



City of Hamilton
PUBLIC WORKS COMMITTEE
AGENDA

Meeting #: 24-009
Date: July 10, 2024
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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1. CEREMONIAL ACTIVITIES	
2. APPROVAL OF AGENDA	
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7. DELEGATIONS**8. STAFF PRESENTATIONS****9. CONSENT ITEMS**

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13. NOTICES OF MOTION**14. GENERAL INFORMATION / OTHER BUSINESS**

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| 14.1 | Amendments to the Outstanding Business List |
|------|---|

a.	Items Requiring a New Due Date:
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- | | |
|----|--|
| a. | Ward 1 Victoria Park Solar Compacting Waste Containers |
|----|--|

Current Due Date: September 16, 2024

Proposed New Due Date: November 18, 2024
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- b. Environmentally Sustainable Solutions for Food Trucks in Bayfront (and other Park(s)) (PW22041) (City Wide)

Current Due Date: Q4, 2024

Proposed New Due Date: Q4, 2025

15. PRIVATE AND CONFIDENTIAL

16. ADJOURNMENT



**PUBLIC WORKS COMMITTEE
MINUTES 24-008**

1:30 p.m.
Monday, June 17, 2024
Council Chambers
Hamilton City Hall
71 Main Street West

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

**Absent with
Regrets:** Councillors N. Nann and E. Pauls - Personal

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Woodward Water Treatment Plant Phase 2 Upgrades (PW22078(a)) (City Wide) (Item 8.1)

(A. Wilson/Hwang)

- (a) That the Hamilton Water Divisional staff complement be increased by four new permanent Full-Time Equivalents as detailed in Appendix "A" to Report PW22078(a) to deliver the Woodward Water Treatment Plant Phase 2 Upgrades Capital Program;
- (b) That the four Full-Time Equivalents identified in recommendation (a) to Report PW22078(a) be funded from the Water, Wastewater and Stormwater Rate Capital Program (Project ID No. 5142166110 and 5143066110) at an approximate annual cost of \$622K;
- (c) That three permanent Full-Time Equivalents be included in the recommended 2025 Water, Wastewater and Stormwater Rate Budget to provide operational support for the Woodward Water Treatment Plant Phase 2 Upgrades and other large capital upgrades occurring at the City's two wastewater treatment facilities.

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

Yes – Ward 1 Councillor Maureen Wilson

Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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. 2023 Year End Report on Community Bookings at Tim Hortons Field (PW18075(c)) (Ward 3) (Item 9.1)

(Beattie/Cassar)

That Report PW18075(c), respecting 2023 Year End Report on Community Bookings at Tim Hortons Field, be received.

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

3. Waste Management Sub-Committee Report 24-002 - May 30, 2024 (Item 9.2)

(Hwang/A. Wilson)

That Waste Management Sub-Committee Report 24-002 – May 30, 2024, be received.

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

Yes – Ward 1 Councillor Maureen Wilson

Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

4. Housing-Enabling Water Systems Fund (PW24038) (Item 11.1)

(Kroetsch/M. Wilson)

- (a) That the General Manager, Finance and Corporate Services, and the General Manager, Public Works, be authorized to delegate the appropriate person to be duly authorized to submit all necessary documentation to support the City of Hamilton’s application, attached as Appendix “A” to Report PW24038, for the Housing-Enabling Water Systems Fund;
- (b) That the Mayor and City Clerk be authorized to execute and/or amend all necessary documentation, including Funding Agreements, to receive funding under the Housing-Enabling Water Systems Fund with content satisfactory to the General Manager, Finance and Corporate Services, and in a form satisfactory to the City Solicitor, provided the City’s application is successful; and
- (c) That the City Solicitor be authorized and directed to prepare any necessary by-laws for Council approval, for the purpose of giving effect to the City’s acceptance of funding from the Housing-Enabling Water Systems Fund.

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

**5. Urban Waste Vacuum Cleaner Manufacturer Standardization (PW24042)
(City Wide) (Item 11.2)**

(Beattie/Jackson)

- (a) That Council approve the standardization of the Glutton Urban Waste Vacuum Cleaner manufactured by Glutton and the single sourcing of the supply, parts, and maintenance for the equipment with the licensed distributor Joe Johnson Equipment until May 1, 2029 for the Waste Management Division, Pursuant to Procurement Policy #14 – Standardization and Policy #11 – Non-Competitive Procurement;
- (b) That the General Manager, Public Works, or their designate, be authorized to negotiate, enter into, and execute any required contract and ancillary documents required to give effect thereto with licensed distributor Joe Johnson Equipment, in a form satisfactory to the City Solicitor; and
- (c) That the General Manager, Public Works, or their designate, be authorized to amend any contracts executed and any ancillary documents as required if the manufacturer or licensed distributor identified in this Report undergoes a name change, in a form satisfactory to the City Solicitor.

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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. Policy 11 - Compressed Natural Gas Mobile Refuelling Equipment (PW22003(a)) (City Wide) (Item 11.3)

(Beattie/Hwang)

- (a) That Council approves the expansion of the Policy #11 – Non-competitive Procurement, previously approved through Report PW22003, for the supply, installation, and management of compressed natural gas and mobile refuelling equipment. This expansion is estimated to cost \$300K annually for a three-year period for a total of \$900K and will support the operational requirements of the Compressed Natural Gas Waste Collection Trucks;
- (b) That the General Manager, Public Works, or their designate, be authorized to negotiate, enter into, and execute a contract and any ancillary documents required to give effect thereto with Compression Technology Corporation, in a form satisfactory to the City Solicitor;
- (c) That the General Manager, Public Works, or their designate, be authorized and directed to submit and sign an application with supporting documentation relating to applicable grant funding opportunities, including but not limited to the Green Initiative grant funding application with supporting documentation including an application attestation and final agreement, on behalf of the City of Hamilton;
- (d) That the General Manager of Finance and Corporate Services, or their designate, be authorized and directed to confirm the City of Hamilton's funding contribution, on behalf of the City of Hamilton and sign the required proof of funding forms related to Green Initiative grant funding; and any resulting funding agreements and associated ancillary documents that may also include a contribution to funding, in a form acceptable to the City Solicitor; and
- (e) That the City Solicitor be authorized and directed to prepare any necessary by-laws for Council approval, for the purpose of giving effect to the City's acceptance of grant funding opportunities.

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

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

Yes – Ward 11 Councillor Mark 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. Strachan Open Space Redevelopment (Ward 2) (Item 12.1)

(Kroetsch/Cassar)

WHEREAS the Strachan Open Space located along the south side of Strachan Street West between Bay Street North and Ferguson Avenue North, provides a valuable asset for the community as a green corridor of mature trees and sod areas;

WHEREAS this area contains an underutilized surface parking lot that could be repurposed for much needed public amenities;

WHEREAS, as the site is adjacent to an active rail line, the Ward Councillor has met with representatives from CN Railway to discuss any requirements they may have;

WHEREAS the community is supportive of maintaining this space for public use subject to consultation with the Ward Councillor;

WHEREAS there are city wide parks in the area and the neighbours would benefit from a more community focused park area with amenities;

WHEREAS there is an active transportation route through the site allowing ease of movement through the space;

WHEREAS there are some activations that can commence without added Capital funds such as benches, picnic tables, and parkland signs and staff will work with the Ward Councillor for these additions; and

WHEREAS future improvements that would enhance the space for more neighbourhood uses would require budget and work prioritization.

THEREFORE, BE IT RESOLVED:

That staff be directed to submit a capital detail sheet for the first phase of the Strachan Open Space improvement project for Council consideration as part of an upcoming budget process.

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch

Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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. Fencing Installation for Gage Park Community Garden Located at 1000 Main Street East, Hamilton (Ward 3) (Item 12.2)

(Hwang/Kroetsch)

WHEREAS, the Gage Park Community Garden located at 1000 Main Street East Hamilton, has been operating in its current location since 2011 and provides opportunities for residents to grown their own food, beautify an area of the park and gather and make connections with fellow community members;

WHEREAS, the recent construction activities at the adjacent Rosedale Tennis Club has reconfigured the existing fencing that borders the community garden; and

WHEREAS, the existing garden fencing is in disrepair and needs to be replaced and reconfigured to connect to the new tennis club fencing.

THEREFORE, BE IT RESOLVED:

That an allocation of \$6,749 be made from the Ward 3 Discretionary Funds (Project ID#3302309300) to fund the installation of new fencing along the southern portion of the Gage Park Community Garden located at 1000 Main Street East, Hamilton.

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

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

Yes – Ward 11 Councillor Mark 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. Installation of Speed Cushions as a Traffic Calming Measure on Various Roadways in Ward 10 (Ward 10) (Item 12.3)

(Beattie/McMeekin)

WHEREAS, the City of Hamilton has adopted Vision Zero approach which considers human error as part of the roadway safety equation; and

WHEREAS, Ward 10 residents on a number of roadways have repeatedly advocated for traffic calming measures in their neighbourhoods to address roadway safety concerns as a result of speeding and cut-through traffic.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be authorized and directed to install 2 speed cushions on Grays Road between Frances Avenue and Lakepointe Place as part of Transportation's 2024 Traffic Calming program for fall implementation, to be funded through the Ward 10 Capital Re-Investment Reserve #108070 at an upset limit, including contingency, not to exceed \$10,000;
- (b) That the Transportation Division be authorized and directed to install 4 speed cushions on Memorial Avenue between Glen Castle Drive and Birchlawn Drive as part of Transportation's 2024 Traffic Calming program for fall implementation, to be funded through the Ward 10 CP Minor Maintenance #4031911610 at an upset limit, including contingency, not to exceed \$20,000; and
- (c) That the General Manager of Public Works 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 12 to 0, as follows:

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

Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

10. Installation of Speed Cushions as a Traffic Calming Measure on Howard Boulevard (Ward 15) (Item 12.4)

(McMeekin/Jackson)

WHEREAS, the City of Hamilton has adopted a Vision Zero approach which considers human error as part of the roadway safety equation; and

WHEREAS, Ward 15 residents on Howard Boulevard have repeatedly advocated for traffic calming in their neighbourhood to address roadway safety concerns as a result of speeding and cut-through traffic;

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be authorized and directed to install 1 speed cushion on Howard Boulevard between Orchard Avenue and Mays Crescent as part of Transportation's 2024 Traffic Calming program for fall implementation;
- (b) That all costs associated with the installation of traffic calming measures be completed through Ward 15 CP Minor Maintenance #4031911615 at an upset limit, including contingency, not to exceed \$5,000; and
- (c) That the General Manager of Public Works 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 12 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

11. Installation of Speed Cushions as a Traffic Calming Measure on Frederick Avenue (Ward 4) (Item 12.5)

(Hwang/McMeekin)

WHEREAS, the City of Hamilton has adopted a Vision Zero approach which considers human error as part of the roadway safety equation; and

WHEREAS, Ward 4 residents on Frederick Avenue have advocated for traffic calming in their neighbourhood to address roadway safety concerns as a result of speeding and cut-through traffic.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be authorized and directed to install up to 2 speed cushions on Frederick Avenue between Roxborough Avenue and Cannon Street East as part of the Transportation's 2024 Traffic Calming program for fall implementation;
- (b) That all costs associated with the installation of traffic calming measures be funded from the Ward 4 Capital Re-Investment Reserve #108054 at an upset limit, including contingency, not to exceed \$10,000; and
- (c) That the General Manager of Public Works 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 11 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Not Present – Ward 11 Councillor Mark 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

12. Installation of Speed Cushions as a Traffic Calming Measure on Huntington Avenue (Ward 6) (Item 12.6)

(Jackson/McMeekin)

WHEREAS, residents on Huntington Avenue in Ward 6 have advocated for the installation of speed cushions to address roadway safety concerns as a result of speeding; and

WHEREAS, signatures were collected from residents resulting in support by 19 of 34 (56%) homes on Huntington Avenue for the installation of speed cushions as a traffic calming measure.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be authorized and directed to install up to 2 speed cushions as a traffic calming measure on Huntington Avenue between Brentwood Drive and Kingslea Drive as part of Transportation's 2024 Traffic Calming Program for fall implementation;
- (b) That all costs associated with the installation of traffic calming measures at be completed through the Ward 6 Capital Re-Investment Reserve #108056 at an upset limit, including contingency, not to exceed \$10,000; and
- (c) That the General Manager of Public Works 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 11 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Not Present – Ward 11 Councillor Mark 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

13. Installation of Speed Cushions as a Traffic Calming Measure Around Chedoke Elementary School and Mountview Elementary School (Ward 14) (Item 12.7)

(Spadafora/M. Wilson)

WHEREAS, the City of Hamilton has adopted a Vision Zero approach which considers human error as part of the roadway safety equation; and

WHEREAS, Ward 14 residents have advocated for traffic calming in their neighbourhoods in proximity to Chedoke and Mountview Elementary Schools to address roadway safety concerns as a result of speeding and cut-through traffic.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be authorized and directed to install 2 speed cushions on Bendemere Avenue between W 25th Street and W 27th Street and 2 speed cushions on W 27th Street between Bendamere Avenue and Leslie Avenue as part of Transportation's 2024 Traffic Calming program for fall implementation;
- (b) That the Transportation Division be authorized and directed to install 1 speed cushion on San Antonio Drive between Argo Street and Karen Crescent and 2 speed cushions on Karen Crescent between San Antonio Drive and San Pedro Drive as part of Transportation's 2024 Traffic Calming program for fall implementation;
- (c) That all costs associated with the installation of traffic calming measures be completed through the Ward 14 Capital Re-Investment Reserve #108064 at an upset limit, including contingency, not to exceed \$35,000; and
- (d) That the General Manager of Public Works 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 11 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Not Present – Ward 11 Councillor Mark 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

**14. Hamilton Beach Strip Open Space, Adjacent to Lakeside Avenue (Ward 5)
(Item 12.8)**

(M. Wilson/Spadafora)

WHEREAS, the Hamilton Beach Rescue unit previously operated from the area at the Hamilton Beach Strip, adjacent to Lakeside Avenue;

WHEREAS, an aged boat lift is a remnant from previous operations of this group, and is no longer needed and at its end of life;

WHEREAS, Voluntary Hamilton Beach Rescue Unit are not able assist with the removal of this infrastructure;

WHEREAS, a motion was approved at the October 16, 2023 Public Works Committee to fund the removal, to the amount of \$4,000;

WHEREAS, a further procurement process was undertaken after the original contractor declined the proposed removal work; and

WHEREAS, an additional \$5,900 to remove the structure is required to complete the works. The total cost for the removal will be \$9,900.

THEREFORE, BE IT RESOLVED:

- (a) That additional funding for the removal of the Hamilton Beach Rescue Lift located at the Hamilton Beach Strip, adjacent to Lakeside Avenue, be approved from Hamilton Beach Rescue Reserve #110005 at an upset limit, including contingency, not to exceed \$5,900; and
- (b) That the General Manager of Public Works or designate be authorized and directed to approve and execute any and all required agreements and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

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

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

Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Not Present – Ward 11 Councillor Mark 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) CEREMONIAL ACTIVITIES (Item 1)

(i) June 16 – 22 is Waste and Recycling Workers Week! (Item 1.1)

Chair Spadafora announced that June 16 – 22 is Waste and Recycling Workers Week which recognizes and celebrates all those who work in the waste and recycling industry as front-line responders.

Chair Spadafora also congratulated the City's Waste Management team on their recognition as leaders in waste education. The City of Hamilton received four awards for waste promotion and education at the Municipal Waste Association's Spring Workshop on May 29. The City of Hamilton received a Gold award for the "Off-Campus Student Move-in Waste Education" initiative, a second Gold award for the Multi-Language Postcard, and a Silver award for the Waste Management Open House and Facility Tours held during Waste Reduction Week.

(b) APPROVAL OF AGENDA (Item 2)

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

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1 June 3, 2024

6. DELEGATION REQUESTS

6.2 Delegation Requests respecting the Hamilton Street Railway (HSR) Fare Policies (For today's meeting)

(a) Mary Love, Council of Canadians Hamilton Chapter (In Person)

(b) Katie King, HCBN (In Person)

- (c) Tim Nolan, Accessibility Hamilton Alliance (In Person)
- (d) Brad Evoy, Disability Justice Network of Ontario (In Person)
- (e) Chelsea MacDonald (Virtually) - WITHDRAWN

8. STAFF PRESENTATIONS

- 8.1 Woodward Water Treatment Plant Phase 2 Upgrades (PW22078(a)) (City Wide)
 - (a) Woodward Water Treatment Plant Phase 2 Upgrades (PW22078(a)) (City Wide) - REVISED PRESENTATION

(Cassar/A. Wilson)

That the Agenda for the June 17, 2024, 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
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Not Present – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

(c) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) June 3, 2024 (Item 4.1)

(Beattie/Hwang)

That the Minutes of the June 3, 2024, 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
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Not Present – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

(e) DELEGATION REQUESTS (Item 6)

(A. Wilson/Kroetsch)

That the following Delegation Requests be approved for today's meeting:

- (i) Jake Maurice respecting the HSR Front Boarding Policy (In Person) (Item 6.1)
- (ii) Delegation Requests respecting the Hamilton Street Railway (HSR) Fare Policies (Item 6.2):
 - (a) Mary Love, Council of Canadians Hamilton Chapter (In Person) (Added Item 6.2(a))
 - (b) Katie King, HCBN (In Person) (Added Item 6.2(b))
 - (c) Tim Nolan, Accessibility Hamilton Alliance (In Person) (Added Item 6.2(c))
 - (d) Brad Evoy, Disability Justice Network of Ontario (In Person) (Added Item 6.2(d))

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

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

Not Present – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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

(f) DELEGATIONS (Item 7)

- (i) James Kemp respecting concerns regarding the HSR's front door entry policy for people with disabilities and lack of accessible fare payment options regarding Presto (Virtually) (Approved June 3, 2024) (Item 7.1)**

James Kemp addressed Committee respecting concerns regarding the HSR's front door entry policy for people with disabilities and lack of accessible fare payment options regarding Presto.

- (ii) Jake Maurice respecting the HSR Front Boarding Policy (In Person) (Item 7.2)**

Jake Maurice addressed Committee respecting the HSR Front Boarding Policy.

- (iii) Delegations respecting the Hamilton Street Railway (HSR) Fare Policies (Added Item 7.3)**

The following delegates addressed Committee respecting the Hamilton Street Railway (HSR) Fare Policies:

- (a) Mary Love, Council of Canadians Hamilton Chapter (In Person) (Added Item 7.2(a))
- (b) Katie King, HCBN (In Person) (Added Item 7.2(b))
- (c) Tim Nolan, Accessibility Hamilton Alliance (In Person) (Added Item 7.2(c))
- (d) Brad Evoy, Disability Justice Network of Ontario (In Person) (Added Item 7.2(d))

(Kroetsch/A. Wilson)

That the following delegations be received:

- (i) James Kemp respecting concerns regarding the HSR's front door entry policy for people with disabilities and lack of accessible fare payment options regarding Presto (Virtually) (Item 7.1)
- (ii) Jake Maurice respecting the HSR Front Boarding Policy (In Person) (Item 7.2)
- (iii) Delegations respecting the Hamilton Street Railway (HSR) Fare Policies (Added Item 7.3)
 - (a) Mary Love, Council of Canadians Hamilton Chapter (In Person) (Added Item 7.2(a))
 - (b) Katie King, HCBN (In Person) (Added Item 7.2(b))
 - (c) Tim Nolan, Accessibility Hamilton Alliance (In Person) (Added Item 7.2(c))
 - (d) Brad Evoy, Disability Justice Network of Ontario (In Person) (Added Item 7.2(d))

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
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 Yes – Ward 11 Councillor Mark 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

(g) STAFF PRESENTATIONS (Item 8)

- (i) **Woodward Water Treatment Plant Phase 2 Upgrades (PW22078(a)) (City Wide) (Item 8.1)**

Stuart Leitch, Manager - Capital Delivery, addressed Committee respecting Report PW22078(a), Woodward Water Treatment Plant Phase 2 Upgrades, with the aid of a PowerPoint presentation.

(A. Wilson/Cassar)

That the presentation from Stuart Leitch, Manager - Capital Delivery, respecting Report PW22078(a), Woodward Water Treatment Plant Phase 2 Upgrades, be received.

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Not Present – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Not Present – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor John Paul Danko
 Not Present – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor Mark 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.

(h) MOTIONS (Item 12)

Councillor Spadafora relinquished the Chair to Councillor A. Wilson in order to introduce the following Motion:

(i) Installation of Speed Cushions as a Traffic Calming Measure Around Chedoke Elementary School and Mountview Elementary School (Ward 14) (Item 12.7)

For disposition of this matter, refer to Item 13.

Councillor Spadafora assumed the Chair.

(i) ADJOURNMENT (Item 16)

(Kroetsch/Hwang)

That there being no further business, the Public Works Committee meeting be adjourned at 3:55 p.m.

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

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch

**Public Works Committee
Minutes 24-008**

**June 17, 2024
Page 20 of 20**

Not Present – Ward 3 Councillor Nrinder Nann
Yes – Ward 5 Councillor Matt Francis
Yes – Ward 4 Councillor Tammy Hwang
Yes – Ward 6 Councillor Tom Jackson
Not Present – Ward 7 Councillor Esther Pauls
Yes – Ward 8 Councillor John Paul Danko
Yes – Ward 10 Councillor Jeff Beattie
Not Present – Ward 11 Councillor Mark 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 M. Spadafora, Chair,
Public Works Committee

Carrie McIntosh
Legislative Coordinator
Office of the City Clerk

-----Original Message-----

From: Bennett Sabourin <[REDACTED]>

Sent: June 28, 2024 7:18 PM

To: clerk@hamilton.ca

Subject: Aviary Funding

External Email: Use caution with links and attachments

To whom it may concern,

I am a westdale local, and I have lived here for my entire life. It is incredibly concerning and disappointing to see the city has cut funding to the aviary. The aviary is a staple of the area and in my opinion should be given heritage designation, or at the very least be funded considering the large amount devoted to other endeavours in the city such as police, events, and parks.

