



City of Hamilton
PUBLIC WORKS COMMITTEE
AGENDA

Meeting #: 25-006
Date: May 20, 2025
Time: 1:30 p.m.
Location: Council Chambers
Hamilton City Hall
71 Main Street West

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

	Pages
1. CALL TO ORDER	
2. CEREMONIAL ACTIVITIES	
3. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
4. DECLARATIONS OF INTEREST	
5. APPROVAL OF MINUTES OF PREVIOUS MEETING	
5.1 April 28, 2025	4
6. DELEGATIONS	
7. ITEMS FOR INFORMATION	
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Accessible Transportation Services Performance	

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94 Kingsview Drive, Hamilton Encroachment Update

7.4	PW25035	76
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Street Tree Planting Program Improvements - Lessons Learned

7.5	Waste Management Sub-Committee Minutes WMSC 25-002 - May 5, 2025	132
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8. PUBLIC HEARINGS

8.1	PW25027	136
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Proposed Permanent Closure and Sale of a Portion of Road Allowance
Between 75 & 83 Frederick Avenue, Hamilton

9. ITEMS FOR CONSIDERATION

9.1	PW25028	142
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Municipal Representation on Halton-Hamilton Source Protection
Committee

9.2	PW25030	159
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Blue Flag Feasibility Audit and Costing (Outstanding Business List)

9.3	Amendments to the Outstanding Business List:
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a. Items Requiring a New Due Date:

- a. Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)) (Ward 12)

Added: November 18, 2019

Current Due Date: December 1, 2025

Proposed New Due Date: Q1 2026

b. Items Considered Complete and Needing to be Removed:

- a. Blue Flag Beach Program (PW23068/BOH22004(b)) (City Wide)

Added: November 13, 2023

Addressed as Item 9.2 on today's agenda

10. MOTIONS

10.1	Pedestrian and Crowd Safety Measures within the City's Municipal Right-of-Way	182
10.2	Ferguson Avenue North Decorative Fountain Replacement, Hamilton (Ward 2)	183
10.3	Dedication of Commemorative Bench for Ulrich "Uli" Nitka located at the top of the "Uli" Stairs (Ward 6)	184
10.4	Fence Share Cost Recovery, 23 Questor Court, Hamilton (Ward 6)	186

11. NOTICE OF MOTIONS**12. PRIVATE AND CONFIDENTIAL****13. ADJOURNMENT**



PUBLIC WORKS COMMITTEE MINUTES PWC 25-005

1:30 p.m.

April 28, 2025

Council Chambers (Hybrid), City Hall, 2nd Floor
71 Main Street West, Hamilton, Ontario

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

Absent with

Regrets: Councillor J.P. Danko - Personal

1. CALL TO ORDER

Acting Chair Francis called the meeting to order at 1:30 p.m.

2. CEREMONIAL ACTIVITIES

There were no ceremonial activities.

3. APPROVAL OF AGENDA

(McMeekin/Beattie)

That the agenda for the April 28, 2025, Public Works Committee meeting, be approved, as presented.

CARRIED

4. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

5.1 April 7, 2025

(Hwang/Tadeson)

That the minutes of the April 7, 2025, Public Works Committee, be adopted, as presented.

CARRIED

7. ITEMS FOR INFORMATION

**7.1 PW25018
2024 Year End Report on Community Bookings at Hamilton Stadium**

(Nann/Hwang)

That Report PW25018, dated April 28, 2025, respecting 2024 Year End Report on Community Bookings at Hamilton Stadium, be received.

CARRIED

**7.2 PW25026
Twenty Road East Water Service Extension (Outstanding Business List Item)**

(Hwang/Beattie)

That Report PW25026, dated April 28, 2025, respecting Twenty Road East Water Service Extension, be received.

CARRIED

8. PUBLIC HEARINGS

**8.1 PW25019
Proposed Permanent Closure and Sale of a Portion of Untravelled Road Allowance Abutting 302 Concession 14 East, Flamborough**

Councillor Francis advised that the notice of the Proposed Permanent Closure and Sale of a Portion of Untravelled Road Allowance Abutting 302 Concession 14 East, Flamborough

The Committee Clerk advised that there were no registered speakers.

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

No individuals came forward.

(McMeekin/Hwang)

That the Public Meeting be closed.