It is a great educational tool, and a unique part of westdales history which deserves to remain. If it is shut down, it would reflect very negatively on the constituents of westdale.

Sincerely,

Bennett Sabourin

From: Lauren Misiaszek [REDACTED]
Sent: June 29, 2024 9:31 PM
To: clerk@hamilton.ca
Subject: Westdale Aviary

External Email: Use caution with links and attachments

Good evening,

I'm writing to you because I heard that the Westdale Aviary's funding had recently been cut by the city of Hamilton, and may no longer be able to maintain its services as a result. I implore you to reverse this decision.

I sincerely love the aviary -- starting last Summer, I would walk to the building every day for the sole purpose of looking at the birds, talking to them, or even sitting on a bench nearby and listening to them. My time spent here is honestly the highlight of my days -- I know it doesn't seem like a lot, but sometimes something as little as this can work wonders for a person's mental health. I love animals, and it is truly very peaceful to be able to interact with them so freely at a place so close to where I live. I like to sit and read a book while they chirp in the background, and many of my journal entries were written in their vicinity. I'll sometimes play music for them, and it's really fun to watch them dance along with the beat of my favourite songs. I've brought many of my friends to see the birds whenever they visit me, and like me, they've all fallen in love with the aviary, and would hate to see it close down due to a shortage of funding.

I know there are others like me who see this place as a beacon that lights up their darkest days, and I sincerely hope you consider this message and the impact that this organization has on ordinary people like me. Please don't let this place shut down.

Best,
Lauren

5.1(c)

-----Original Message-----

From: Joanne Edmiston <[REDACTED]>

Sent: June 30, 2024 12:25 PM

To: clerk@hamilton.ca

Subject: Aviary

External Email: Use caution with links and attachments

Please save the Aviary!! It is such a special community space for these beautiful birds. They need to stay together as they may be traumatized by relocation.

I have been coming here with my kids since they were little and it holds a special place in our hearts. It is such a community treasure. What better way to teach our kids about caring for animals than treating these glorious birds with the respect and care they deserve!

Sincerely,

The Edmiston-Walton family

Hamilton

Sent from my iPhone

5.1(d)

From: Sonja Babovic [REDACTED] >
Sent: June 30, 2024 2:58 PM
To: clerk@hamilton.ca
Subject: Closure of Aviary

External Email: Use caution with links and attachments

Dear Hamilton City Clerk,


I'm writing to express my sadness and disappointment at the upcoming closure of the Aviary. I have enjoyed visiting it with my family. I hope that the City will work with Friends of the Aviary to find another suitable location.

Thank you for your consideration,

Sonja



INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	July 10, 2024
SUBJECT/REPORT NO:	2023 Wastewater Quality Management System Annual Summary Report (PW24045) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Charlene McKay (905) 546-2424 Ext. 2671
SUBMITTED BY:	Nick Winters Director, Hamilton Water Public Works Department
SIGNATURE:	

COUNCIL DIRECTION

N/A

INFORMATION

The Hamilton Water Division voluntarily developed and implemented a Wastewater Quality Management System as part of the City of Hamilton's (City) efforts to:

- Consistently process wastewater that meets or exceeds applicable legislative, regulatory, and other requirements; and,
- Enhance environmental performance through the effective application and continual improvement of the Quality Management System.

This Information Report provides a summary of the main elements of the Wastewater Quality Management System for 2023 and highlights key information. More detailed information is provided in Appendix "A" to Report PW24045.

The submission of this Annual Summary Report satisfies the requirements of the Wastewater Quality Management System Operational Plan Summary Report (City of Hamilton Voluntary Wastewater Quality Management System Standard) which was originally endorsed by Council on December 16, 2020. Council re-signed the

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

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

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

SUBJECT: 2023 Wastewater Quality Management System Annual Summary Report (PW24045) (City Wide) - Page 2 of 3

Commitment and Endorsement of the Wastewater Quality Management System Operational Plan Summary Report on March 29, 2023, through Report PW23017.

The purpose of the Wastewater Quality Management System Annual Summary Report is to inform the Owner (Mayor and Council) of the performance and major milestones achieved in the City's Wastewater Quality Management System in 2023. Specifically, the Operating Authority (Hamilton Water Division) is required to inform Top Management (General Manager of Public Works and Director of Hamilton Water Division) and the Owner of the outcomes of the audits, infrastructure reviews and management reviews. The Annual Summary Report exceeds these requirements and includes additional information relating to other milestones of the Wastewater Quality Management System.

Aspects and Impacts Review and Review and Provision of Infrastructure:

On an annual basis, Hamilton Water undertakes formal Aspects and Impacts Review and infrastructure review processes. While these processes satisfy the requirements of the Wastewater Quality Management System Standard, more importantly they ensure that any potential hazards are identified, required control measures are in place and that risks to the wastewater system are considered as part of an overall determination of infrastructure adequacy.

The 2023 Aspects and Impacts Review and Provision of Infrastructure processes concluded that our vertical and horizontal infrastructure is generally found to be adequate and available when needed. It was also concluded that there is an increased demand on maintenance staff and resources as assets remain in operation beyond their intended life cycle.

Audits:

The Operating Authority must conduct internal audits to evaluate the conformity of the Wastewater System with the requirements of the Wastewater Quality Management System Standard and its procedures, at least annually. The results of the annual internal audit conducted in 2023 demonstrated that the City's Wastewater Quality Management System contains the required procedures and records to illustrate the establishment and continual improvement of the management system.

With the timely completion of the corrective actions issued as a result of this audit, the overall conformance to the Wastewater Quality Management System Standard and the City's Wastewater Quality Management System is suitable, the audit process is adequate, and the implementation and maintenance effective.

The Compliance Support Group of the Compliance and Regulations Section will be

SUBJECT: 2023 Wastewater Quality Management System Annual Summary Report (PW24045) (City Wide) - Page 3 of 3

developing an audit plan for the 2024 internal audit. The audit is to take place between September and November 2024. The audit plan will be reviewed by the Hamilton Water Senior Management Team and approved by the Systems Management Representative prior to implementation.

Management Review:

The Wastewater Quality Management System Standard requires that Top Management participate in a management review of the Wastewater Quality Management System at least once annually. The Management Review is a formal presentation of compliance, operational, wastewater quality, communication, and infrastructure data.

The Wastewater Quality Management System Top Management Review was held on September 19, 2023. Attendees included Top Management (General Manager of Public Works and Director of Hamilton Water), Directors, Section Managers, Overall Responsible Operators (ORO's) for wastewater treatment and collection, the Systems Management Representative, and staff from the Compliance Support Group.

Overall, Top Management, Directors and Section Managers concluded that the Wastewater Quality Management System is suitable, adequate, and effective.

Update and Going Forward:

The outcomes from the 2023 internal audit and the Top Management Review concluded that the Wastewater Quality Management System is adequate, suitable, and effective and conforms to the requirements of the Wastewater Quality Management System Standard. Corrective action plans from the audits and action items from the Management Review will be implemented to ensure continual improvement of the Wastewater Quality Management System. The Wastewater Quality Management System Operational Plan is posted on the City's website and made available to the Public at 330 Wentworth Street and Clerk's Office at City Hall.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PW24045 – 2023 Wastewater Quality Management System Annual Summary Report



Hamilton

2023

City of Hamilton

**Wastewater Quality
Management System
Annual Summary**

WASTEWATER QUALITY MANAGEMENT SYSTEM POLICY



The City of Hamilton owns, maintains and operates various wastewater systems. The City is committed to:

C

Compliance with all legal and other requirements

L

Leaders in pollution prevention

E

Effective Communication with the community

A

Always improving the Wastewater Quality Management System

N

Noteworthy innovation



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1 INTRODUCTION

1.1 PURPOSE

This Wastewater Quality Management System Annual Summary Report is being submitted to the Owner, (Mayor and Council), on behalf of Top Management (General Manager of Public Works and Director of Hamilton Water) of the City of Hamilton’s wastewater system.

The purpose of this Wastewater Quality Management System Annual Summary Report is to keep the Owner of the City’s wastewater system informed about the performance of the Wastewater Quality Management System, including major milestones achieved in 2023.

1.2 SCOPE

The Wastewater Quality Management System Standard requires that the Operating Authority (staff within Hamilton Water responsible for the operation, maintenance and provision of support services to the City of Hamilton’s wastewater system) report on certain Elements of the Wastewater Quality Management System to the Owner, specifically the outcomes of Evaluation of Compliance (Element 14), Review and Provision of Infrastructure (Element 15), and Management Review (Element 21). This report fulfills the communication requirements of these Elements and exceeds the Standard’s requirements by providing information on Environmental Aspects and Impacts (Element 7), Objectives and Targets (Element 8), Wastewater Quality Management System Audits (Element 20) and other major milestones of the Wastewater Quality Management System for 2023.

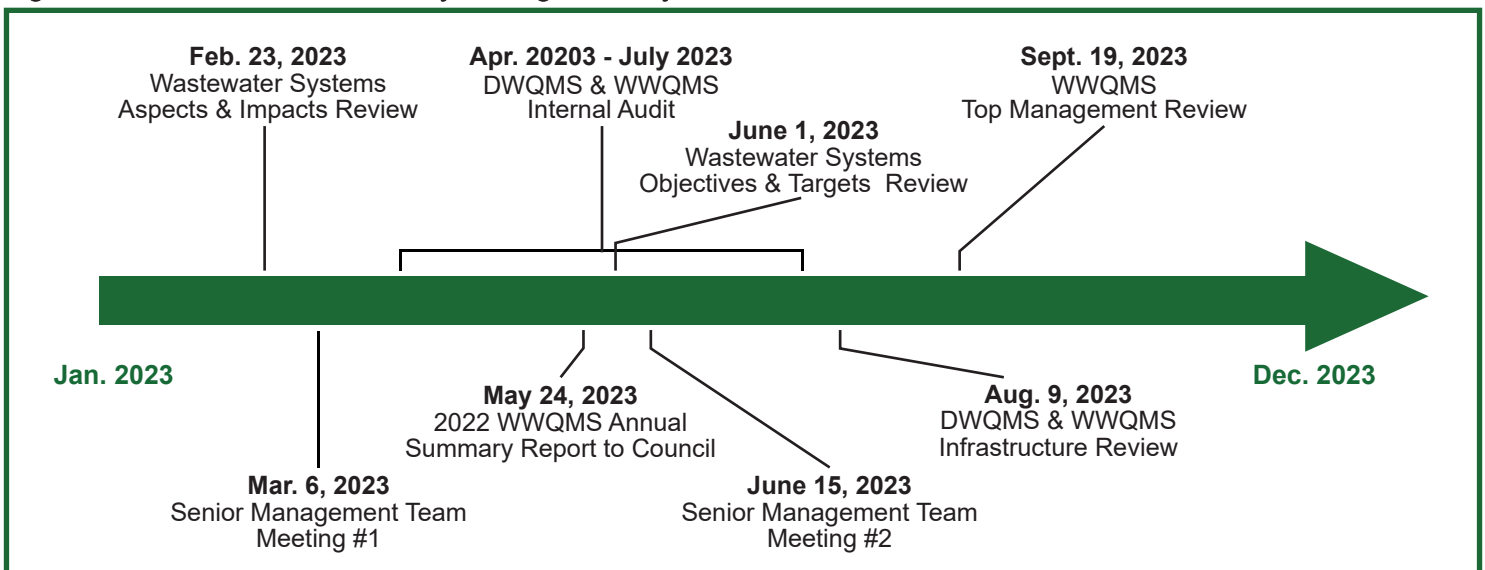
1.3 OVERVIEW OF KEY MILESTONES

On December 16, 2020, the Wastewater Quality Management System Operational Plan was first endorsed by City Council through Report PW20076. Following the endorsement, the Wastewater Quality Management System Operational Plan was posted on the City’s website and made available to the Public at 330 Wentworth Street North and City Hall.

The Wastewater Quality Management System Operational Plan was re-endorsed by City Council on March 29, 2023, through Report PW23017.

More information about the Wastewater Quality Management System Operational Plan, Wastewater Quality Management System Policy CLEAN, Wastewater Quality Management System Annual Summary Report and Hamilton Water Financial Plan is now available on the City’s website: www.hamilton.ca/WWQMS.

Figure 1: 2023 Wastewater Quality Management System Milestones



DWQMS = Drinking Water Quality Management System & **WWQMS** = Wastewater Quality Management System

1.4 WASTEWATER QUALITY MANAGEMENT SYSTEM OPERATIONAL SUMMARY

Figure 2 illustrates the Plan, Do, Check, and Act Elements of the Wastewater Quality Management System Standard that were voluntarily developed and adopted by the City of Hamilton. The following sections of this report include these Elements of the Wastewater Quality Management System:

Section 2 – Element 7 Environmental Aspects and Impacts

Section 3 – Element 8 Objectives and Targets

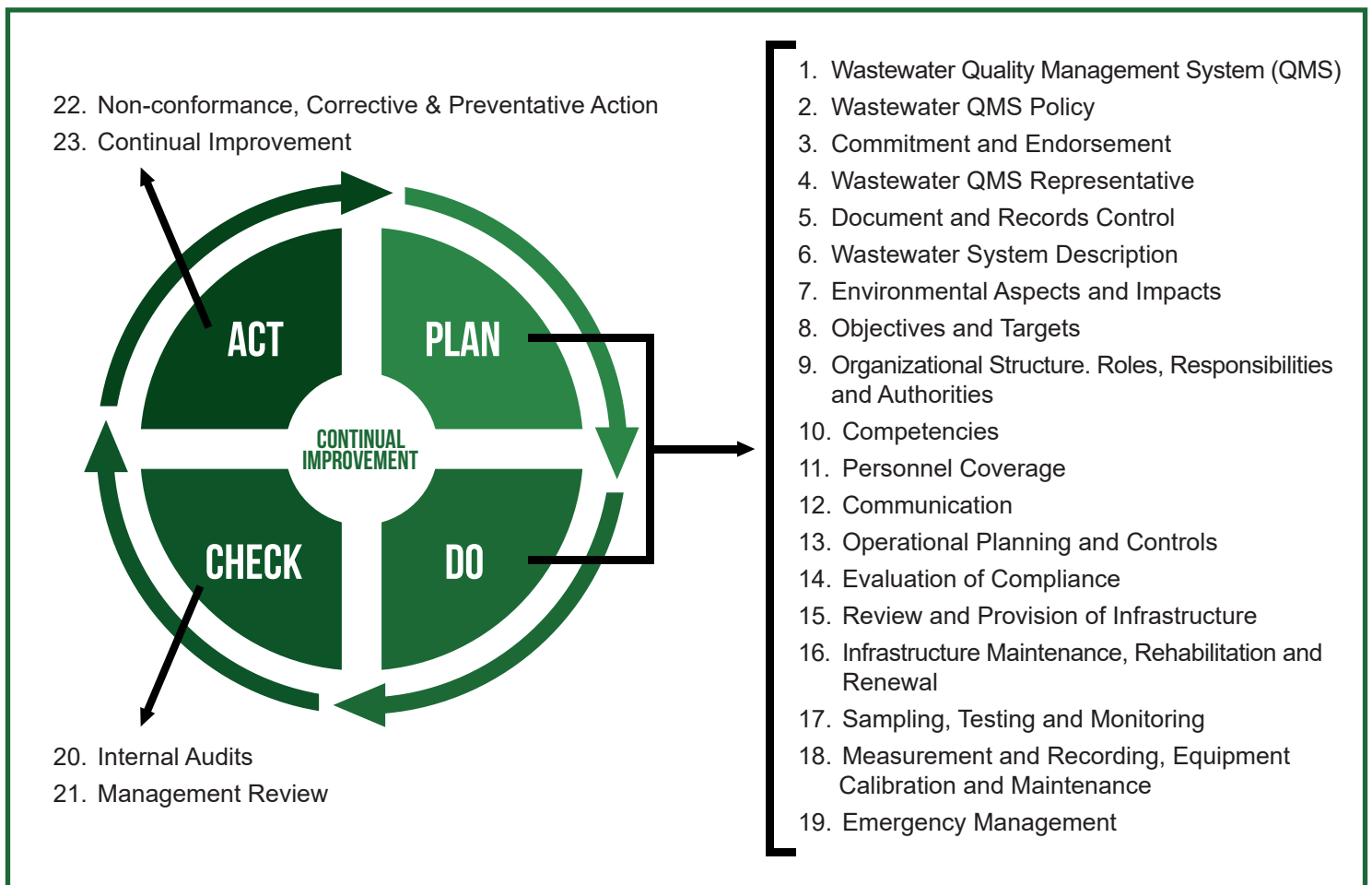
Section 4 – Element 14 Evaluation of Compliance

Section 5 – Element 15 Review and Provision of Infrastructure

Section 6 – Element 20 Internal Audits

Section 7 – Element 21 Management Review

Figure 2: Wastewater Quality Management System Standard Elements



1.5 LEGAL AND OTHER REQUIREMENTS

In 2023, Hamilton Water received the following two new Environmental Compliance Approvals for pumping stations.

- HC011: Calvin Street, Environmental Compliance Approval #0185-CMXL2M issued March 29, 2023

- HCG03, HCG07, HCG08, HCG14: Real-Time Control Facilities, Environmental Compliance Approval # 5433-CJ7JMB issued April 5, 2023.

The City of Hamilton received drafts of the Sewage Consolidated Linear Infrastructure Environmental Compliance Approval from the Ministry of the Environment, Conservation and Parks in 2023. The City of Hamilton and the Ministry of the Environment, Conservation and Parks continue to work towards a finalized Consolidated Linear Infrastructure Environmental Compliance Approval.

The Woodward Wastewater Treatment Plant, Environmental Compliance Approval # 9410-B65QRT Contract 1: Main Pumping Station and Contract 2: Electrical Upgrades related to the Woodward Upgrades Project reached substantial performance in 2023. Contract 3: Tertiary Treatment Facility is expected to reach substantial performance in 2024.

Other Projects related to the Woodward Wastewater Treatment Plant that reached substantial performance in 2023 are listed below:

- Headworks Biofilter Media Replacement and Rehabilitation
- Aeration Gallery Walkway and Access Repairs
- Anaerobic Digester Improvements
- Emergency Boiler Line Repair
- South Plant Waste Activated Sludge Piping Upgrades

Part A of the Pollution Prevention and Control Plan: Final Combined Sewer System Characterization Study was submitted to the Ministry of the Environment, Conservation and Parks on March 14, 2023. Part B of the Pollution Prevention and Control Plan: Additional Combined Sewer Overflow Control Alternatives and Proposed Remedial Measures was submitted to the Ministry of the Environment, Conservation and Parks on August 1, 2023.

All legal reports were submitted by the required deadlines and there were no self-declared non-compliances.

The Woodward Wastewater Treatment Facility was inspected by the Ministry of the Environment, Conservation and Parks on July 5, 2023. Documents requested for the Inspection were submitted to the Ministry of the Environment, Conservation and Parks on July 26, 2023. To date, the City has not received the draft Inspection Report from the Ministry of the Environment, Conservation and Parks.

The Ministry of the Environment, Conservation and Parks also inspected the following wastewater outstations on July 11, 2023:

- HCS02 – Strachan Combined Sewer Overflow Tank
- HCS04 – Main and King Combined Sewer Overflow Tank
- HC017 – Eastport Sewage Pumping Station

2 ENVIRONMENTAL ASPECTS AND IMPACTS

2.1 OVERVIEW

The Wastewater Quality Management System Standard requires that an Environmental Aspects and Impacts Assessment be conducted in its entirety every three years and reviewed on an annual basis to verify the information is current and valid. In 2023, the Environmental Aspects and Impacts Assessment was conducted in its entirety.

Staff from across Hamilton Water collaborated on updating the existing information considering the following key questions:

- Have there been any major process changes that affected existing Environmental Aspects or created new aspects?
- Are identified operational control measures still valid?
- Have additional controls been implemented?
- Were there any changes to aspects identified as "Significant"?

In 2023, five significant Environmental Aspects of the Wastewater System were identified:

1. Damage to sewer due to continuous hazardous wastewater discharge from Industrial, Commercial and Institutional properties resulting in spills to the environment.
2. Cross-connections (Sanitary/Combined to Storm).
3. Major breaks (including construction activities).
4. Bypass / overflow.
5. Cross-connections (Lateral).

2.2 KEY UPDATES

As part of the Environmental Aspects and Impacts Assessment, process changes, including capital upgrades in the wastewater system are considered and the associated ratings (i.e. the likelihood of occurrence, severity of impacts and their detectability) are updated as needed. The following includes a list of information that was considered in the 2023 Assessment:

- Changes in wastewater system capacity due to upgrades to pumping stations
- Bypasses at the treatment plants and overflows of combined sewage overflow tanks
- Upgrades and maintenance at the Woodward Avenue Wastewater Treatment Plant
- Instances of incidents and complaints related to the processing of biosolids

In 2024, an interim review of the Environmental Aspects and Impacts Assessment process and outcomes will be completed in accordance with the Wastewater Quality Management System Standard. The Wastewater Quality Management System Environmental Aspects and Impacts Assessment and Infrastructure Review will be updated to incorporate any new changes in accordance with Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure that came into effect on January 1, 2018.

3 OBJECTIVES AND TARGETS

3.1 OVERVIEW

The Wastewater Quality Management System Standard requires that Objectives and Targets be established to avoid or minimize environmental impacts from the City's Wastewater System. The Objectives and Targets were set based on evaluation criteria identified in the Wastewater Quality Management System Standard. The following is the list of evaluation criteria:

- Significant aspects
- Wastewater Quality Management System Policy
- Compliance obligations
- Technological options
- Financial, operational, and business requirements
- Views of interested parties
- Preventative measures
- Audit results

The Objectives are:

- To minimize discharges to the environment
- To regulate the quality of wastewater received from industrial, commercial, and institutional properties
- To meet all Environmental Compliance Approvals and Hamilton Harbour Remedial Action Plan requirements for final effluent quality for the Dundas and Woodward Avenue Wastewater Treatment Plants

The Objectives and Targets are reviewed and updated annually.

Management Programmes have been established to meet the Objectives and Targets. Updates to the Management Programmes are made throughout the year to add any new projects or reflect changes in project status.

3.2 KEY UPDATES

The Wastewater System Objectives were reviewed on June 1, 2023 to ensure that they were still appropriate based on evaluation criteria outlined in the Wastewater Quality Management Standard. No changes were made to the three Objectives for the City's Wastewater System.

In 2023, the City's performance Targets were reviewed at the Top Management Meeting on September 19, 2023. The following are the outcomes of the review of Targets:

- Wet weather flow capture rate was 91.30% in 2022 for Ministry of the Environment, Conservation and Parks CSO Reporting for April 15 - Nov 14. Thus, F-5-5 requirements were met (i.e. over 90% of wet weather flow was captured; primary level of treatment was achieved for carbonaceous biochemical oxygen demand and total suspended solids removal in combined flows above the dry weather flow).
- 63% of industrial, commercial and institutional permits were processed within 90 days. Twenty-nine permits expired without new permits in place. 85% of Notice of Violations were sent within three weeks of being posted. 89 properties were assessed.
- Woodward and Dundas Wastewater Treatment Plants were in 100% compliance with their Environmental Compliance Approvals. The Hamilton Harbour Remedial Action Plan limits were met for total ammonia nitrogen although the limits were exceeded for total suspended solids and total phosphorous.

The Management Programmes were updated throughout the year to add new projects or reflect changes in project status.

4 EVALUATION OF COMPLIANCE

4.1 WASTEWATER SYSTEM COMPLIANCE AUDIT

The Operating Authority voluntarily retained the services of Wood PLC in March 2020 to evaluate the compliance of the Wastewater System with legal and other requirements. Due to the COVID-19 pandemic, the audit was conducted off-site virtually. There were 10 non-compliances, nine recommendations and four best practices identified.

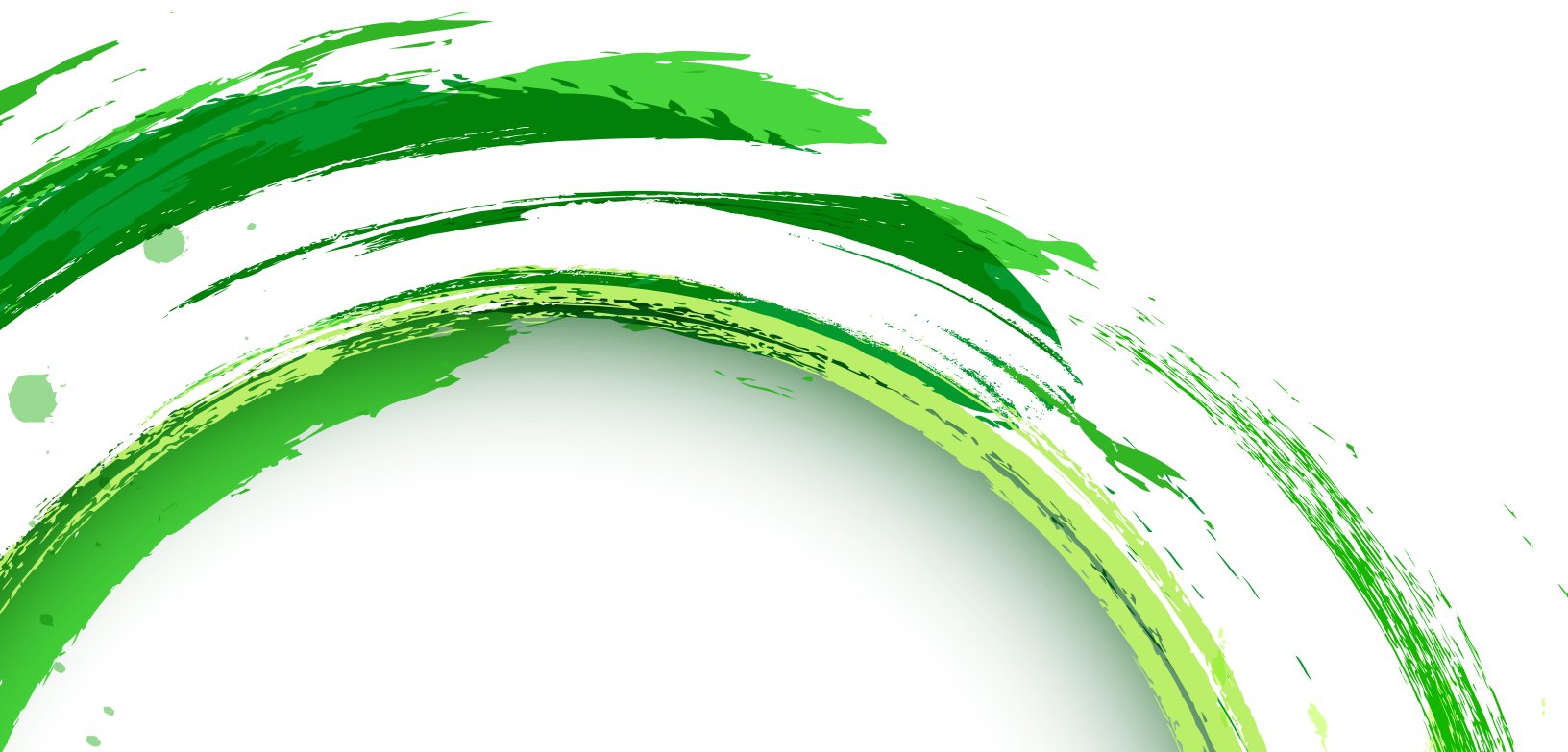
4.2 STATUS OF FINDINGS

Of the 10 non-compliances from the 2020 audit, four were closed in 2020, three were closed in 2022, and three remain open in 2023. The three open non-compliances are tied to maintenance projects and corrective actions are ongoing. The recommendations and best practices were considered for future action as required.

5 REVIEW AND PROVISION OF INFRASTRUCTURE

5.1 PURPOSE

The Operating Authority must ensure and verify, on an annual basis, the adequacy of the wastewater infrastructure. In order to satisfy the requirements of the Wastewater Quality Management System Standard, the Operating Authority conducted a formal review of its vertical (wastewater treatment, storage and pumping) and horizontal (wastewater collection pipes, regulators, etc.) infrastructure. The scope of the review also considered the operation, maintenance and replacement of existing infrastructure assets as well as new infrastructure planned for immediate and future needs. An Infrastructure Review meeting was held with the Management Team of Hamilton Water to discuss the outcomes of both the horizontal and vertical infrastructure reviews. This section of the Wastewater Quality Management System Annual Summary Report (2023) includes a brief summary of the results of the Wastewater Quality Management System Infrastructure Review.



5.2 PROCESS

Teams were assembled from across relevant sections of Hamilton Water, Engineering Services and Planning, and Economic Development to conduct the review of wastewater infrastructure. The Infrastructure Review Meeting was held on August 9, 2023, to discuss the adequacy of vertical and horizontal wastewater infrastructure.

The teams collected and examined input data related to various asset management, maintenance and capital programs. A summary of the type of "indicator" data examined is provided below:

Infrastructure Type	Input Data
Horizontal Infrastructure Operations & Maintenance	<ul style="list-style-type: none"> • Linear Sewer Inspections and Condition Assessments including Sewer Age • Profiles, Closed-Circuit Television and Cured in Place Pipe Lining • Wastewater Collection Maintenance Program • Sewer Maintenance, Repair and Replacement Program • Inspection Programs – Maintenance Hole, Sewer Boom, Combined Sewer Regulators, Air Valve, Combined Sewer Outfall, Sewer Lateral Backup • Sewer Lateral Management Program • Mainline Sewer Blockages
Horizontal Infrastructure Capital	<ul style="list-style-type: none"> • Capital Maintenance Projects • Mainline Sewer Rehabilitation Projects • Asset Management Plan Updates • Master Plan Updates
Vertical Infrastructure Operations & Maintenance	<ul style="list-style-type: none"> • Preventative Maintenance Program • Inspection Programs by Enhanced City of Hamilton Outstations Team
Vertical Infrastructure Capital	<ul style="list-style-type: none"> • Large Capital Projects • Condition Assessment • Asset Management Plan Updates • Master Plan Updates

5.3 OVERVIEW OF RESULTS

The outcomes and recommendations from the Infrastructure Review Meeting were documented in meeting minutes. Attendees at the Infrastructure Review meeting utilized the outcomes from the meeting as input to capital planning and budget preparation. Hamilton Water discussed the 2023 Infrastructure Review at the Top Management Review Meeting on September 19, 2023.

The 2023 Infrastructure Review process concluded that our vertical and horizontal infrastructure is generally found to be adequate and available when needed. It was also concluded that there is an increased demand on maintenance staff and resources as assets remain in operation beyond their intended life cycle.

6 INTERNAL AUDITS

6.1 WASTEWATER QUALITY MANAGEMENT SYSTEM AUDITS

The Operating Authority must conduct annual Internal Audits to evaluate the conformity of the Wastewater System with the requirements of the Wastewater Quality Management System Standard and its procedures.

In 2023, the Wastewater Quality Management System Internal Audit was integrated with the Drinking Water Quality Management System audit. The results of the 2023 Annual Wastewater Quality Management System Internal Audit demonstrated that the City of Hamilton's Wastewater Quality Management System contains the required procedures and records to illustrate the establishment and continual improvement of the Management System.

With the timely completion of the corrective actions issued as a result of this audit, the overall conformance to the Wastewater Quality Management System Standard and the City of Hamilton's Wastewater Quality Management System is suitable, the audit process is adequate, and the implementation and maintenance effective.

6.2 2024 WASTEWATER QUALITY MANAGEMENT SYSTEM AUDIT PLAN

The Compliance Support Group of the Compliance & Regulations Section will be developing an Audit Plan for the 2024 Wastewater Quality Management System Internal Audit. The audit is to take place between September and November 2024. The plan will include a number of process and Element audits. The Audit Plan will be reviewed by the Hamilton Water Senior Management Team and approved by the Systems Management Representative prior to implementation.

7 MANAGEMENT REVIEW

The "Plan" component of Element 21 Management Review of the Wastewater Quality Management System Standard requires a documented procedure to describe how the Operating Authority reviews the suitability, adequacy and effectiveness of the Wastewater Quality Management System. The "Check" component of the Element requires that Top Management participate in a management review at least once per year to review the Wastewater Quality Management System and consider recommendations for continual improvement. Required outputs of the meeting are:

- Consideration of the results of the management review and identifying deficiencies and action items to address deficiencies
- Provide a record of decisions and action items including responsibilities and timelines
- Report the results of the management review to the Owner

In 2023, the Wastewater Quality Management System Top Management Review was held on September 19, 2023. Attendees included Top Management (General Manager of Public Works and Director of Hamilton Water), Directors, Section Managers, Overall Responsible Operators for Collection and Treatment, the System Management Representative (i.e., Manager of Compliance and Regulations) and staff from the Compliance Support Group.

Overall, Top Management, Directors and Section Managers concluded that the Wastewater Quality Management System is suitable, adequate and effective.

Action Items were assigned following the 2023 Wastewater Quality Management System Top Management Review that will result in operational improvements, improved communication and better coordination between Hamilton Water and other City departments.

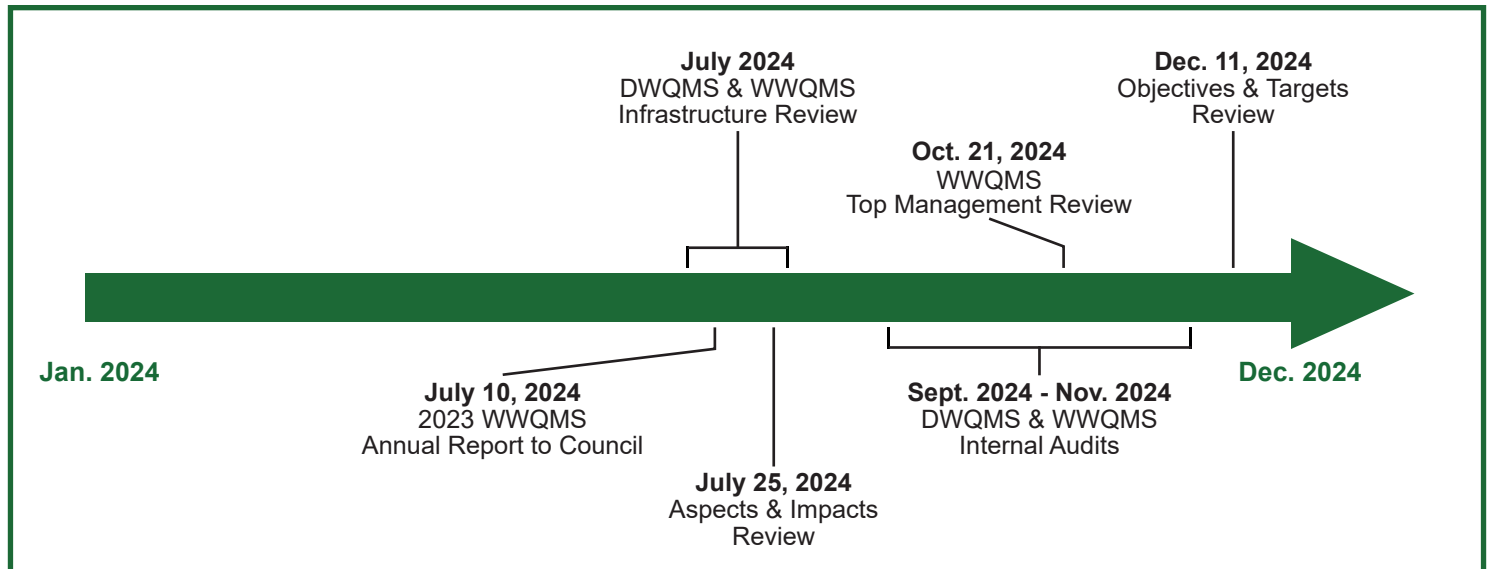
8 CONCLUSIONS

The outcomes from the internal Wastewater Quality Management System audit and the Management Review concluded that the Wastewater Quality Management System is adequate, suitable, effective and conforms to the requirements of the Wastewater Quality Management System Standard. Corrective action plans from the audit and action items from the Management Review will be implemented to ensure continual improvement of the Wastewater Quality Management System.

9 NEXT STEPS

The management system requires ongoing commitment by staff and management. Maintenance and improvement of the system continue to be a high priority of the Operating Authority. Major milestones related to the maintenance of the Wastewater Quality Management System in 2024 are detailed in Figure 3.

Figure 3: 2024 Wastewater Quality Management System Milestones




DWQMS = Drinking Water Quality Management System & **WWQMS** = Wastewater Quality Management System





INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	July 10, 2024
SUBJECT/REPORT NO:	Speed Cushion Process (PW24039) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Mike Field (905) 546-2424 Ext. 4576
SUBMITTED BY:	Carolyn Ryall Director, Transportation Public Works Department
SIGNATURE:	

COUNCIL DIRECTION

N/A

INFORMATION

Traffic Calming is a combination of physical features that are intended to effectively address issues related to vehicle speed, excessive traffic volume, and overall neighbourhood safety. Traffic calming measures when combined with engineering, education, and enforcement can improve the safety of all road users and aid the City in achieving the goals of Vision Zero.

Information Report PW24039 is intended to provide clarity on the process for the implementation of speed cushions. A traffic calming policy will come forward to Public Works Committee for consideration in the last quarter (Q4) of 2024. Since speed cushions are one of the many methods of traffic calming, the larger policy will include broader content related to standards, guidelines and other associated policies. This information report is not intended to include this level of information in consideration of the pending Traffic Calming Policy.

Speed cushions are one of the many tools in the traffic calming toolbox that are used for traffic calming purposes. They provide vertical deflection in the pavement perpendicular to the direction of travel across a street to reduce vehicle speeds. The cushions include

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SUBJECT: Speed Cushion Process (PW24039) (City Wide) – Page 2 of 7

wheel cut-outs to allow bicycles and large vehicles such as transit vehicles and fire trucks to pass unaffected. The cut-outs also aid in drainage of the roadway during rain events and snow melt. Speed cushions can also deter cut-through traffic and reduce volumes by making it inconvenient for through-traffic travel. The City's standard design for speed cushions is attached to Report PW24039 as Appendix "A". There are approximately 500 existing speed cushions City-wide.

The use of speed cushions was introduced predominantly in 2019 and previously a variety of different vertical deflection-based devices, including variations of speed cushions, were used but mostly categorized as speed humps. Speed humps do not include wheel cut-outs and are considered more physically aggressive compared to speed cushions. While speed humps are still a useful traffic calming tool, industry best practices have shifted from speed humps to speed cushions for municipal roadways since they better accommodate transit and emergency services vehicles and provide better roadway drainage.

The City's standard design for speed humps is attached to Report PW24039 as Appendix "B". There are approximately 80 existing speed humps City-wide. The existing speed humps still provide traffic calming benefits and they are upgraded to speed cushions during roadway reconstruction, if they are deemed to be no longer effective, or have asset condition issues.

Between 2015-2018 the City installed temporary rubberized speed humps which could be deployed quickly and easily. However, they had to be removed during the winter months to avoid damage from winter operations and therefore they only were beneficial for approximately 8 months of the year. They were also difficult to maintain when installed because of a variety of condition related issues, including damage to the road surface, breakdown of the rubberized hump material and the loosening of the anchors that attached the humps to the roadway. Because of the operating and maintenance challenges they are no longer used, and all previous locations were replaced by permanent speed cushions in 2019-2020.

Speed bumps are a form of vertical deflection and are similar in design to speed humps, but they are more aggressive to vehicles which require considerably slow operating speeds to traverse them and are not recommended for use on municipal roadways. Speed bumps are regularly installed on private property such as parking lots and driveways for example. There are no speed bumps on roadways in the City, nor are they typically used in other jurisdictions.

Vertical deflection features require drivers to slow the operating speed of their vehicles so that they can be safely traversed in a controlled manner. They are not necessarily designed or intended to be driven over at the posted speed limit, but rather at a lower speed so that a traffic calming effect is achieved. The speed at which a vehicle can safely traverse them depends on many factors including weather and vehicle types. The

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SUBJECT: Speed Cushion Process (PW24039) (City Wide) – Page 3 of 7

height of speed cushions and humps allow sufficient vertical clearance for standard vehicles to drive over. Vehicles with low ground clearance can traverse them safely at low speeds. Modified vehicles that have abnormally low ground clearance may not be able to traverse speed cushions and humps and would also have similar difficulty navigating other vertical based features such as railway tracks and driveway approaches for example. A typical speed cushion installation is attached to Report PW24039 as Appendix “C” for reference.

Vertical deflection features are not recommended to be used on major collector or arterial roadways as these roadways accommodate larger volumes of traffic, a variety of different vehicle types and are designed to operate in a relative efficient manner from a traffic flow perspective – all of which would be impeded. The Transportation Division is not aware of any other jurisdictions that install speed cushions on major collector or arterial roadways, nor are they recommended to be used on these types of roadways in industry standards and best practices. Speed cushions are best suited for roadways that receive lower traffic volumes and little to no truck traffic. Other traffic calming measures are used on major collectors and arterial roadways, such as bump-outs, traffic signal timing/functional adjustments and automated traffic enforcement for example

The Transportation Division and Ward Councillor offices routinely receive requests from residents regarding concerns with speeding and driver behaviour on local streets, or requests related to drivers cutting-through neighbourhoods. The Transportation Operations Section (Roadway Safety Team) investigates these concerns, considering a variety of factors including collision history, vehicle operating speeds, traffic volumes, proximity to schools and parks and roadway characteristics.

When investigating speeding concerns and/or requests for the installation of speed cushions, speed studies will be conducted to measure the operating speed and volume of vehicles on the segment of roadway in question. The speed studies measure multiple consecutive days of information to ensure that the data collected is representative of normal day-to-day conditions. Data collection does not occur during the winter months since winter weather can skew results as vehicle speeds are generally lower in winter weather.

A traffic calming assessment, in line with the Transportation Association of Canada’s Traffic Calming Guideline, is completed which considers the recorded operating speeds, traffic volume, prevalence of cut-through traffic, collisions, and road characteristics (which include identifying the presence of sidewalks and pedestrian generators such as schools, playgrounds, community centres and libraries for example). The results of the assessment will output if traffic calming is warranted or not. Notwithstanding seasonal factors and internal workplan priorities, it typically takes 4-6 weeks to complete a traffic calming assessment.