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

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

(McMeekin/Hwang)

That Report PW25019, dated April 28, 2025, respecting Proposed Permanent Closure and Sale of a Portion of Untravelled Road Allowance Abutting 302 Concession 14 East, Flamborough, be received, and the following recommendations be approved:

- (a) That the application of the owner of 302 Concession 14 East, Flamborough, to permanently close and purchase a portion of the untravelled road allowance abutting the north-westerly side of 302 Concession 14 East, Flamborough ("Subject Lands"), as shown on Appendix "A", attached to Report PW25019, BE APPROVED, subject to the following conditions:
 - (i) That the City Solicitor BE AUTHORIZED and DIRECTED to prepare all necessary by-laws to permanently close and sell the highway, in accordance with the *Municipal Act, 2001*, 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 302 Concession 14 East, Flamborough, as described in Report PW25019, 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 302 Concession 14 East, Flamborough, pursuant to an Agreement of Purchase and Sale or Offer to Purchase as negotiated by the Corporate Real Estate Office of the Planning and Economic Development Department;
- (iv) That the City Solicitor BE AUTHORIZED and DIRECTED to register a certified copy of the by-law(s) permanently closing and selling the highway in the proper land registry office;
- (v) That the City Solicitor BE AUTHORIZED to amend and waive such terms as they consider reasonable to give effect to this authorization and direction;
- (vi) That the Public Works Department BE REQUIRED to publish a 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; and
- (vii) That the applicant BE FULLY RESPONSIBLE for the deposit of a reference plan in the proper land registry office, and that said plan BE PREPARED by an Ontario Land Surveyor to the satisfaction of the Manager, Geomatics and Corridor Management Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section.

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

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

9. ITEMS FOR CONSIDERATION**9.1 PW25017
Water Meter Contract Extension****(Beattie/Hwang)**

That Report PW25017, dated April 28, 2025, respecting Water Meter Contract Extension, be received, and the following recommendation be approved:

- (a) That Council APPROVE the extension to Contract C11-43-19 for the Supply, Repair, Replacement, Delivery, Installation and Maintenance of New and Existing Water Meters in the City of Hamilton until January 31o, 2027, pursuant to Procurement Policy #11 – Non-competitive Procurements; and
- (b) That the General Manager, Public Works Department BE AUTHORIZED to negotiate, enter into and execute the extension and any ancillary documents required to give effect thereto with Neptune Technology Group Canada Co., in a form satisfactory to the City Solicitor.

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

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

**9.2 PW25024
Accessible Transportation Services Performance Report
Frequency****(Cassar/Hwang)**

That Report PW25024, dated April 28, 2025, respecting Accessible Transportation Services Performance Report Frequency, be received, and the following recommendations be approved:

- (a) That the Accessible Transportation Services BE DIRECTED to provide performance reports on the following schedule:
 - (i) Report quarterly to the Accessibility Committee for Persons with Disabilities Transportation Working Group;
 - (ii) Report annually to the Accessibility Committee for Persons with Disabilities; and
 - (iii) Report annually to the Public Works Committee following the presentation to the Accessibility Committee for Persons with Disabilities.

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

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

9.3 Amendments to the Outstanding Business List:

(Kroetsch/Hwang)

That the following Amendment to the Outstanding Business list, be approved:

9.3(a) Items Considered Complete and Needing to be Removed:

- (i) Water Service Permit for 7030 Twenty Road East (Ward 11)
 Added: December 2, 2024
 Addressed as Item 7.2 on today's agenda

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

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

10. MOTIONS

10.1 Pathway Pedestrian Lighting Improvements in Corktown Park, 175 Ferguson Avenue South, Hamilton (Ward 2)

(Kroetsch/Nann)

WHEREAS, a pathway exists in Corktown Park, 175 Ferguson Avenue South, Hamilton, connecting Ferguson Avenue to Victoria Avenue along the north boundary of the park;

WHEREAS, this pathway also abuts a railway and forms part of the Rail Trail continued eastwardly;

WHEREAS, this is an active community connection in Ward 2, that promotes active transportation through the community;

WHEREAS, this pathway is not currently lit, and residents would benefit with the addition of pedestrian pathway lighting; and

WHEREAS, a feasibility review and lighting design are required to determine the optimal design, servicing, and estimated costs for the potential lighting of this path.

THEREFORE, BE IT RESOLVED:

- (a) That the design and servicing plan for new pedestrian lighting in Corktown Park, 175 Ferguson Avenue South, Hamilton, on the path

that connects Ferguson Avenue to Victoria Avenue, be funded from the Ward 2 Capital Re-Investment Reserve #108052 at an upset limit, including contingency, not to exceed \$65,000, be approved; and

- (b) That the General Manager, 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, related to pathway pedestrian lighting Improvements in Corktown Park, 175 Ferguson Avenue South, Hamilton.

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

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

10.2 Water Drinking Fountain Program Enhancements and Improvements in Parks and Public Spaces, Hamilton (Ward 2)

(Kroetsch/Hwang)

WHEREAS, the installation of water drinking fountains and bottle filling stations can help reduce the use of single-use plastic water bottles, having a measurable impact on Hamilton's ecosystems and public health;

WHEREAS, water fountains and bottle filling stations support residents staying hydrated in the heat and improve local health;

WHEREAS, several of the existing water drinking fountains in Ward 2, including Durand Park and Carter Park have become worn out, and upgrading these to a bottle filler, fountain bowl, and pet bowl would benefit residents; and

WHEREAS, some park locations and public spaces in Ward 2 including Eastwood Park by the spray pad, Woolverton Park, and Bennetto Park have no water drinking fountain/bottle filler, and the addition of this service would benefit residents.