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SUBJECT: Speed Cushion Process (PW24039) (City Wide) – Page 4 of 7

Assessment results are communicated back to residents and Councillor's offices. Warranted speed cushions are added to the Transportation Division's workplan, implemented, and funded from the Vision Zero program. Should residents and Councillor's office wish to proceed with the installation of unwarranted speed cushions, then the typical practice is that a motion is prepared which includes a funding source. In these instances, the use of petitions has been encouraged to ensure that most residents are in favour of the use of speed cushions on their street since they are not warranted from a technical perspective.

The threshold for a successful petition is when 50% + 1 of the total homes on the roadway segment are in favour of the installation of speed cushions. While petitions have typically not been required and their use is at the discretion of the Ward Councillor, moving forward a successful petition will be required unless there are exceptional circumstances.

In circumstances when petitions have not been utilized for unwarranted installations it is common for the Transportation Division to receive complaints from residents after installation, at times in an aggressive manner. Receiving and responding to resident complaints strains resources and the use of petitions greatly reduces these instances. In circumstances where petitions are not possible, or would not be of benefit, their use can be removed from the approval process.

In some instances, residents take it upon themselves to conduct petitions and present the petition to the City or their Ward Councillor's office. The Transportation Division assists in the preparation of motions for speed cushions to ensure they contain the necessary information for implementation including the quantity and estimated cost for installation.

The percentage of warranted vs. unwarranted speed cushions cannot be calculated at this time due to the cyber-attack, however, the majority of speed cushions installed throughout the City are considered unwarranted from a technical perspective.

While the social value and resident appreciation of unwarranted speed cushion installations cannot be discredited, installing unwarranted traffic calming features can allocate resources away from efforts that are of a higher benefit from a Vision Zero perspective.

Local roadways, where most unwarranted speed cushions exist, represents 45% (2,812 km) of the City's overall road network (6,517 km), however only 6.68% of fatal and injury collisions occur on local roadways. Expending resources studying and implementing unwarranted traffic calming features on local roadways reduces the City's capacity to apply resources where fatal and injury collisions are occurring or more likely to occur.

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SUBJECT: Speed Cushion Process (PW24039) (City Wide) – Page 5 of 7

Speed cushion placement is based on roadway segment length, existing stop controls, sharp curves in the road, driveway spacing and drainage/manholes. The recommended spacing between speed cushions is 120 meters to 250 meters apart and is dependent on the desired speed reduction. The minimum spacing between speed cushions and stop controls and sharp curves is 65 meters and 75 meters from traffic signals. Speed cushions are not installed in front of driveways or on top of or adjacent to catch basins or manholes. The process diagram for speed cushion requests is attached to Report PW24039 as Appendix “D” for reference.

Speed cushions are installed by contractual services and have been implemented in two phases, specifically spring implementation (May-June) and fall implementation (August-November). To include speed cushions in the spring implementation phase, locations must be formally identified to the City’s contractor by the end of March and by the end of July for the Fall implementation phase. Beginning in 2025, the speed cushion installation contract will be restructured so that the two-phase approach will be unnecessary.

In its place when an approved speed cushion location(s) is identified they will be processed immediately and forwarded to the installation contractor for implementation. It is expected that upon receipt, it would be approximately 6-8 weeks to when the speed cushion(s) are installed if this occurs during the construction season. Locations identified outside of the construction season would wait until the re-start of the construction season. The exact timelines will be determined upon the issuance of the revised 2025 installation contract. This change in process will provide a more streamlined approach and result in more timely installations.

Upon the formal identification of speed cushion installations, the process of installing speed cushions includes multiple activities as summarized per the following:

- a) Location Pre-Marking:
The physical location of the speed cushion(s) is marked with white marking paint on the roadway. A speed cushion frequently asked question brochure, as attached to Report PW24039 as Appendix “E”, is delivered to residential properties that are in proximity of the pending installation locations.
- b) Utility Locating:
The City’s contractor requests utility locates through the Ontario One Call process. Utility companies identify the location of the presence of their underground infrastructure by applying marking paint on the roadway and boulevards to permit the installation of the speed cushions and associated signage posts.
- c) Pavement Milling:

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SUBJECT: Speed Cushion Process (PW24039) (City Wide) – Page 6 of 7

The milling (removal of a layer of pavement) of the existing pavement where the speed cushion will be installed takes place. Milling leaves a temporary depression in the pavement which is often marked with a temporary sign alerting drivers to the discontinuity of the roadway's paved surface. Multiple speed cushion locations across the City will be milled before proceeding with installation of the speed cushion. Prior to physical construction, construction notices are delivered to properties directly impacted or adjacent to the roadway works to provide information and notice. A copy of the construction notice is attached to Report PW24039 as Appendix "E".

d) Speed Cushion Installation:

The speed cushion is installed which is constructed from asphalt. Multiple locations of speed cushions across the City will be installed before proceeding with the installation of signage and pavement markings.

e) Signage & Pavement Markings:

Speed Hump signage is installed on either side of the speed cushions to alert drivers to the presence of the cushions as required by the Ontario Traffic Manual. Pavement markings are also installed on either approach side of the speed cushion for the same purpose as the signs.

f) Quality Control & Adjustment:

The Transportation Division inspects the installation of the speed cushions, signage, and pavement markings to ensure that they conform to the installation standards. Any installation issues found during inspection are provided to the contractor who is required to make any adjustments to meet specification compliance.

In 2022, 123 speed cushion locations were implemented, and 161 locations in 2023. The cyber-attack impacted the issuance of the City's 2024 speed cushion installation contract and spring locations have been slightly delayed. However, 40 speed cushions are in the process of being installed in 2024 as part of the spring implementation which began in May. The 2024 Speed Cushion Spring Implementation list is attached to Report PW24039 as Appendix "F".

2024 fall speed cushion implementation locations are required to be formally identified by Friday, August 30, 2024, to ensure that installations can be completed prior to the end of the construction season. This is later than in the past and in consideration of the impacts that the cyber-attack on the program.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PW24039 – City of Hamilton Standard Road Drawing
DT:0119-02 Speed Cushions

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SUBJECT: Speed Cushion Process (PW24039) (City Wide) – Page 7 of 7

Appendix “B” to Report PW24039 – City of Hamilton Standard Road Drawing
DT:0119-01 Speed Humps

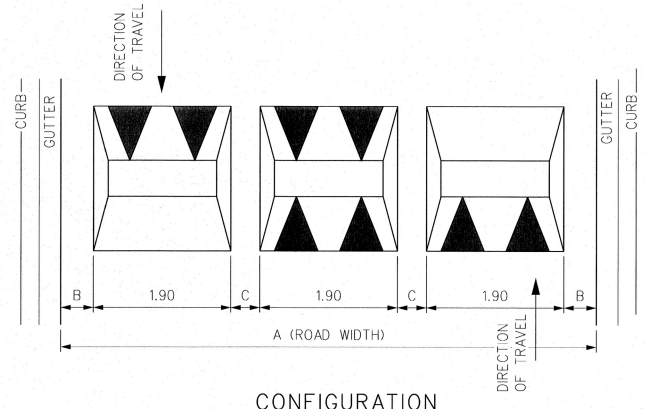
Appendix “C” to Report PW24039 – Typical Speed Cushion Installation

Appendix “D” to Report PW24039 – Speed Cushion Request Process Diagram

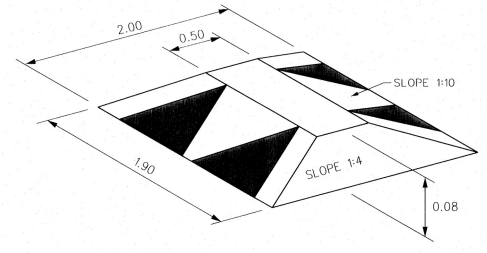
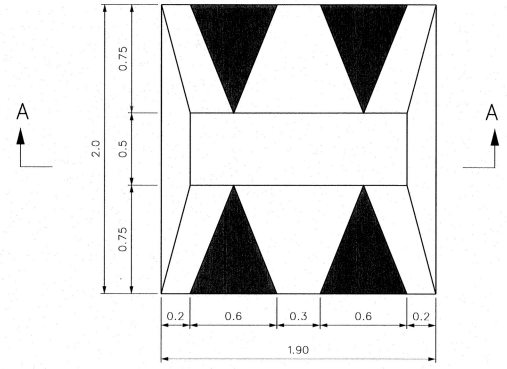
Appendix “E” to Report PW24039 – Speed Cushion Public Handouts

Appendix “F” to Report PW24039 – 2024 Speed Cushion Spring Implementation List

DRAWING No.: DT:0119-02

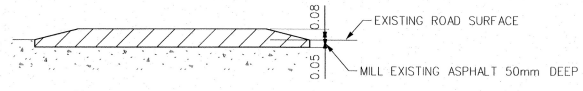


CONFIGURATION




DIMENSIONS

GENERAL LAYOUT			
ROAD WIDTH A (m)	No. OF CUSHIONS	DIMENSIONS (m)	
		B	C
8.0	3	0.75	0.40
9.0	3	1.10	0.55
10.0	4	0.60	0.40
11.0	4	1.00	0.46



SECTION A-A

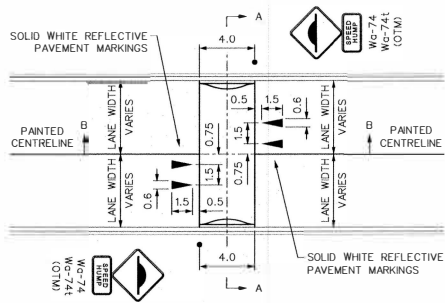
NOTE: ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE NOTED

No.	DATE	DRAWN	NEW DRAWING	REVISION DETAILS
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CHECKED: <i>MS</i> <i>SE</i>			SPEED CUSHIONS	
SCALE: N.T.S.			PREPARED BY THE CITY OF HAMILTON, TRAFFIC ENGINEERING, PUBLIC WORKS DEPARTMENT	
Printed: 3/06/19			APPROVAL	
DRAWING No.: DT:0119-02			 MANAGER OF TRANSPORTATION OPERATIONS	

13 Mar 19
MM/DD/YY

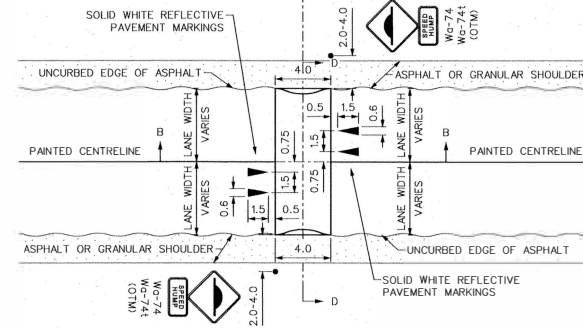
STANDARD DESIGN FOR SPEED CUSHIONS

DRAWING No.: DT:0119-01



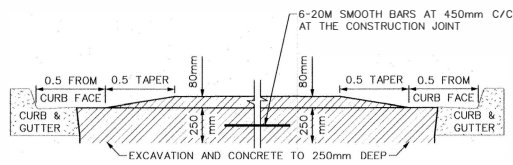
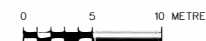
**URBAN ROADWAY
 PLAN VIEW
 CONCRETE SPEED HUMP LAYOUT,
 PAVEMENT MARKINGS AND SIGNAGE**

SCALE 1:250



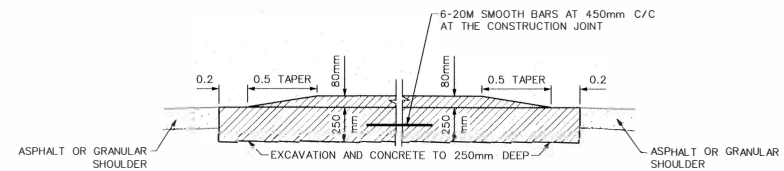
**RURAL ROADWAY
 PLAN VIEW
 CONCRETE SPEED HUMP LAYOUT,
 PAVEMENT MARKINGS AND SIGNAGE**

SCALE 1:250



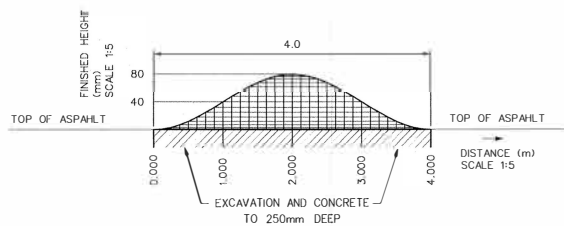
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 URBAN ROADWAY**

NOT TO SCALE



**DETAIL 'C' - SECTION D-D
 RURAL ROADWAY**

NOT TO SCALE



**DETAIL 'B' - SECTION B-B
 URBAN AND RURAL ROADWAY**

NOT TO SCALE

STANDARD PRACTICES, UNLESS NOTED
 DIMENSIONS WITH DECIMAL PLACES ARE METRES
 DIMENSIONS IN WHOLE NUMBERS ARE MILLIMETRES

APPROVAL

[Signature]
 MANAGER OF TRAFFIC OPERATIONS AND ENGINEERING
 01/17/17
 MM/DD/YY

0	2016.12	SAL	NEW DRAWING
No.	DATE	DRAWN	

SCALE: NOTED

DESIGN: SL/SC

CHECKED:

[Signature]

DRAWING DATE:
2017.01

Printed:
January 13, 2017

DRAWING No.:
DT:0119-01

REVISION DETAILS

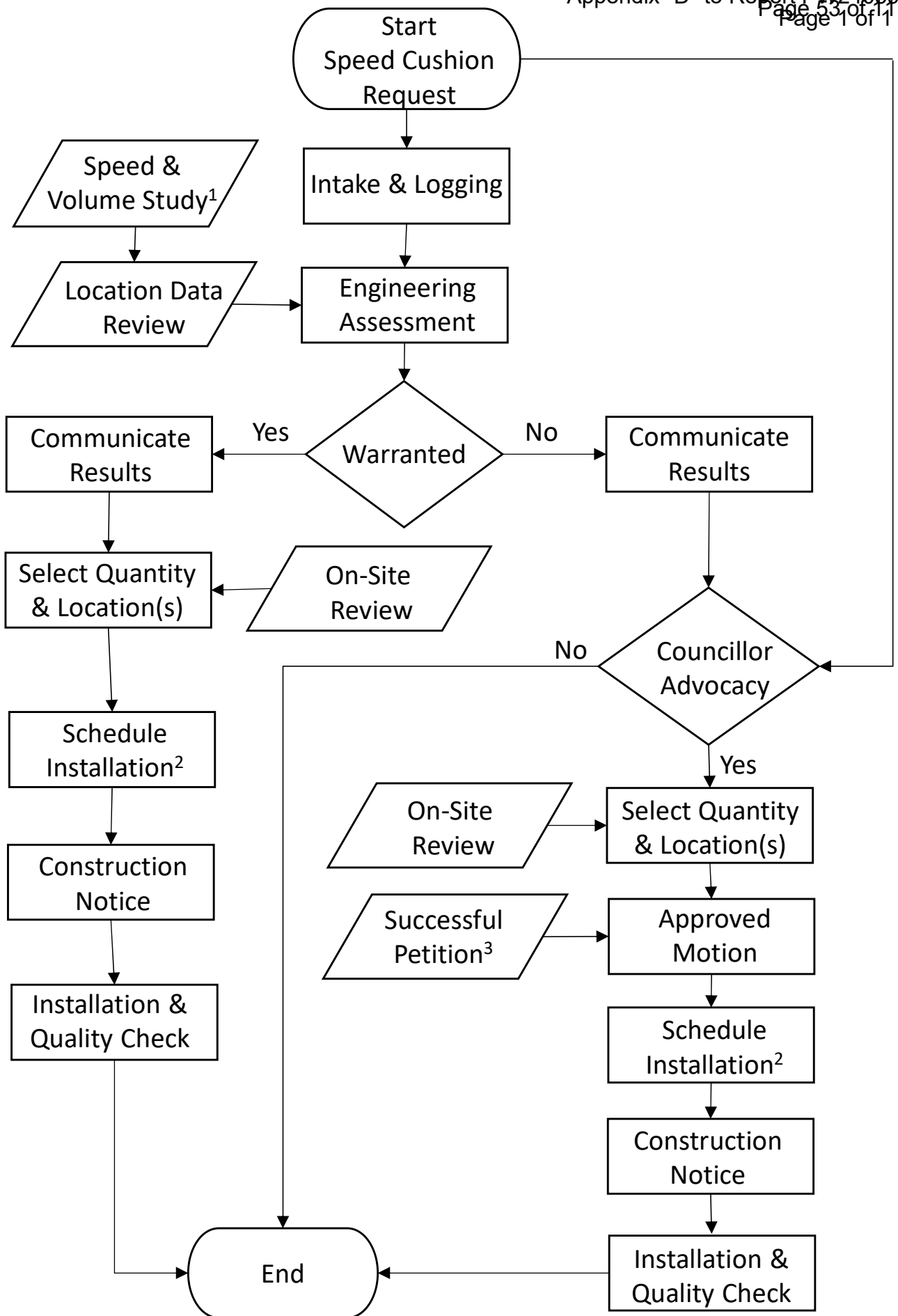
**CITY OF HAMILTON
 INSTALLATION STANDARDS**

STANDARD DESIGN FOR SPEED HUMPS

PREPARED BY THE CITY OF HAMILTON, TRAFFIC OPERATIONS AND ENGINEERING
 ENERGY FLEET AND TRAFFIC SECTION, CORPORATE ASSETS AND STRATEGIC PLANNING
 PUBLIC WORKS DEPARTMENT

Typical Speed Cushion Installation:
A Road Cross-Section Example with a Speed Cushion Installation
on Isaac Brock Drive (Ward 9)





Notes:

1 – Speed studies are seasonal and are typically not conducted during winter months (Nov-Mar).

2 – Installations occur in Spring and Fall cohorts.

3 – Successful petitions (50% +1 of homes in favour) are required unless deemed otherwise.

WHAT IS A SPEED CUSHION?

A speed cushion is a traffic calming measure that utilizes vertical deflection in the pavement of a street to slow vehicles. They are designed to include a small separation between the cushions for larger vehicles such as fire trucks and buses to cross them unaffected, while reducing passenger car speeds.

HOW ARE THEY EFFECTIVE?

Speed cushions are effective in reducing the speed of vehicle traffic; particularly in residential neighborhoods. Cushions reduce the number of vehicles that are excessively speeding, and can reduce the volume of traffic on a roadway by deterring cut-through traffic.



CONTACT US

Transportation Operation & Maintenance
Public Works Department

1375 Upper Ottawa Street
Hamilton, Ontario, L8W 3L5

Email: TrafficOps@hamilton.ca
Call: 905-546-4376



FREQUENTLY ASKED QUESTIONS

SPEED CUSHIONS



WHAT ARE THE DISADVANTAGES?

Some disadvantages of speed cushions can be increased traffic noise levels due to braking and accelerating, and increased gas consumption/emissions levels - especially if there are multiple devices in close proximity.

HOW IS PLACEMENT DECIDED?

The locations and number of cushions are chosen based on speed data, minimum spacing guidelines between traffic control and traffic calming devices, and driveway spacing. Additionally, the installation area must be clear of catch basins and manholes.

WHEN ARE THEY INSTALLED?

Speed cushions are implemented twice per year:

- Spring Install: Typically from May – June
- Fall Install: Typically from August – November

HOW ARE THEY IMPLEMENTED?

City of Hamilton has a Traffic Calming Process. Speed cushions are implemented via a traffic calming assessment, complete streets review, or Councillor motion. A request for Traffic Calming may be submitted to Roadway Safety or your Councillor.

ARE CARS ALLOWED TO PARK OVER THEM?

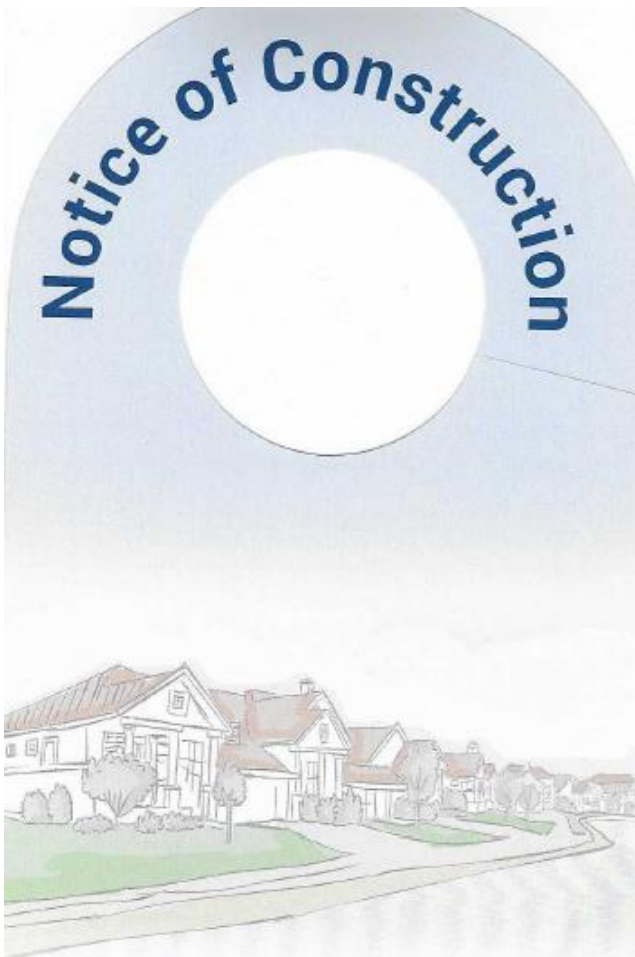
Yes, speed cushions do not affect on-street parking.

WHAT ARE THE SPECIFICATIONS?

Speed cushions are constructed to 8 centimeters in height. They are designed with three separate "cushions" to accommodate emergency vehicles. All speed cushions are constructed from asphalt and must have accompanying warning signage installed adjacent to construction location.

Based on speed studies, speed cushions are still effective until 4 centimeters in height. Below this threshold they will be replaced upon review.

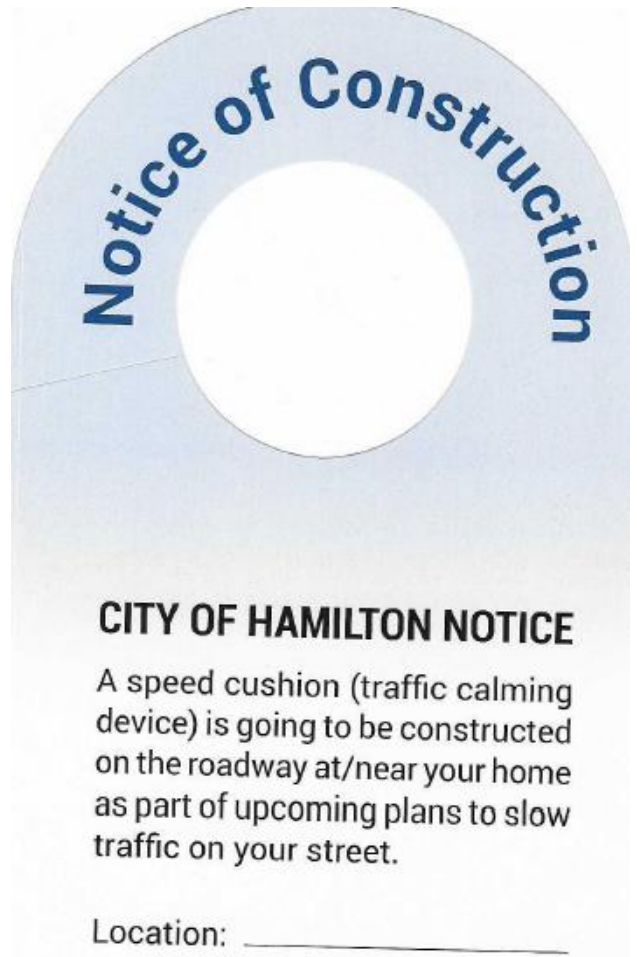
Damaged speed cushions can be reported directly to Transportation Operations and Maintenance, please see contact information on the back.



**WE'LL BE WORKING IN
YOUR NEIGHBOURHOOD**



Hamilton
Transportation Operations
& Maintenance



CITY OF HAMILTON NOTICE

A speed cushion (traffic calming device) is going to be constructed on the roadway at/near your home as part of upcoming plans to slow traffic on your street.

Location: _____




If you require further information
please contact
905-546-2424 ext.5421

2024 SPEED CUSHIONS - SPRING IMPLEMENTATION				
<i>Speed Cushion Location</i>	<i>Intersecting Street</i>	<i>Ward</i>	<i># of Cushions</i>	<i>Notes</i>
19 Woodbridge Rd	between King St E and Lawrence Rd	4	3	Location Identified by Transportation Operations
Rainbow Drive	between Secord Drive and Star Ave	5	3	Location Identified by Transportation Operations
Rainbow Drive	between Star Ave and Orphir Road	5	3	Location Identified by Transportation Operations
Secord Drive	between Woodman Drive S. and Rainbow Drive	5	3	Location Identified by Transportation Operations
Glen Echo Drive	between Loyalist Drive and Loyalist Drive	5	3	Location Identified by Transportation Operations
Rolston Drive	between Miami Drive and Sarasota Avenue	8	3	Location Identified by Transportation Operations
Rolston Drive	between Miami Drive and Sarasota Avenue	8	3	Location Identified by Transportation Operations
Margaret Ave	between Highway 8 and Barton St	10	3	Location Identified by Transportation Operations
Lewis Rd	between Highway 8 and Barton St	10	2	Location Identified by Transportation Operations
1 1/2 Carpenter Avenue	between Eastdale Blvd and Lincoln Road	10	3	Location Identified by Transportation Operations
280-284 Celtic Drive	between Celtric Drive and Eastdale Blvd	10	2	Location Identified by Transportation Operations
19 Darlington Drive (see notes)	between Ashton Road and Bonaventure Drive	14	3	Location Identified by Transportation Operations
35 Darlington Drive (see notes)	between Ashton Road and Bonaventure Drive	14	3	Location Identified by Transportation Operations
Greig Street	Between Little Grieg Street and Barton Street North	1	1	Location Identified through Council Motion
Lamoreaux Street	Between Dundurn Street North and Strathcona Avenue North	1	2	Location Identified through Council Motion
Kent Street	Between Aberdeen Avenue and Glenfern Avenue	1	2	Location Identified through Council Motion
Dromore Crescent	Between Paisley Avenue North and Sterling Street	1	3	Location Identified through Council Motion
Bowman Street	Between Main Street West and Baxter Street	1	3	Location Identified through Council Motion
Paradise Road	Between Franklin Avenue and Edgevale Road	1	3	Location Identified through Council Motion
Bond Street North	Between Franklin Avenue and Devon Place	1	2	Location Identified through Council Motion
Cumberland Avenue	between Sanford Ave S. and Wentworth St. S	3	2	Location Identified through Council Motion
St Matthew Ave	between Barton St. and Birge St.	3	3	Location Identified through Council Motion
Cheever St	between Barton St. and Birge St.	3	2	Location Identified through Council Motion
Balsam Ave	between Maplewood Ave and Cumberland Ave	3	3	Location Identified through Council Motion
East Ave N	between Barton St E and Robert St	3	3	Location Identified through Council Motion
Kensington Ave N	between Cannon St and Roxborough Ave	3	2	Location Identified through Council Motion
Spadina Ave	between Dunsmere Rd and King St.	3	2	Location Identified through Council Motion
Spadina Ave	Between Dunsmere Rd and Vineland Ave	3	2	Location Identified through Council Motion
Spadina Ave	Between Vineland Ave and King St E	3	2	Location Identified through Council Motion
49 Owen Place	btwn Cromwell Cres & King St E	5	3	Location Identified through Council Motion
234 Kenora Avenue	btwn Janet Ct & Village Dr	5	3	Location Identified through Council Motion
174/173 East 31 st Street	between Brucedale Ave and Queensdale Ave	7	3	Location Identified through Council Motion
Bellagio Ave	Between Keystone Cres and Bonhill Blvd	9	3	Location Identified through Council Motion
Hannon Crescent	Between Dakota Blvd and Pinehill Dr	9	3	Location Identified through Council Motion
56 Barton Street	btwn Hamilton St S & Flamboro St	15	3	Location Identified by the Waterdown TMP
100 Braehied Avenue	btwn Brian Blvd & Fento Dr	15	3	Location Identified by the Waterdown TMP
20-18/21-19 Braehied Avenue	btwn Riley St & Rockhaven Ln	15	3	Location Identified by the Waterdown TMP
20.0 m N of 19 Riley Street	btwn Chudleigh St & Braehied Ave	15	3	Location Identified by the Waterdown TMP
1/2 Riley Street	btwn Scott St & Chudleigh St	15	3	Location Identified by the Waterdown TMP
47-51/48-52 Forest Ridge Avenue	btwn Avonsyde Blvd & Stillwater Cres	15	3	Location Identified by the Waterdown TMP

Note: Population of locations for the fall speed cushion implementation list is in progress.



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Engineering Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	July 10, 2024
SUBJECT/REPORT NO:	Proposed Permanent Closure and Sale of a Portion of Public Highway Abutting 191 Victoria Avenue South, Hamilton (PW24043) (Ward 3)
WARD(S) AFFECTED:	Ward 3
PREPARED BY:	Laura-Lynn Fernandes (905) 546-2424 Ext. 6164
SUBMITTED BY:	Jackie Kennedy Director, Engineering Services Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That the application of the owner of 191 Victoria Avenue South, Hamilton, to permanently close and purchase a portion of the public highway abutting the south side of 191 Victoria Avenue South, Hamilton ("Subject Lands"), as shown on Appendix "A", attached to Report PW24043, be approved, subject to the following conditions:
- (i) The City Solicitor be authorized and directed to prepare all necessary by-laws to permanently close and sell the highway, for enactment by Council;
 - (ii) The Corporate Real Estate Office of the Planning and Economic Development Department be authorized and directed to enter into any requisite easement agreements, right of way agreements, and/or other agreements deemed necessary to affect the orderly disposition of the Subject Lands and to proceed to sell the Subject Lands to the owners of 191 Victoria Avenue South, Hamilton, as described in Report PW24043, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204;
 - (iii) The City Solicitor be authorized to complete the transfer of the Subject Lands to 191 Victoria Avenue South, Hamilton pursuant to an Agreement of Purchase and Sale or Offer to Purchase as negotiated by the Corporate

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**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public Highway
Abutting 191 Victoria Avenue South, Hamilton
(PW24043) (Ward 3) - Page 2 of 4**

Real Estate Office of the Planning and Economic Development
Department;

- (iv) The City Solicitor be authorized and directed to register a certified copy of the by-law(s) permanently closing and selling the highway in the proper land registry office;
- (v) The City Solicitor be authorized to amend and waive such terms as they consider reasonable to give effect to this authorization and direction;
- (vi) The Public Works Department publish any required notice of the City's intention to pass the by-laws and/or permanently sell the closed highway pursuant to the City of Hamilton Sale of Land Policy By-law 14-204;
- (vii) The applicant be fully responsible for the deposit of a reference plan in the proper land registry office, and that said plan be prepared by an Ontario Land Surveyor to the satisfaction of the Manager, Geomatics and Corridor Management Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section.

EXECUTIVE SUMMARY

The owner of 191 Victoria Avenue South, Hamilton, has made an application to permanently close and purchase a portion of the public highway abutting the south side of the property. The applicant proposes this closure in order to consolidate lands. As there were no objections from internal staff or public utilities, and there are no abutting land owners, staff support the application.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The applicant has paid the Council approved user fee of \$5,048.65. The Subject Lands will be sold to the owners of 191 Victoria Avenue South, Hamilton, at fair market value, as determined by the Corporate Real Estate Office of the Planning and Economic Development Department, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204.

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

**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public Highway
Abutting 191 Victoria Avenue South, Hamilton
(PW24043) (Ward 3) - Page 3 of 4**

Legal: The City Solicitor will prepare all necessary by-laws to permanently close and sell the Subject Lands and will register such by-laws in the Land Registry Office once Council has approved the by-law. The by-law does not take effect until the certified copy of the by-law is registered in the proper Land Registry Office. The City Solicitor will complete the transfer of the Subject Lands to the owners of 191 Victoria Avenue South, Hamilton, pursuant to an agreement negotiated by the Corporate Real Estate Office of the Planning and Economic Development Department.

HISTORICAL BACKGROUND

The Subject Lands that form the limits of this application were acquired by The Corporation of the City of Hamilton (City of Hamilton) in the 1970s for the Claremont Hill Mountain Access Road Project (CHARM) and forms part of Charlton Avenue as shown on Deposited Plan 62R-610 and was dedicated as Regional Road 197 by By-Law No. R77-78 registered in the Land Registry Office as Instrument CD63527 dated September 2, 1977.

The application received no objections from any City department, division, or public utility. As there are no other abutting land owners, and no objections received, staff support the closure and sale of the Subject Lands to the owner of 191 Victoria Avenue South, Hamilton, as shown on Appendix "A", attached to Report PW24043.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

A by-law must be passed to permanently close the lands in accordance with the *Municipal Act, 2001*.

RELEVANT CONSULTATION

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

- Planning and Economic Development Department: Development Engineering, Building, Economic Development, Real Estate, and Planning
- Public Works Department: Engineering Services, Hamilton Water, Transportation, and Environmental Services
- Hamilton Emergency Services
- Corporate Services Department: Financial Planning, Administration and Policy
- Mayor and Ward Councillor
- Bell, Alectra Utilities, Hydro One, and Enbridge Gas

**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public Highway
Abutting 191 Victoria Avenue South, Hamilton
(PW24043) (Ward 3) - Page 4 of 4**

There were no objections received from any public utilities, City departments and divisions.

Hamilton Water has advised that they will require easement protection.

As the applicants are the only abutting landowners, there was no external circulation.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

As there were no objections from any City department, division, or public land owners, staff are in support of the closure and sale of the Subject Lands to the owners of 191 Victoria Avenue South, Hamilton, as shown on Appendix "A", attached to Report PW24043.

ALTERNATIVES FOR CONSIDERATION

N/A

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

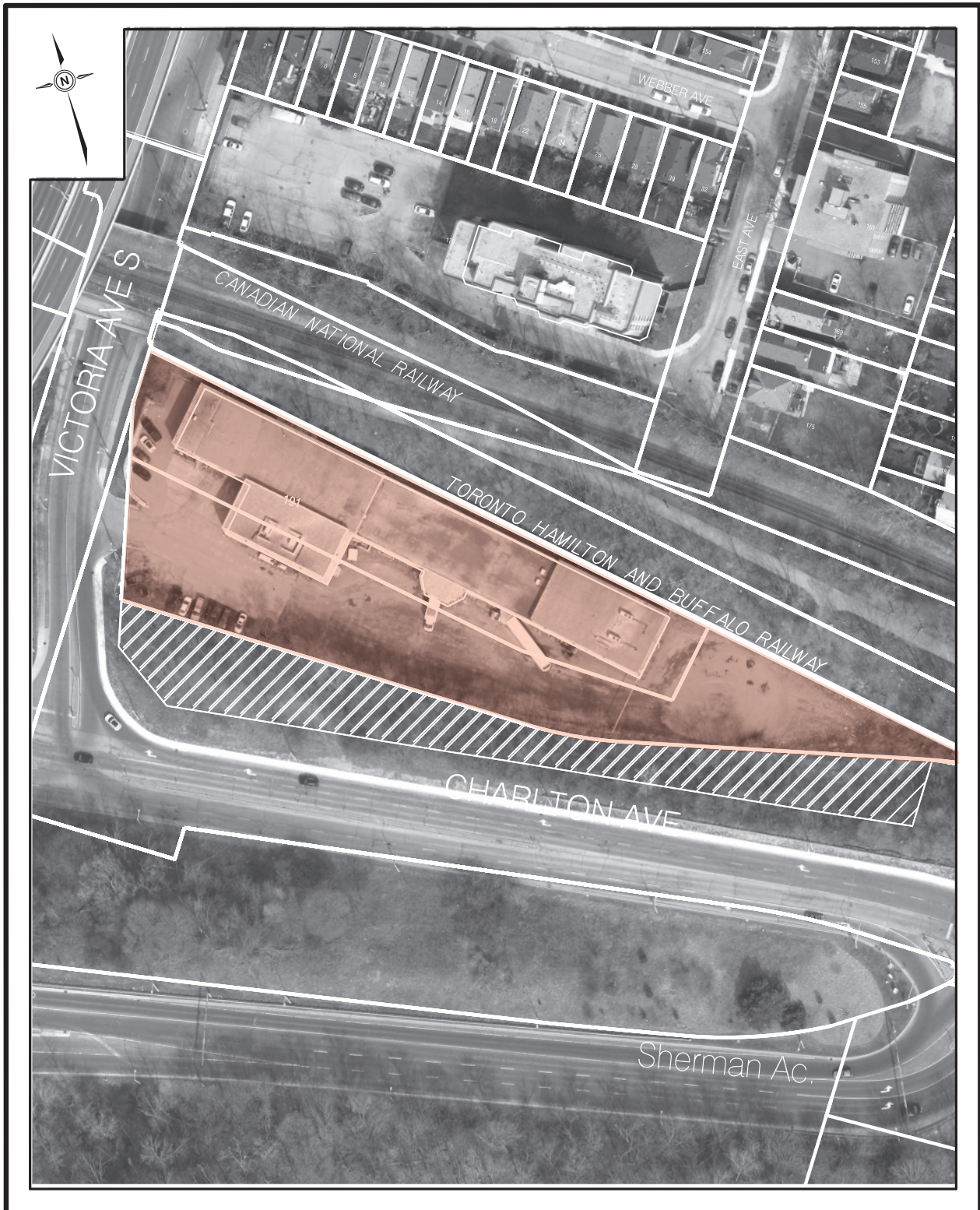
Built Environment and Infrastructure

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

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PW24043 - Aerial Drawing

Appendix "B" to Report PW24043 - Location Plan

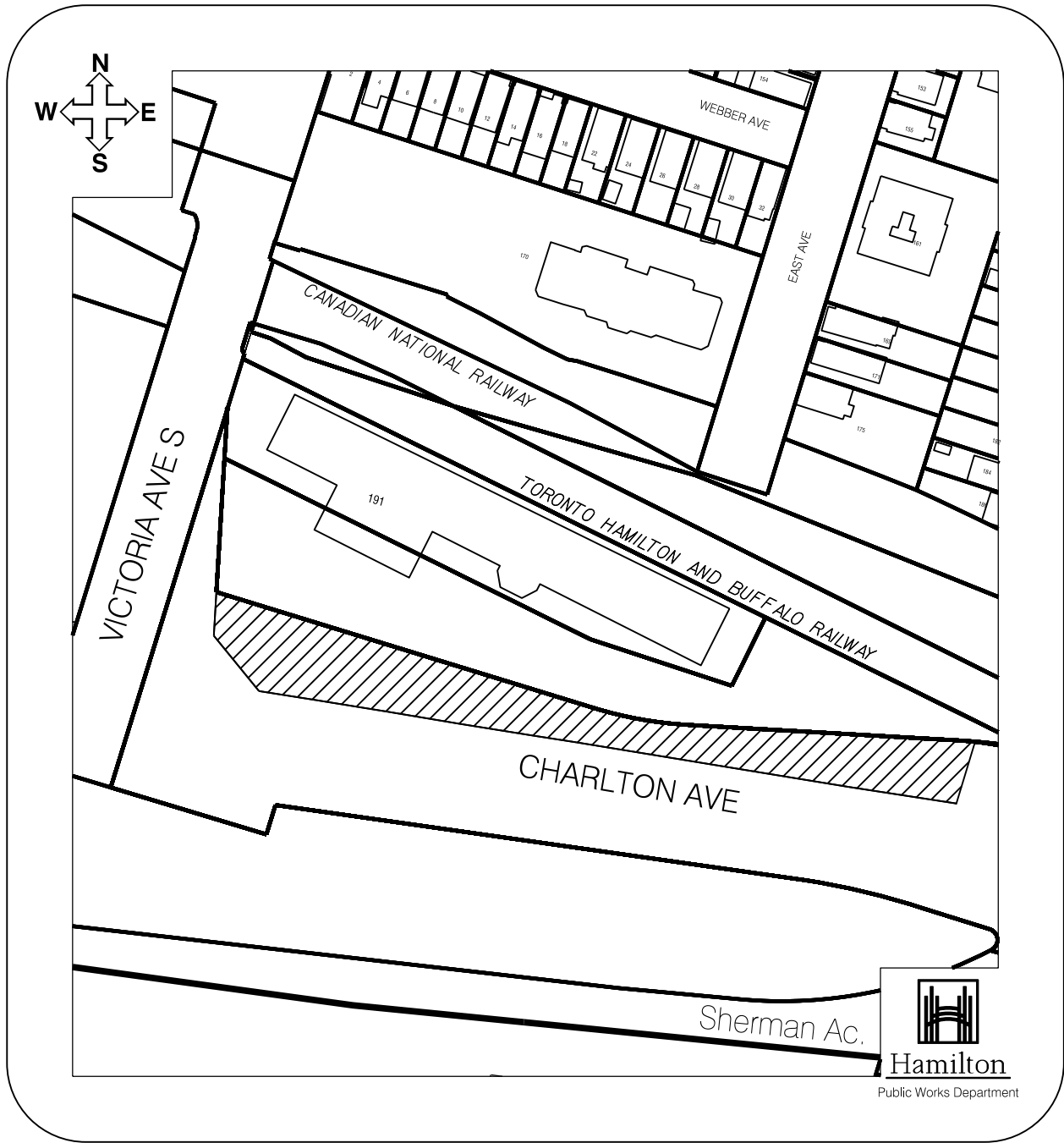


**PROPOSED CLOSURE OF PORTION OF PUBLIC HIGHWAY ABUTTING
191 VICTORIA AVENUE SOUTH, HAMILTON**

Geomatics & Corridor Management Section
Public Works Department

LEGEND

 **Lands to be Closed**




LOCATION PLAN

PROPOSED CLOSURE OF
 PORTION OF PUBLIC HIGHWAY ABUTTING
**191 VICTORIA AVENUE SOUTH,
 HAMILTON**

CITY OF HAMILTON
 PUBLIC WORKS DEPARTMENT

LEGEND




SUBJECT LANDS
 Lands to be Closed

DATE: March 29, 2023	Not to Scale
REFERENCE FILE NO : PW23__	



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Hamilton Water Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	July 10, 2024
SUBJECT/REPORT NO:	Single Source Contract Extension for Locates (PW24046) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Amanda Dubeckyj (905) 546-2424 Ext. 4743 Dave Alberton (905) 546-2424 Ext. 1090
SUBMITTED BY:	Shane McCauley Director, Water & Wastewater Operations Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That pursuant to Procurement Policy #11 – Non-competitive Procurements, Council approve the extension of Contract C11-30-18 Contractor Required for Utility Locates until April 1, 2025 and that the General Manager, Public Works, or his designate be authorized to negotiate and execute the amendment to the contract and any ancillary documents required to give effect thereto with PVS Contractors Inc., in a form satisfactory to the City Solicitor; and
- (b) That the General Manager of Public Works, or their designate, be authorized to amend any Contract executed and any ancillary documents as required if the vendor identified in this Report undergoes a name change, in a form satisfactory to the City Solicitor.

EXECUTIVE SUMMARY

In April 2023, under Policy #11 – Non-Competitive Procurement, the General Manager of Public Works approved an 18-month extension of Hamilton Water's existing contract with PVS Contractors Inc. for Locate Services. This extension, from March 1, 2023, to September 1, 2024, was necessitated by the cancellation of a request for tender due to the City receiving bids exceeding the approved budget by four to nearly six times the estimated amounts for services.

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SUBJECT: Single Source Contract Extension for Locates (PW24046) (City Wide)
- Page 2 of 4

Subsequently, Public Works conducted an industry review of locate service contract specifications and a comprehensive cost comparison analysis. The analysis revealed industry-wide price increases, directly linked to changes in the *Ontario Underground Infrastructure Notification System Act*. The *Ontario Underground Infrastructure Notification System Act* now allows financial claims by excavators for delays and fines from Ontario One Call for late locates. Many contracts now hold contractors providing locate services responsible for these claims and fines, leading contractors to incorporate these costs and risks into their pricing.

In 2023 the Public Works department developed a business case for an in-house utility locate service office, projecting annual savings of approximately \$3.3M. The resources to establish that in-house office was approved as part of the 2024 Recommended Water, Wastewater, and Stormwater Rate Supported Budget (FCS23100) (City Wide). Efforts are underway to establish this office, with a target launch date of January 1, 2025. However, staff are closely monitoring impacts from the 2024 cybersecurity incident which may cause delays; therefore, Hamilton Water recommends extending the existing contract until April 1, 2025.

This extension of the Utility Locates Contract with PVS Contractors Inc. is necessary to bridge the gap between the current contract expiry and the successful launch of the in-house utility locates service. As per Policy #11 on Non-Competitive Procurements under Procurement By-Law No. 20-205 as amended, Council approval is required for contract extensions exceeding 18 months.

Alternatives for Consideration – N/A

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Based on current contract pricing sufficient funds are available within the Hamilton Water Operational Budget to support this contract extension. Costs associated with this contract extension are approximately \$130K/month.

Staffing: N/A

Legal: The *Ontario Underground Infrastructure Notification System Act* imposes strict timelines for utility locates, and non-compliance carries significant financial risk for owners of underground infrastructure. These risks include financial claims from excavators who experience project delays due to late locates, as well as fines from Ontario One Call for failing to meet the required timelines.

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SUBJECT: Single Source Contract Extension for Locates (PW24046) (City Wide)
- Page 3 of 4

HISTORICAL BACKGROUND

Hamilton Water has utilized PVS Contractors Inc. for utility locating services since September 1, 2018, under a five-year contract.

In 2022, Hamilton Water developed a new Request for Tenders that anticipated changes to the *Ontario Underground Infrastructure Notification System Act*. These changes would allow excavators to make financial claims for delays and Ontario One Call to issue fines for late locates. The City's proposed contract, like many other municipalities, would require the contractor providing locate services to be responsible for these claims and fines. The new Request for Tenders was posted in January 2023.

Bids received were substantially higher than anticipated. The previous locates services contract cost less than \$500K annually. In contrast, compliant bids on the new contract ranged from \$4.7M to \$7M, with the increased liability being the primary driver of these cost increases.

While Hamilton Water had budgeted \$1.2M for the service – more than double the previous contract – the received bids were four to nearly six times higher. This led to the negotiation of an 18-month contract extension with PVS Contractors Inc., in accordance with Procurement By-Law No. 20-205 as amended, Policy #11 on Non-Competitive Procurements. This extension was intended to allow time for further analysis and development of a new tender document, budget adjustments, and exploration of in-house options. Subsequent analysis and a business case demonstrated significant potential savings through a consolidated in-house locates program.

The 2024 Recommended Water, Wastewater, and Stormwater Rate Supported Budget (FCS23100) (City Wide) included a recommendation to create such a consolidated in-house utility locate service office to serve all City departments. This initiative is projected to improve customer service, increase efficiency, and realize annual savings of approximately \$3.3M starting in 2025. Currently, efforts are underway to recruit 19 new full-time employees and procure vehicles and equipment. The new locates office is expected to be operational by January 1, 2025, although staff are closely monitoring impacts from the 2024 cybersecurity incident which may cause delays. Until this transition is complete, Hamilton Water requires ongoing support from a contracted locate service provider to ensure regulatory compliance.

The current locates service contract with PVS Contractors Inc. concludes on September 1, 2024. As per Procurement Policy #11, any further extension (beyond 18 months) necessitates Council approval.

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SUBJECT: Single Source Contract Extension for Locates (PW24046) (City Wide)
- Page 4 of 4

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

This report is in accordance with City of Hamilton By-law 20-205 as amended, Procurement Policy, Policy #11 – Non-Competitive Procurement.

The *Ontario Underground Infrastructure Notification System Act* mandates that owners of underground infrastructure must adhere to specified actions and timelines upon receiving a locate request notification. Non-compliance with these requirements can result in penalties such as fines or liability for compensating excavators for any losses or expenses arising from late or inaccurate locates.

RELEVANT CONSULTATION

The Procurement Division has been consulted on this report to ensure compliance with the Procurement Policy.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

As mandated by the *Ontario Underground Infrastructure Notification System Act*, utility locating services are essential for infrastructure owners like the City to maintain regulatory compliance. The current contract extension with PVS Contractors Inc. ends on September 1, 2024. While the in-house locates office is anticipated to be operational by January 1, 2025, the ongoing cybersecurity incident has caused delays in staffing and procurement, potentially resulting in delays to this implementation date.

Therefore, Hamilton Water recommends negotiating a contract extension of five to eight months with PVS Contractors Inc. This timeframe is deemed necessary to bridge the gap between the current contract expiration and the potentially delayed launch of the in-house program. A shorter, six-month contract procured through the open market is not practical due to the time constraints and current challenges posed by the cybersecurity incident. Given that this extension would exceed the 18-month limit, Council approval is required as per Policy #11 under By-law No. 20-205.

ALTERNATIVES FOR CONSIDERATION



N/A

APPENDICES AND SCHEDULES ATTACHED

N/A



CITY OF HAMILTON
PUBLIC WORKS
Engineering Services
and
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Licensing and By-Law Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	July 10, 2024
SUBJECT/REPORT NO:	Internal Infill Pilot Program to Address Activities on City Right-of-Way (PW24044/PED24086) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Rob Merritt (905) 546-2424 Ext. 4969 Tamara Reid (905) 546-2424 Ext. 1969
SUBMITTED BY:	Jackie Kennedy Director, Engineering Services Public Works
SIGNATURE:	
SUBMITTED BY:	Dan Smith Acting Director, Licensing and By-Law Services Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That Licensing and By-Law Services staff be directed to consult with Legal Services and Engineering Services to develop amendments to the Installation of Equipment on Roads By-Law 15-091 pertaining to the enforcement of permits issued for work within public Right-of-Way and to report back to the Public Works Committee by Q4 2024;
- (b) That Licensing and By-Law Services staff be directed to consult with Legal Services and Engineering Services to develop amendments to the Streets By-Law 86-77 pertaining to the enforcement of permits issued for Right-of-Way occupancies, and to report back to the Public Works Committee by Q4;

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SUBJECT: Internal Infill Pilot Program to Address Activities on City Right-of-Way (PW24044/PED24086) (City Wide) - Page 2 of 6

- (c) That the internal Infill Pilot Program between Licensing and By-Law Services and Engineering Services, be approved as a permanent program, subject to the approval of the staffing resourcing outlines in Recommendation d) and e);
- (d) That subject to the approval of Recommendations (c) and (e) of Report PW24044/PED24086, one full-time (1.0 FTE) Municipal Law Enforcement Officer, at an estimated annual cost of \$140,000 funded by user fees collected by Engineering Services be approved, and;
- (e) That subject to the approval of Recommendation (c) and (d) of Report PW24044/PED24086, the purchase of one vehicle at an estimated initial cost of \$54,525, and an estimated annual operating cost of \$6,250, be approved, for Licensing and By-Law Services.

EXECUTIVE SUMMARY

In 2021, Planning and Economic Development approved the Internal Infill Pilot Program, which introduced a collaboration between Licensing and By-law Services and Public Works to address the disruption and negative impacts to the Right-of-Way due to unpermitted activities during Infill redevelopment projects. In addition to Infill redevelopment, other prohibited activities include, but are not limited to; various private construction works, film productions, and landscape projects. Engineering Services requires applicants to apply for and receive approval to occupy the Right-of-Way to reduce disruption to the public, minimize safety risk.

To further ensure the safe and efficient use for all modes of transportation. Currently, Public Works has the means to issue, set conditions and revoke permits, but does not have the means to inspect and follow through where non-compliance occurs. Permits are issued to occupy the Right-of-Way but are not supported by enforcement if not followed or managed. Licensing and By-law Services seeks to provide inspection and enforcement of issued permits not properly implemented and for occupancies requiring permits where none were issued.

Through the Internal Infill Pilot, one (1) Municipal Law Enforcement Officer was approved to conduct regular inspections of unpermitted/permitted closures and occupancies to identify, and address safety concerns immediately on site through progressive enforcement, which included, but was not limited to; education, verbal direction to seek voluntary compliance and/or issuance of fines and penalties should contraventions with policies and municipal by-laws be determined.

SUBJECT: Internal Infill Pilot Program to Address Activities on City Right-of-Way (PW24044/PED24086) (City Wide) - Page 3 of 6

Alternatives for Consideration –See Page 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The estimated annual cost of a permanent Infill Program is estimated at an annual cost of \$140,000 for one full-time (1.0 FTE) Municipal Law Enforcement Officer from within Licensing and By-Law Services to be funded through existing User Fee revenue from Engineering Services.

One (1) vehicle at \$54,525 plus annual operating costs of \$6,250 for the program funded from Public Works, Engineering Services' User Fees.

Staffing: Staffing requirements associated with a permanent Infill Program include one (1.0 FTE) Municipal Law Enforcement Officer to provide proactive and reactive enforcement for the Program.

Legal: Consultation with Legal Services will be required to complete work and prepare amendments to the Installation of Equipment on Roads By-Law 15-091 and to the Streets By-Law 86-77, as they pertain to Right-of-Way occupancy activities.

HISTORICAL BACKGROUND

At its meeting of September 9, 2015, Council approved Item 8.2 of Public Works Committee report 15-011, attached as Appendix "B" to Report PW24044/PED24086, Lane Closure Policy (PW13021(a)). This report approved a Temporary Lane Closure Policy which directed staff to implement the policy as of January 1, 2016, and that any existing lane closures be grandfathered until the expiry of the existing road occupancy permit or approved traffic management plan time period.

The policy addressed safety related issues due to construction, the need to have timelines for lane and sidewalk closures with additional user fees where appropriate, and to set consequences if timelines were not met. The policy ensured consistency for all types of road permits through coordination, approvals, and fees.

On April 1, 2021, an Internal Infill Pilot Program between Public Works, and Licensing and By-Law Services began with a term of one year, to end March 31, 2022. The program included funding from Public Works in the amount of \$100,000 for one full-time (1.0 FTE) Municipal Law Enforcement Officer to educate and enforce temporary road lane and sidewalk closures. The pilot was initiated to support Public Works with ongoing permit compliance issues, unauthorized use of the City's Right-of-Way and to ensure safe passage for all road users including cyclists, pedestrians, and motorists.

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SUBJECT: Internal Infill Pilot Program to Address Activities on City Right-of-Way (PW24044/PED24086) (City Wide) - Page 4 of 6

The program repeated in 2022 and in 2023, with a funding increase to \$120,000 from Public Works, as the program was determined a success in reducing disruptions to the community and increasing the safety of all Right-of-Way users alike.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Staff's review considered the following applicable Municipal and Provincial legislation:

- The City of Hamilton Budgeted Compliment Control Policy.

RELEVANT CONSULTATION

In preparing this report and crafting the recommendations highlighted herein, the following internal divisions were consulted:

- Planning and Economic Development Department, Licensing and By-law Services Division
- Public Works, Engineering Services
- Legal and Risk Management Services, Corporate Services
- Financial Planning, Administration, and Policy

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Temporary Right-of-Way occupancies are necessary to accommodate activities including but not limited to; construction, construction equipment, filming, landscape material delivery, and storage. Occupancies that are permitted without adherence to conditions and/or unpermitted occupancies present potential safety concerns for all road users including cyclists, pedestrians, and motorists.

The program seeks to:

- Maintain safe and efficient rights-of-way for all modes of transportation;
- Protect vulnerable road users from personal injury;
- Protect property and municipal assets and infrastructure;
- Minimize disruption of builder and public to utilize roads and abutting properties;
- To be accountable to public and to applicants;
- Initiate enforcement processes where none existed previously;
- Establish best practices to mitigate risk to the City of Hamilton; and,
- Continue the collective ownership initiatives between departments.

Municipal Law Enforcement Officers are sworn Officers whom amongst other regulations, can address infractions of by-laws made under the *Municipal Act*,

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SUBJECT: Internal Infill Pilot Program to Address Activities on City Right-of-Way (PW24044/PED24086) (City Wide) - Page 5 of 6

2001. Municipal Law Enforcement Officers are able to address unsafe situations immediately on site using a variety of enforcement tools. Officers completed 591 inspections in 2023, an increase of 33% from 2021. They issued 29, \$200 Administrative Penalties in 2023 for a total of \$5800, an increase of 26% from 2021. Engineering Services reported an increase of Lane and Sidewalk Permits issued of 11% from 2021 to 2022 (2023 data unavailable at the time of writing). Right-of-Way occupancies continue to increase as does the requirement for compliance, the program is effective in safely addressing those situations. For more detail see Appendix "A" to Report PW24044/PED24086.

In situations where unpermitted closures and occupancies were investigated, a Municipal Law Enforcement Officer would engage with Public Works to determine whether a permit is required, to direct to obtain a permit if needed, then continue to apply progressive enforcement.

Permits issued by the Film Office may also include permit applications for occupancy of Right-of-Way through Engineering Services. Licensing and By-Law Services receives copies of Film permits weekly which are inspected on site for compliance with their Right-of-Way occupancy permits. Where contraventions are confirmed, the applicant is educated and referred to Engineering Services team to apply for a permit. The Film Office is also notified.

Planning and Economic Development and Public Works agree with the continuance of the program and are supportive of its objective to keep the community safe. Legal services have agreed to assist in the review and development of amendments to the by-laws.

ALTERNATIVES FOR CONSIDERATION

Council may choose not to direct Licensing and By-Law services staff to consult with Legal Services and Engineering Services to develop and bring forward to the Public Works Committee amendments to the Installation of Equipment on Roads By-Law 15-091 that pertain to enforcement of permits issued for work within public Right-of-Way.

Council may choose not to direct Licensing and By-Law services staff to consult with Legal Services and Engineering Services to develop and bring forward to the Public Works Committee amendments to the Streets By-Law 86-77 that pertain to enforcement of permits issued for occupancy within public Right-of-Way.

Council may choose to have the program continue while staff review amendments to the Installation of Equipment on Roads By-Law 15-091 and the Streets By-law 86-77.

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SUBJECT: Internal Infill Pilot Program to Address Activities on City Right-of-Way (PW24044/PED24086) (City Wide) - Page 6 of 6

Financial: Temporary Program continues at a cost of \$140,000.

Staffing: Temporary Staffing of one (1.0 FTE) Municipal Law Enforcement Officer.

Legal: Consultation with Legal Services may be required to complete work and prepare amendments to the Installation of Equipment on Roads By-Law 15-091 and to the Streets By-Law 86-77, as they pertain to Right-of-Way occupancy activities.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PW24044/PED24086: 2023 Infill Project Report Year End Report with 2021-2023 Statistics

Appendix "B" to Report PW24044/PED24086: Council Approved (September 9, 2015) Public Works Committee Report 15-011 (August 31, 2015)

2023

Infill Project Year End Report with 2021-2023 Statistics

Submitted By:

MLEO Lily Savidant

MLEO Ron Kirouac

MLEO Mike Lessick

Supervisor Tamara Reid



Hamilton



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Introduction

The internal Infill Project has been live since April 1, 2021. The Municipal Law Enforcement team under the management of Tamara Reid, Supervisor Operations and Enforcement, Licensing and By-Law Services, moved promptly to transition into a new role and to provide an asset to Public Works, Engineering Services, Corridor Management, the Film Office and at times the Building Department. Throughout the year of 2023 Municipal Law Enforcement Officers Mike Lessick, Ron Kirouac and Lily Savidant were assigned to the project, one at a time, as inspectors and started expeditiously with reactive calls from project stakeholders while simultaneously performing their own proactive inspections.

The Infill Project materialized from the need to have an enforcement arm to respond to various road occupancy violations throughout the City. Typical complaints ranged from construction companies and developers closing an entire road, a single lane, a sidewalk, or all of the above. It can be a contractor depositing material on a road and obstructing the lane or a film production taking over a neighbourhood causing parking and traffic challenges.

In most cases, when a road, a lane or sidewalk is closed or occupied, a permit from the City is required. Consequently, when the City is not consulted prior to closing a road and a permit is not obtained, the flow of road users can be negatively impacted causing congestion on not only the major arteries but also spilling over into side streets and quiet residential communities. A road closed without the proper permit, precautions and a traffic safety plan can be hazardous to pedestrians, cyclists, vehicles and property. Accordingly, the need to regulate road closures in the city is paramount and in the best interest of the community. An enforcement element is essential in achieving this goal.

The added benefit to stakeholders of having an enforcement resource on the road is being able to provide real time feedback while on site and acting as the eyes and ears in the field. The Officer can be relied upon to articulate information, relay it to the appropriate channel and receive quick and accurate direction. This quick response time, often minutes instead of days, increases safety through the city corridor for pedestrians, cyclists and vehicles.



Stakeholder Identity and Goals

Corridor Management:

Due to a recent increase in complaints relating to infill development projects, management decided to initiate a one-year pilot project which involves utilizing an MLE Officer that will assist Corridor Management with the inspection and enforcement of lane and sidewalk occupancies. Corridor Management provides permits for use of the right-of-way to external agencies such as the development projects, household renovators, filming, and special events. In addition to the long overdue need for a presence on the road to gain permit respect, the MLE officer will also enforce where necessary to ensure the right-of-way is kept safe and clear.

Film Office:

The Film Office coordinates all municipal approvals necessary for on-location filming in Hamilton and consolidates these into a film permit. This includes working with Corridor Management to permit for road and sidewalk occupancy for film crews. A long-standing concern raised by our community stakeholders (including Councillors) is the perception that film crews violate the terms of their permits without consequence. Through this pilot, we hope to collect data about permit compliance and demonstrate to stakeholders that the City will respond to any violations.



THE TEAM

Municipal Law Enforcement

Tamara Reid, Supervisor Operations and Enforcement

Mike Lessick, Municipal Law Enforcement Officer, Lead Investigator (Jan-Jun 2023)

Ron Kirouac, Municipal Law Enforcement Officer, Lead Investigator (Jun-Nov 2023)

Lily Savidant, Municipal Law Enforcement Officer, Lead Investigator (Nov-Dec 2023)

Corridor Management

Dave Lamont, Manager

Rob Merritt, Senior Project Manager

Rich Shebib, Project Manger

Jeff Ng, Right-of-Way Permitting Technologist

Film Office

Kim Adrovez, Senior Project Manager

Diedre Rozema, Project Manger

Jennifer Paquette-Smith, Business Development Officer

Sarah Rock, Business Development Officer

Devon Hogue, Business Development Officer



2023 Year End Update

MLEO Lessick, MLEO Kirouac, and MLEO Savidant has conducted a combined 591 Road and Film inspections for the 2023 year. Out of those inspections 184 (estimated based on 2022) violations were found. MLEO Officers achieved compliance with the offender(s) 153 (estimated based on 2022) times. As a result of non-compliance or repeat offenders 29 charges were issued in 2023.

MLEO Officers have made internal connections with several City departments, Film Production Location Mangers, Assistant Location Mangers, and Producers. This has allowed inspection outcomes to be managed quicker without losing accuracy and concurrently promoting positive outcomes.

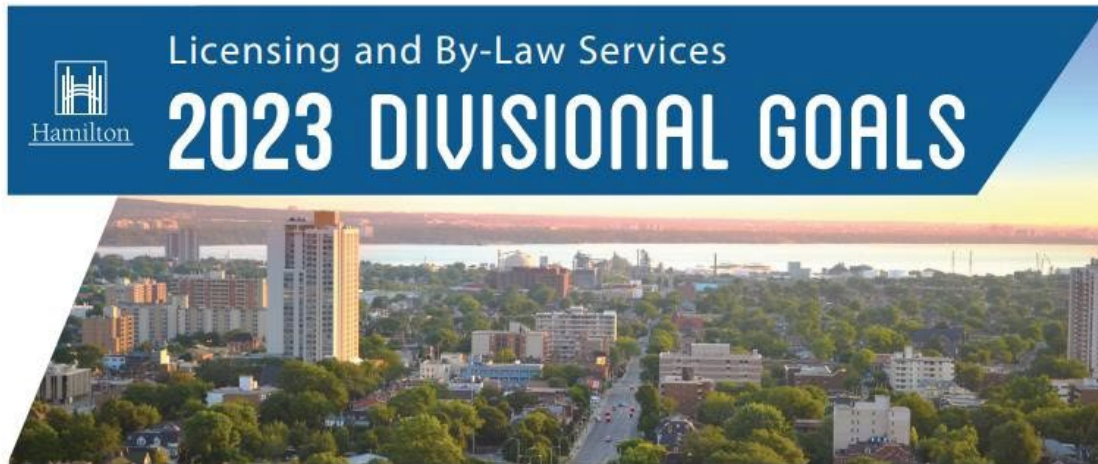
Challenges

MLEO Officers at times must deal with concurrent requests to inspect/investigate from the Film Office and Corridor Management. The officer responds by communicating with stakeholders and prioritizing the requests. MLEO Officers must also navigate the whole of Hamilton while conducting inspections. This resulted in extensive driving distances and time between site visits.

2023 Year End Conclusion

Communication between MLEO Officers and involved stakeholders was streamlined. There is constant dialogue and mutual feedback between all involved departments. The project continues to move forward and evolve. Feedback from all participants has been overwhelmingly positive and supportive.

Divisional Goals and Objectives



1. COLLABORATION THROUGH COLLECTIVE OWNERSHIP



- Develop memorandums of understanding and policies and procedures with cross-departmental and external stakeholders for the delivery of shared services, resources and technologies.
- Encourage greater collaboration and open discussion within Licensing and Bylaw Services to foster a resilience team and build cross- departmental capacity on issues that straddle departments.
- Continue to thrive in a remote, hybrid and office setting.

2. ENGAGED AND EMPOWERED EMPLOYEES



- Encourage, communicate, and celebrate team work and continuous improvement solutions in all areas within Licensing and By-law Services.
- Identify and foster processes that continue to empower the team with an emphasis on revenue drivers and deterrence.
- Foster a leadership and learning culture within the Division with the development of staff through continuous coaching, mentoring, and education programs including the proper utilization of the PAD system.
- Identify unique ways to create and encourage the team to develop strategies for innovation across Licensing and Bylaw Services taking into consideration our impact on climate change.

3. PROVIDE SENSATIONAL SERVICE



- Reimagine and reform routine processes to find unique solutions to provide sensational service while working remotely, hybrid or in the office.
- Continue to focus on team member development, problem solving, best practices and commitment to provide excellent customer service with a focus on the "Open for Business" Strategy.
- Develop strategies to reflect our changing priorities and ensure service level targets and benchmarks are in place for the delivering of key services.
- Support economic recovery with community members and businesses.



Infill Project Goals and Objectives

- Provide an enforcement arm to involved stakeholders
29 Administrative Penalty notices issued at \$200.00 each (\$5800.00)
- Educate the public in relation to required permits
155 incidents of compliance and education (2022 statistics)
- Promote the safe passage of pedestrians, cyclists and motorists through City streets
Inspections have resulted in debris, material and equipment being removed from the road and sidewalks, avoiding both day and night unsafe situations.
- Reduce road congestion
Illegal road occupancies corrected. Violators referred to proper permitting process through Engineering Services.
- Review and amend By-Law 15-091 "To Regulate The Installation Of Equipment On Roads"
- Create short-form wording for By-Law 15-091 "To Regulate The Installation Of Equipment On Roads" for incorporation into the Administrative Penalty Notice (APS) By-Law
- Review and amend By-Law 86-77 "Streets"
- Create additional short-form wording for By-Law 86-77 for incorporation into the Administrative Penalty Notice (APS) By-Law

Officer Goals and Objectives

- Become familiar and comfortable with new assigned technologies
Daily use of Right of Way Permitting Map software
- Recognize newly revised Ministry Book 7 violations
Enroll MLEO Savidant in Book 7 Training
- Provide a robust resource for stakeholders to rely on
591 Inspections conducted proactively and reactively, reducing complaints from public and burden on city resources
- Follow standardized enforcement strategies: Educate, Warn, Charge
Officer focus is on restoring safe passage of pedestrians and motorists



By-Laws Being Utilized

By-Law 86-077 Streets By-Law

By-Law 15-091 To Regulate the Installation of Equipment on Roads



TYPE OF INSPECTIONS ARE SPLIT INTO TWO CATEGORIES, ROAD AND FILM

2023 Year End Road Statistics

Proactive and reactive road lane(s) closure and occupancy inspections confirm if a permit was obtained where one is required. A violation may result in education, verbal warning, or charge.

Total Completed Inspections	225
Proactive: Officer initiates inspection	79
Reactive: Officer receives complaint	146
Road: Closure or occupation	179
Sidewalk: Closure or occupation	37
Other: Not related to road or sidewalk	9
No Violation: No problem found	33*
Violation: By-Law Offence found	4*
MLEO Charges: Ticket or Summons issued	29
Compliance: Violation resolved without charges	3*
Permit: Permit was required and obtained	1*
No Permit: Permit was required but not obtained	0*
Refer to Parking: Parking enforcement request	1*
Parking Charges: Parking tickets issued	0*

*Indicates November/December 2023 only



2023 Year End Film Statistics

Filming location permit compliance checks are conducted reactively or proactively. During these inspections MLEO Officers confirm the status and validity of the permit, ensures parking is in accordance with the permit, and that the production crew is starting and ending at the proper times and at the designated location.

Total Completed Inspections	366
Proactive: Officer initiates inspection	362
Reactive: Officer receives complaint	4
Road: Closed or occupied by production	2
Sidewalk: Closed or occupied by production	3*
Other: Not related to road or sidewalk	0*
No Violation: No violation found	85*
Violation: By-Law or Film Permit violation	5*
MLEO Charges: Ticket or Summons issued	0
Compliance: Violation resolved without charges	5*
Permit: Production had valid film permit	90*
No Permit: Production did not have a permit	0*
Refer to Parking: Parking enforcement request	0*
Parking Charges: Parking tickets issued	0*

*Indicates November/December 2023 only

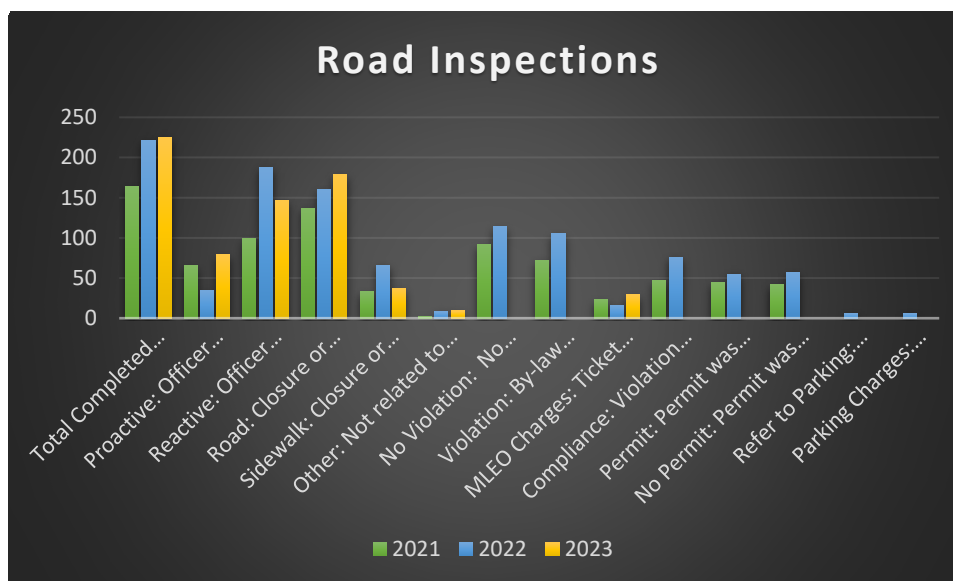


2021-23 Year End Statistics

Road

Road Inspections	2021	2022	2023	Total
Total Completed Inspections	164	221	225	610
Proactive: Officer initiates	65	34	79	178
Reactive: Officer receives	99	187	146	432
Road: Closure or Occupation	137	160	179	476
Sidewalk: Closure or Occupation	33	66	37	136
Other: Not related to road or sidewalk	2	8	9	19
No Violation: No problem found	92	114	33*	206
Violation: By-law Offence found	72	105	4*	177
MLEO Charges: Ticket or Summons	23	16	29	68
Compliance: Violation resolved no charge	47	76	3*	123
Permit: Permit was required and obtained	44	55	1*	99
No Permit: Permit was required but not obtained	42	57	0*	99
Refer to Parking: Parking Enforcement request	0	6	1*	6
Parking Charges: Parking Tickets issued	0	6	0*	6

*Indicates November/December 2023 only

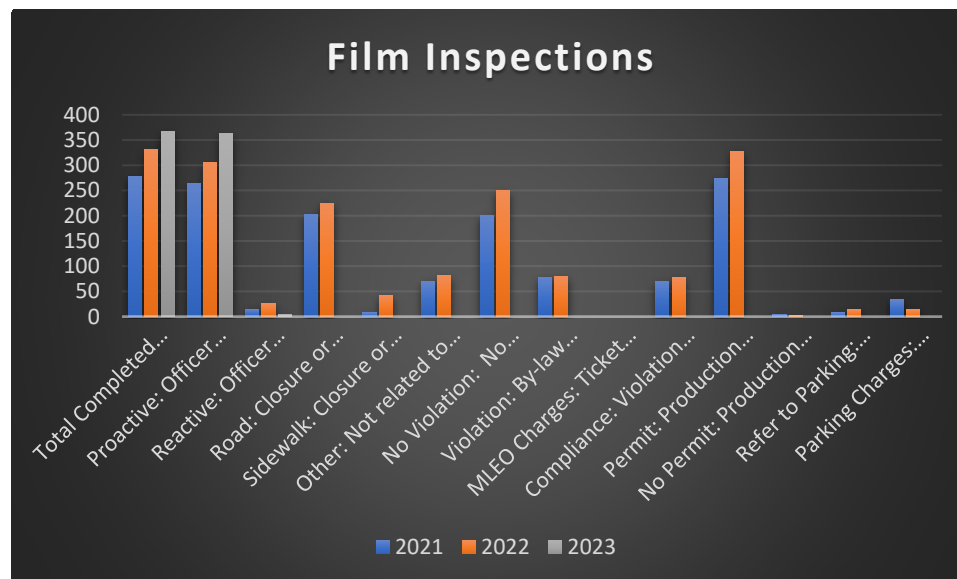




Film

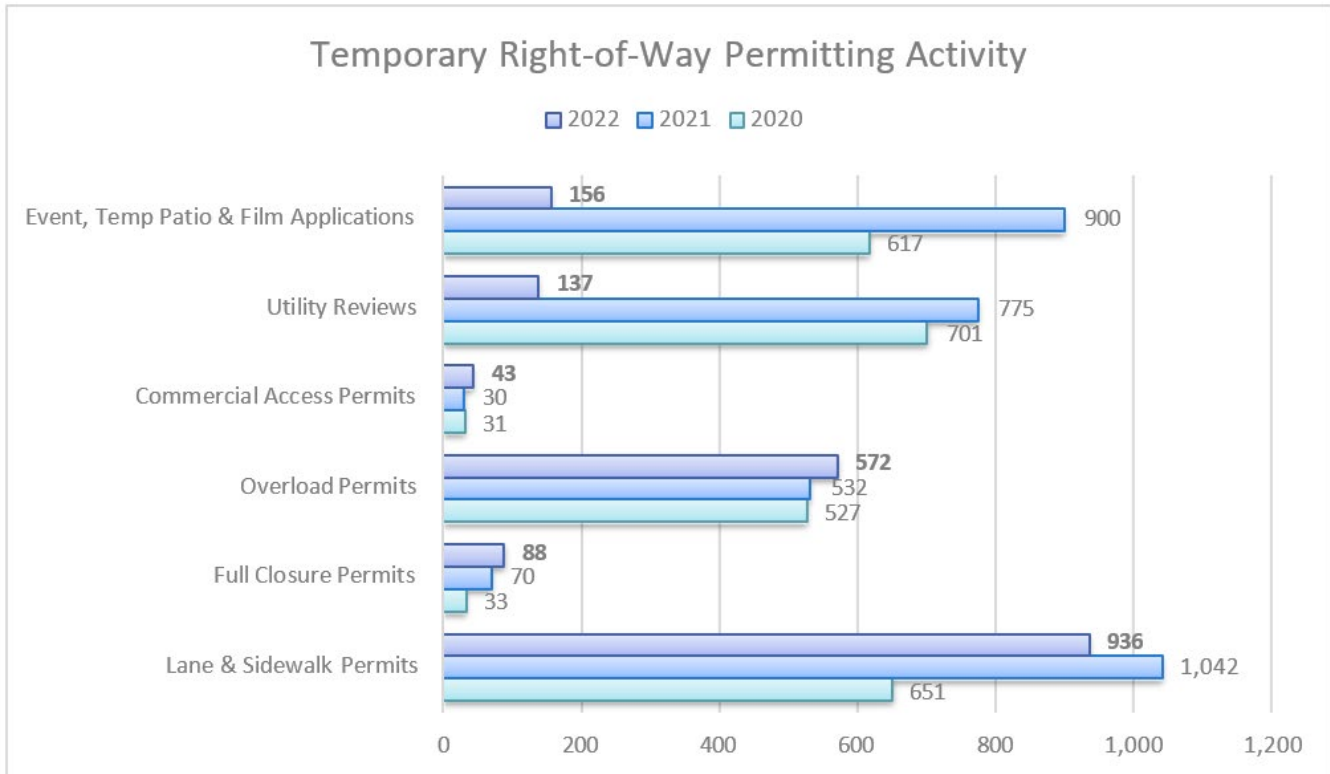
Film Permits	2021	2022	2023	Total
Total Completed Inspections	278	331	366	975
Proactive: Officer initiates	263	305	362	930
Reactive: Officer receives	15	26	4	45
Road: Closure or Occupation	202	225	2*	427
Sidewalk: Closure or Occupation	8	42	3*	50
Other: Not related to road or sidewalk	69	81	0*	150
No Violation: No problem found	200	250	85*	450
Violation: By-law Offence or Permit Violation	78	79	5*	157
MLEO Charges: Ticket or Summons	0	0	0	0
Compliance: Violation resolved no charge	69	77	5*	146
Permit: Production had valid film permit	274	328	90*	602
No Permit: Production did not have valid permit	5	3	0*	8
Refer to Parking: Parking Enforcement request	8	14	0*	22
Parking Charges: Parking Tickets issued	33	14	0*	47

*Indicates November/December 2023 only





Permits-Engineering Services



2024 ROW PERMITTING USER FEES

LANE, ROAD, AND SIDEWALK CLOSURE PERMITS

Temporary Lane Occupancy (*Restricted & *Unrestricted)

Temporary Sidewalk & Blvd Occupancy (per 14 days)

Temporary Road Closure - Full Construction (per 365 days)

Temporary Road Closure - Full Special Event & Filming (one time fee)

* Unrestricted = Local Lane, Partial Sidewalk, Alley, Walk-through Scaffolding (per 2wks)

* Restricted = Arterial lanes signed NPA/NSA (per lane/per day)



STAKEHOLDERS & MLEO COMMENTS

Corridor Management:

"Prior to your position with us, our permits had no teeth. Those that became aware of this continued to take advantage by not taking out permits or taking more than they are permitted knowing full well there would be no consequence. It was an unfair process as those that take out permits pay fees, and those that don't just get a slap on the wrist. I feel those repeat offenders have become aware of your presence have now been forced to make the extra effort and stay in line."

"All of our previous responses to issues were 100% reactive. Your presence has now allowed a proactive approach by catching issues prior to reaching the general public or council."

"Response time has increased significantly as well. If you recall when this pilot was first introduced it was in response to infill complaints being received in Ward 1. One catalyst was a development related service connection that was taking up the sidewalk and a portion of the roadway. The public complained to Council who consequently reached out to several departments including Corridor Management. With little information it wasn't even known who was out there until the next day. Calls like this are typically resolved within the hour now which not only satisfies the Councillor but also addresses serious hazards on our right-of-way."

"Overall, you and this pilot has been invaluable. It is my hope that it becomes a permanent fixture and you become a full time team member with our group!"

Film Office:

"Helps resolve complaints by ensuring productions are adhering to their permit"

"Helps the film office by providing on the ground facts with photos"

"Creates records (with facts, photos) that staff can refer back to if there are subsequent issues with a production or in a neighbourhood"

"Reassures the public that the City is holding productions accountable to follow their permits (counters the narrative that productions are "allowed to do whatever they want")"

"Positive feedback from clients – reduces the burden on location managers to enforce City requirements; reinforces the City's expectations"

"A means of collecting data about levels of compliance, common issues"

"Process of dispatching calls via the Film Office is crucial to our "one counter" streamlined service approach to film"



Hamilton

"Helpful to have someone on the ground who can educate the productions and/or public on by-laws, why we require permits to be followed, etc."

"Mike is the film office's eyes and ears on the ground and is able to issue tickets and/or bring in parking enforcement as needed to ticket non-compliance"

Municipal Law Enforcement Officer Mike Lessick:

I have several years of Law Enforcement experience including ten years as a police officer with the City of Hamilton and now a Municipal Law Enforcement Officer. When I was asked to be part of this project as the lead investigator I was thrilled at the opportunity. In its infancy the project was still not completely defined and stakeholders were still being identified, we were in the early stages of the covid pandemic. The project was launched with Corridor Management requesting the need to have a dedicated enforcement arm to promptly deal with road occupancy violations and the film office asking for help managing the several hundred permits they issue a year with field inspections.

I began the project not knowing what Book 7 was, I quickly realized it was the Ontario Traffic Manual that provided the basic requirements for traffic control in work zones during roadway or utility construction and maintenance on or beside public highways. In my new role, working with Corridor Management Book 7, familiarity was a necessity and I quickly pursued and completed the City administered Book 7 training. The training and gained knowledge have been invaluable in recognizing improper and unsafe work setups and relaying that information back to Corridor Management for their expert assessment and follow-up. This has allowed me to work with violations at the scene and correct any issues identified. Consequently, the end result has been demonstrable safer sidewalks and roads for the community.

The Infill Project requires close and daily communication with Corridor Management. I look to them for their expertise in all things traffic related. If I have any questions out in the field, I receive a quick professional answer that helps guide my investigations. At the beginning of this project, I had rarely seen a Temporary Road Occupancy Permit. I have now conducted over 385 inspections that were related to occupancy violations. I have seen homeowners, contractors, and developers use the City roads and sidewalks as a place to store their material and equipment. I have witnessed unsafe and unauthorized road and sidewalk closures, putting pedestrians, assisted mobility device users, cyclists, and vehicles at risk. Working with the experts in Corridor Management I address these issues swiftly, with the goal of protecting the public, promoting safe passage through the City, and protecting property. I educate and work with violators and on occasion when compliance is not met or for repeat offenders, I have laid charges.

The Film Office was a last minute add on to the Infill Project. It was expressed that several hundred Location Filming Permits are issued by the office each year. At the beginning of the project, I had never seen a film permit. I have now conducted over 600 film inspections. In addition to seeing several famous Hollywood actors, I have witnessed very large productions



Hamilton

take over entire neighbourhoods essentially recreating their own film community with the belief that they can do whatever they want because they have a film permit. I have also found very small to medium size productions violating the conditions of their permit because they felt it would go unnoticed. Common issues include parking violations, noise complaints, unsafe setups, sidewalk obstructions, setting up in excess of what their permit allows and not having a valid permit. I have made connections with Location Managers, Assistant Location Managers, Location Supervisors of Personnel, and Producers. I work with these contacts in the field with input from the Film Office to quickly bring any violations into compliance. In the rare case that there is no cooperation or there is a repeat offender I have called parking for enforcement or recommended to the Film Office that a film permit be cancelled or not renewed.

In total I have conducted over one thousand joint road and film inspections since the onset of this project. In my experience the project has identified a clear operational need to have at least one, preferably two, dedicated Municipal Law Enforcement Officer's assigned to work exclusively with Corridor Management and the Film Office. I have witnessed first hand on almost a daily basis that this project has enhanced public safety, promoted safe passage through the City, reduced traffic congestion and implanted accountability with film productions. The need for this resource is substantially real and should be carefully considered.



PHOTOS OF VIOLATIONS



**HOMEOWNER BLOCKING SIDEWALK WITH BIN
No Road Occupancy Permit**



Nov. 9, 2023 12:49:01 p.m.
**CONTRACTORS LIFT BLOCKING THE SIDEWALK
No Occupancy Permit**



PRODUCTION VEHICLES BLOCKING THE STOP SIGN/ SECTION OF THE INTERSECTION
Unlawfully parked and Impeding Sightlines of Motorists



**PRODUCTION EQUIPMENT BLOCKING THE SIDEWALK
No Occupancy Permit**



CONTRACTOR'S BIN ON THE ROAD WITHOUT A PERMIT AND CAUSING A SIGHTLINE ISSUE FOR MOTORISTS



Hamilton

THANK YOU



**PUBLIC WORKS COMMITTEE
REPORT 15-011
AS AMENDED BY COUNCIL SEPTEMBER 9, 2015**

**9:30 a.m.
Monday, August 31, 2015
Council Chambers
Hamilton City Hall
71 Main Street West**

Present: Councillor S. Merulla (Chair)
Councillors C. Collins, T. Jackson, D. Conley, L. Ferguson,
R. Pasuta

Absent with Regrets: Councillor A. VanderBeek (Vice Chair) – Personal
Councillor S. Duvall – Personal
Councillor T. Whitehead

THE PUBLIC WORKS COMMITTEE PRESENTS REPORT 15-001 AND RESPECTFULLY RECOMMENDS:

- 1. Intersection Control List (PW15001(d)) (Wards 2, 3, 5, 6, 7, 9 and 11) (Item 5.2)**

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

Intersection		Stop Direction		Class	Location / Comments / Petition	Ward
Street 1	Street 2	Existing	Requested			
Section "D" Glanbrook						
(a)	Cutts Crescent (West Leg)	Pumpkin Pass	NC	SB	B	North of Binbrook Road, East of Fletcher Road 11
(b)	Cutts Crescent (East Leg)	Pumpkin Pass	NC	SB	B	North of Binbrook Road, East of Fletcher Road 11
Section "E" Hamilton						
(c)	Washington Street	Purdy Crescent	NC	WB	A	East of Upper James Street, South of Hester Street 7
(d)	Maplewood Avenue	Springer	SB	EB & WB	B	Adelaide Hoodless 3

Council – September 9, 2015

Appendix "B" to Report PW24044 / PED24086

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Intersection		Stop Direction		Class	Location / Comments / Petition	Ward	
Street 1	Street 2	Existing	Requested				
		Avenue			Public Elementary School Review		
(e)	Dunsmure Road	Grosvenor Avenue North	SB	EB & WB	B	Memorial Public Elementary School Review	3
(f)	Montrose Avenue	Rosedale Avenue	NB/SB	EB & WB	B	South of Lawrence Avenue, East of Kimberly Drive	5
(g)	Ascoli Drive	Torino Drive	NC	EB	A	South of Stone Church Road, West of Upper Wellington Street	7
(h)	King William Street	Mary Street	WB	EB & WB	B	North of King Street, East of James Street	2
(i)	Mary Street	King William Street	NB	NB	B	North of King Street, East of James Street (Housekeeping Item)	2
				Section "F" Stoney Creek			
(j)	Penny Lane (West Leg)	Waterbridge Street	EB/WB Removal	NB & SB	B	South of Mud street, East of First Road	9
(k)	Paramount Drive	Ackland Street (South leg)	WB	NB & SB	B	St. Paul Catholic Elementary School and Billy Green Elementary review	9
(l)	Dawson Avenue	Passmore Avenue	NB Yield	NB	B	North of King Street, West of Gray Road	9
(m)	Passmore Avenue	Dawson Avenue	NC	EB& WB	B	North of King Street, West of Gray Road	9
(n)	Cartwright Avenue	Collegiate Avenue	NB Yield	NB	B	North of King Street, West of Gray Road	9
(o)	Kingsview Drive	Old Mud Street	NC	SB	B	North of Mud Street, west of Winterberry Drive	6

LegendNo Control Existing (New Subdivision) - **NC**Intersection Class: **A** - Local/Local **B** - Local/Collector **C** - Collector/Collector

2. Transportation Demand Management (TDM) and Smart Commute Hamilton (SCH) 2014 Annual Report (PW10062(c)) (City Wide) (Item 5.3)

That Report PW10062(c) respecting the Transportation Demand Management (TDM) and Smart Commute Hamilton (SCH) 2014 Annual Report, be received.

3. Status of High Wattage Street Light Incentive as of August 2015 (PW14119(b)) (City Wide) (Item 5.4)

That Report PW14119(b) respecting the Status of High Wattage Street Light Incentive as of August 2015, be received.

4. Storm Event Response Group (SERG) and Flooding (PW15059) (City Wide) (Item 5.5)

That Report PW15059 respecting the Storm Event Response Group (SERG) and Flooding, be received.

5. Municipal Hazardous and Special Waste – Product Care Association Paints and Coatings Service Agreement (PW15060) (City Wide) (Item 5.6)

- (a) That the City of Hamilton enter into the Municipal Industry Stewardship Plan (ISP) Materials Service Agreement (Agreement) with Product Care Association for waste handling of paints and coatings;
- (b) That the General Manager of Public Works be authorized and directed to execute the Agreement referred to in recommendation (a), in a form satisfactory to the City Solicitor;
- (c) That the General Manager of Public Works, in consultation with the Waste Management Advisory Committee, be authorized to approve future amendment to the Agreement referred to in recommendation (a);
- (d) That the General Manager of Public Works, in consultation with the Waste Management Advisory Committee and in forms satisfactory to the City Solicitor, be authorized to enter into future Industry Stewardship Plan Agreements that would continue to provide funds for the City's Municipal Hazardous or Special Waste Program.

6. Proposed Permanent Closure and Sale of a Portion of Road Allowance Between Green Mountain Road and Smith Road, Stoney Creek (PW15058) (Ward 11) (Item 6.1)

That the application of Vinemount Quarries, Division of Waterford Sand & Gravel Limited, to permanently close and purchase a portion of unopened road allowance between Green Mountain Road and Smith Road, as shown on Appendix A, attached to PW Report 15-011, be approved, subject to the following conditions:

- (a) That the City Solicitor be authorized and directed to prepare a by-law to permanently close the highway;
- (b) That the appropriate by-law be introduced and enacted by Council;
- (c) That the Economic Development and Real Estate Division of the Planning and Economic Development Department be authorized and directed to sell the closed highway to Vinemount Quarries, Division of Waterford Sand & Gravel Limited, in accordance with the Procedural By-law for the Sale of Land, By-law No. 04-299 at fair market value;
- (d) That the City Solicitor be authorized and directed to register a certified copy of the by-law permanently closing the highway in the proper land registry office, upon confirmation from the Public Works Department that all applicable fees and costs associated with the application have been paid by the applicant;
- (e) That the by-law permanently closing the highway does not take effect until a certified copy of the by-law is registered in the proper land registry office;
- (f) That the Public Works Department publish a notice pursuant of the City's intention to pass the by-law pursuant to City of Hamilton By-law 04-299 being a By-law to Establish Procedures, including the Giving of Notice to the Public, Governing the Sale of Land Owned by the City of Hamilton.

7. Bus Travel Training – One Year Program Extension (PW11025(a)) (City Wide) (Item 8.1)

- (a) That the General Manager of Public Works be authorized and directed to enter into an Agreement with The Salvation Army Lawson Ministries Hamilton, as the lead agency for participating Developmental Services providers within Hamilton, to extend the Bus Travel Training Project an additional year, providing bus travel training for persons with developmental disabilities;
- (b) That the General Manager of Public Works be authorized to approve and provide funding under the Agreement to The Salvation Army Lawson Ministries Hamilton to an upset limit of \$175,000 expenditure requirement of the program extension;
- (c) That such expenditure as may be approved by the General Manager of Public Works be funded from Transit Capital Reserve Account 108025;
- (d) That the General Manager of Public Works be authorized to provide Hamilton Street Railway (HSR) bus passes to successful trainees under the pilot at no charge for a period of one (1) year after completion of their training.

8. Lane Closure Policy (PW13021(a)) (City Wide) (Item 8.2)

- (a) That the Temporary Lane Closure Policy as shown in Appendix B to PW Report 15-011, be approved;
- (b) That the Temporary Lane Closure Policy be implemented as of January 1, 2016 and that any existing lane closures be grandfathered until the expiry of the existing road occupancy permit or approved traffic management plan time period.

9. Cootes to Escarpment EcoPark System – Update, Provincial Engagement Strategy and Plan for Burlington Heights Heritage Lands (PW15062) (Wards 1, 13 and 15) (Item 8.3)

- (a) That the contents of the "Cootes to Escarpment EcoPark System – Ontario Government Engagement Proposal" (the "Proposal"), attached as Appendix C to PW Report 15-011, be endorsed, and that staff be authorized to implement and further develop the Proposal in collaboration with other Cootes to Escarpment EcoPark System partners;
- (b) That the "Cootes to Escarpment EcoPark System: A Plan for the Burlington Heights Heritage Lands, August 2014", attached as Appendix D to PW Report 15-011, be approved as the guiding document regarding future management actions for these lands;
- (c) That staff from Public Works and Planning and Economic Development (as required), continue to provide in-kind resources for the development of the Cootes to Escarpment EcoPark System initiative.

10. Stop Light Installation (Rymal Road and Second Road West) and Lowering of Speed Limit on Second Road West (Item 9.1)

- (a) That a stop light be installed at the intersection of Rymal Road and Second Road West at an estimated cost of \$150,000; and,
- (b) That staff report to the Public Works Committee with a funding source and that the Newalta (Terrapure) Royalties Fund be investigated as the first source of funding for the stop light installation; and,
- (c) That the speed limit on Second Road West be reduced to 40 km/hr (between Rymal Road and Highland Road).

11. Water Service Line at 46 Greenwood Street (Item 9.4)

- (a) That staff be directed to reimburse the homeowners at 46 Greenwood Street for 50% of the cost to replace the ½" lead alloy water service with ¾" copper;
- (b) That the homeowners of 46 Greenwood Street be required to submit the appropriate documentation, including receipts from the installation of the new water service line.

12. Creating Accessible Washrooms on the Hamilton Beach Front Trail (Added Item 9.5)

That staff be directed to report to the Public Works Committee on the measures necessary to make the washrooms on the Hamilton Beach Front Trail accessible, as well as examining the installation of push buttons on washroom doors.

FOR THE INFORMATION OF COUNCIL:**(a) APPROVAL OF THE AGENDA (Item 1)**

Councillor Ferguson advised that he was withdrawing his Motion (Item 9.2) respecting a Stop Control at Tradewind Drive and Sandhill Drive.

The Committee Clerk advised that there were no other changes to the agenda.

The Agenda for the August 31, 2015 meeting of the Public Works Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)**(i) July 9, 2015 (Item 3.1)**

The minutes of the July 9, 2015 Public Works Committee meeting, were approved, as presented.

(d) DELEGATION REQUESTS (Item 4)**(i) John Vesprini respecting Flooding and Lawn Installation Issues on Lake Avenue Drive (Item 4.1)**

The delegation request from John Vesprini respecting Flooding and Lawn Installation Issues on Lake Avenue Drive, was approved for a future meeting.

(ii) Luis Ponte, SOS – Safety on Second Organization, respecting Traffic and Plan for Closure of Second Road West (Item 4.2)

The delegation request from Luis Ponte, SOS – Safety on Second Organization, respecting Traffic and Plan for Closure of Second Road West, was approved for a future meeting.

(e) CONSENT ITEMS (Item 5)**(i) Minutes of Hamilton Cycling Committee (HCyC) (Item 5.1)****(i) May 6, 2015 (Item 5.1(a))**

The May 6, 2015 minutes of the Hamilton Cycling Committee were received.

(ii) June 3, 2015 (Item 5.1(b))

The June 3, 2015 minutes of the Hamilton Cycling Committee were received.

(ii) Storm Event Response Group (SERG) and Flooding (PW15059) (Item 5.5)

Mr. Dan McKinnon, Director, Hamilton Water, made a presentation to the Committee respecting the Storm Event Response Group (SERG) and Flooding with the aid of a PowerPoint presentation. A copy of the presentation has been retained for the official record.

Mr. McKinnon's presentation included, but was not limited to, the following:

- History of SERG
- Minor and Major Stormwater Management Systems
 - Conveyance Issues
 - Inflow and Infiltration

- History of Flooding Claims and Grants
- Projects Resulting from Flooding
- Protective Plumbing Program
- Sewer Lateral Cross-Connection
- Ongoing Proactive Investigations
- Flooding and Drainage Master Servicing Study
- Communication Strategy
- SERG and Strategic Alliances (Independent Community Panel)
- Resourcing Constraints

The presentation respecting the Storm Event Response Group (SERG) and Flooding was received.

For disposition on this matter, refer to Item 4.

(f) PUBLIC HEARINGS/DELEGATIONS (Item 6)

(i) Proposed Permanent Closure and Sale of a Portion of Road Allowance Between Green Mountain Road and Smith Road, Stoney Creek (PW15058) (Item 6.1)

Chair Merulla informed Committee members that because Item 6.1 relates to a proposed permanent closure and sale of a portion of a road allowance that public meeting was required.

Chair Merulla indicated that a notice about the public meeting was placed in local newspapers and posted on the City's website advising that anyone whose lands are prejudicially affected may appear before the Committee.

The Committee Clerk advised that Mr. David Sisco, with the IBI Group, has registered on behalf of the applicant, Vinemount Quarries, to speak to this Item. The Chair called on Mr. Sisco to come forward.

Mr. Sisco stated that the applicant fully endorses Report PW15058.

The delegation from Mr. David Sisco with the IBI Group, on behalf of the applicant, Vinemount Quarries, respecting the Proposed Permanent Closure and Sale of a Portion of Road Allowance Between Green Mountain Road and Smith Road, Stoney Creek was received.

Chair Merulla asked if there were any members of the public who wished to come forward to speak to this matter. No individuals came forward.

For disposition on this matter refer to Item 6.

(g) **MOTIONS (Item 9)**

Councillor Conley introduced the following Motion:

(i) **Stop Light Installation (Rymal Road and Second Road West) and Lowering of Speed Limit on Second Road West (Item 9.1)**

- (a) That a stop light be installed at the intersection of Rymal Road and Second Road West at an estimated cost of \$150,000; and,
- (b) That staff report to the Public Works Committee with a funding source and that the Newalta (Terrapure) Royalties Fund be investigated as the first source of funding for the stop light installation; and,
- (c) That the speed limit on Second Road West be reduced to 40 km/hr (between Rymal Road and Highland Road).

For disposition on this matter refer to Item 10.

(ii) **Stop Control (Tradewind Drive and Sandhill Drive) (Ward 12) (Item 9.2)**

Councillor Ferguson withdrew this motion.

Councillor Ferguson introduced the following Motion:

(iii) **Solar Panels on Dormant Landfill Sites (Item 9.3)**

- (a) That staff be directed to investigate the feasibility of installing solar panels at **active and** dormant landfill facilities;
- (b) That staff report back to the Public Works Committee; and
- (c) That in cases where staff are considering the installation of solar panels at **active and** dormant landfill facilities, to consult with the appropriate Ward Councillor.
- (d) ***That upon conclusion of the feasibility study that the findings be considered as part of the broader Community Energy Plan.***

Councillor Jackson introduced the following Motion:

(iv) Water Service Line at 46 Greenwood Street (Item 9.4)

Whereas, the City replaced the sewer lateral for 46 Greenwood Street in May 2014; and,

Whereas, the ½" lead alloy water service was damaged during the sewer lateral replacement and subsequently repaired combined with the installation of a new curb stop; and,

Whereas, permanent restoration was completed in May 2015 following which a leak in the water service line was detected approximately 1 meter on private property; and,

Whereas, the homeowner wishes to replace lead alloy water service with copper;

Therefore, be it resolved:

- (a) That staff be directed to reimburse the homeowners at 46 Greenwood Street for 50% of the cost to replace the ½" lead alloy water service with ¾" copper;
- (b) That the homeowners of 46 Greenwood Street be required to submit the appropriate documentation, including receipts from the installation of the new water service line.

For disposition on this matter refer to Item 11.

(h) NOTICES OF MOTIONS (Item 10)

Councillor Collins introduced the following Notice of Motion:

(i) Creating Accessible Washrooms on the Hamilton Beach Front Trail (Added Item 10.1)

That staff be directed to report to the Public Works Committee on the measures necessary to make the washrooms on the Hamilton Beach Front Trail accessible, as well as examining the installation of push buttons on washroom doors.

The rules of order be waived to allow for the introduction of a motion respecting Creating Accessible Washrooms on the Hamilton Beach Front Trail.

For disposition on this matter refer to Item 12.

(i) GENERAL INFORMATION/OTHER BUSINESS (Item 11)

(i) Outstanding Business List (Item 11.1)

(a) The following Items were considered complete and removed from the Outstanding Business List:

(i) Lane Closure Policy

(ii) Status of High Wattage Street Light Incentive

(j) PRIVATE AND CONFIDENTIAL (Item 12)

(i) Closed Session Minutes – Public Works Committee, July 9, 2015

The July 9, 2015 Closed Session Minutes of the Public Works Committee were approved.

(k) ADJOURNMENT (Item 13)

There being no further business, the Public Works Committee adjourned at 10:31 a.m.

Respectfully submitted,

Councillor S. Merulla,
Chair
Public Works Committee

Lauri Leduc
Legislative Coordinator
Office of the City Clerk

THE CITY OF HAMILTON

<p style="text-align: center;">PUBLIC WORKS DEPARTMENT ENGINEERING SERVICES DIVISION POLICY and PROCEDURES</p>

<p>POLICY NO:</p>

<p>SUBJECT: Temporary Lane Closure Policy ELIGIBILITY:</p>

PROCEDURE:**1) Purpose**

The purpose of this policy is to regulate temporary lane closures, while maintaining a balance of safety and efficiency of public road users While minimizing the risks of damage to the right-of-way.

2) Guideline

The Corridor Management Section in the Public Works Department maintains primary responsibility for ensuring the public can safely and effectively use City of Hamilton roadways. Therefore, Corridor Management must approve any change to the normal operation of all roadways and will coordinate the use of the public right-of-way on the basis of maintaining proper traffic control and operation throughout the City.

- (a) A "Temporary Road Occupancy Permit Application" must be submitted a minimum of 5 working days in advance.
- (b) Permit fees are required prior to approval, and may be requested as a letter of credit when occupancy is for an extended period of time. Fees are as approved in the existing User Fee Bylaw.
- (c) The applicant will be liable for, and shall indemnify and save harmless the City for, any damages or injuries which may arise through the execution of the work for which the permit is issued. The applicant when requested shall provide proof of public liability insurance naming the City of Hamilton as an added insured.

3) General Conditions

Permits will be issued with a signature from the Public Works Department, Corridor Management Section. Permit is not valid until signed by the applicant and returned by fax or email.

ii. Cash, Cheques, or Visa and Master Card are accepted. Cheques should be made payable to the City of Hamilton.

It is the Applicant's responsibility to ensure that the permit is on-site at all times and available for review by Municipal Law Enforcement Staff.

- iv. In addition to the processing fee above, the Applicant will be responsible for reimbursing the City for any lost revenue from occupying a parking meter space, and the applicant is responsible for the validation, meter bags, and payment at the Hamilton Municipal Parking System office.

- v. Applicants are required to pay a \$50.00 per day per lane for all lane closures. vi. Applicants are subject to a late fee of \$100.00 per day per lane should occupancy extend past the approved time period, or should a lane be occupied without a permit.
- vii. The right-of-way must be left in the same condition or better as existed at time of permit issue. All damage to city property shall be made good or paid for.
- viii. The applicant will be liable for, and shall indemnify and save harmless the City for, any damages or injuries which may arise through the execution of the work for which this permit is issued and shall provide proof of \$2,000,000 public liability insurance naming the City of Hamilton as an added insured.
- ix. All signing/delineation must conform with the Ministry of Transportation of Ontario Book 7 Signing Requirements for Temporary Conditions at the applicant's cost, and a plan must be submitted prior to occupancy.
- x. Occupancy is only permitted on the condition that the requirements of the City By-laws are complied with.
 - xi. All works must be in accordance with and subject to the approval and satisfaction of the General Manager of Public Works.

DIRECTOR APPROVAL: _____

APPROVED DATE: _____

REVISED DATE: _____

12.2

CITY OF HAMILTON

MOTION

Public Works Committee: July 10, 2024

MOVED BY COUNCILLOR M. TADESON

SECONDED BY COUNCILLOR.....

Installation of Speed Cushions as a Traffic Calming Measure Seneca Avenue (Ward 11)

WHEREAS, the City of Hamilton has adopted a Vision Zero approach which considers human error as part of the roadway safety equation;

WHEREAS, residents on Seneca Avenue in Ward 11 have advocated for the installation of speed cushions to address roadway safety concerns as a result of speeding;

WHEREAS, the adjacent street Springside Drive has speedbumps, and traffic is diverting to Seneca;

WHEREAS, the local car dealerships use this neighbourhood for test driving, resulting in excessive volume and speeds leaving residents with concerns; and

WHEREAS, signatures were collected from residents resulting in support by 26 of 36 (72%) homes on Seneca Avenue for the installation of speed cushions as a traffic calming measure.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be authorized and directed to install up to 3 speed cushions on Seneca Avenue between Alderlea Avenue and Twenty Road East as part of the Transportation’s 2024 Traffic Calming program for fall implementation;
- (b) That all costs associated with the installation of traffic calming measures be funded from the Ward 11 Minor Maintenance Account #4031911611 at an upset limit, including contingency, not to exceed \$9,000; and
- (c) That the General Manager of Public Works 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.

12.1

CITY OF HAMILTON

MOTION

Public Works Committee: July 10, 2024

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SECONDED BY COUNCILLOR.....

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12.2

CITY OF HAMILTON

MOTION

Public Works Committee: July 10, 2024

MOVED BY COUNCILLOR M. SPADAFORA

SECONDED BY COUNCILLOR

Funding for Tree Planting on R.A. Riddell Elementary School, 200 Cranbrook Drive, Hamilton (Ward 14)

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

WHEREAS, through increased tree planting initiatives on public property, the City continues to work towards meeting targets for the 40% urban tree canopy coverage, as set in the Council approved Urban Forestry Strategy;

WHEREAS, increasing the urban tree canopy by planting trees on private property has many environmental benefits for the residents of Ward 14 and the wider City;

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

WHEREAS, R.A. Riddell Elementary School, 200 Cranbrook Drive, Hamilton, has shown interest in having trees planted on their property.

THEREFORE, BE IT RESOLVED:

- (a) That the supply and installation of 9 large caliper (50mm to 70mm) trees on R.A. Riddell Elementary School property at 200 Cranbrook Drive, Hamilton, be funded from the Ward 14 Capital Discretionary Account [3302109014] at an upset limit, including contingency, not to exceed \$4,500; and
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.