THEREFORE, BE IT RESOLVED:

- (a) That the replacement of existing water drinking fountain units in Durand Park and Carter Park be funded from the Ward 2 Capital Re-Investment Reserve #108052 at an upset limit, including contingency, not to exceed \$50,000, be approved;
- (b) That the installation of three new water drinking fountains located in Eastwood Park, Woolverton Park, and Bennetto Park be funded from the Ward 2 Capital Re-Investment Reserve #108052, at an upset limit, including contingency, not to exceed \$210,000, be approved;
- (c) That if any of the locations listed are deemed unsuitable for drinking fountains, that staff be authorized to choose the best suited location for new water drinking fountain enhancements based on best practices and confirm the new locations with the Ward 2 Councillor;
- (d) That the annual operating impacts of \$9,000 for the supply of water, maintenance, and winterization be included in the 2026 Public Works Department base operating budget submission; and
- (e) That the General Manager, 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, related to the Water Drinking Fountain Program Enhancements and Improvements in Ward 2 parks and public spaces, Hamilton.

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

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

10.3 Bernie Arbour Sports Field Lighting, Mohawk Sports Park, 1100 Mohawk Road East, Hamilton (Ward 6)

(Jackson/Spadafora)

WHEREAS, Mohawk Sports Park, 1100 Mohawk Road East, Hamilton, is home to the Bernie Arbour Sports Field and Stadium, a unique sport amenity supporting competitive baseball in Hamilton;

WHEREAS, this sport asset is supported by sport lighting which increases the use of the asset, allowing for evening play and, additionally, supports the competitive league programming of this field;

WHEREAS, the sport lighting has reached its end of useful life program, and is in need of replacement;

WHEREAS, the replacement lighting will include service supply replacement, new footings, poles, fixtures, and stand-alone controls separated from the stadium structure; and

WHEREAS, additional funding to support the replacement of the sport lighting is needed to fill the capital funding gap.

THEREFORE, BE IT RESOLVED:

- (a) That Bernie Arbour Sports Field lighting replacement, located in Mohawk Sports Park, 1100 Mohawk Road East, Hamilton, be funded from the Ward 6 Capital Re-Investment Reserve #108056 at an upset limit, including contingency, not to exceed \$530,000, be approved; and
- (b) That the General Manager, 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, related to the Bernie Arbour Sports Field lighting at Mohawk Sports Park, 1100 Mohawk Road East, Hamilton.

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

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

Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – 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

10.4 Citizen’s Committee Input for Carlisle Road and Centre Road Intersection Improvements (Ward 15)

(McMeekin/Spadafora)

WHEREAS, public engagement, accountability, transparency, and community input are essential principals in the planning and implementing of capital projects to ensure they meet the needs and priorities of residents;

WHEREAS, the Transportation Division completed an evaluation for a potential traffic control signal at Carlisle Road and Centre Road which was determined to be warranted;

WHEREAS, Project ID #4662420417 was approved in the 2024 capital budget to fund the construction of a new traffic signal at the intersection, at a budget cost of \$400,000;

WHEREAS, the Ward 15 office was contacted by a significant number of residents who live in the Carlisle community that voiced their concerns about the installation of a traffic signal that focused around preserving the established character and identity of their community; and

WHEREAS, the Transportation Division has committed to deferring construction to 2026 to allow for a review of the intersection’s needs, ensuring that the project aligns with the community’s vision for Carlisle while maintaining the project’s primary focus on safety.

THEREFORE, BE IT RESOLVED:

- (a) That Transportation Division collaborate with the Ward 15 office through the formalization of a Citizen’s Committee, with representation from relevant stakeholders, to review and provide input

on the scope and design of the Carlisle Road and Centre Road intersection; and

- (b) That upon the completion of the citizen-focused collaborative review, the intersection design incorporate reasonable revisions that complement the existing community character and identity, enabling construction to proceed in 2026.

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

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

10.5 Road Safety – Bennetto Elementary School Safe Route to School and Bishop's Park Access Enhancements (Ward 3)

(Nann/Kroetsch)

WHEREAS, the City of Hamilton is committed to Vision Zero;

WHEREAS, students in the Keith Neighbourhood who attend public school must either take the bus or cross Victoria Avenue North and Wellington Street North to walk to their home school, Bennetto Elementary School;

WHEREAS, to walk to school, students would need to cross Victoria Avenue North and Wellington Street North to walk to Bennetto Elementary School;

WHEREAS, neither Victoria Avenue North and Wellington Street North have reasonably close controlled crosswalks to facilitate the safe crossing of students going to and from Bennetto Elementary School;

WHEREAS, residents in the area have expressed their desire to use active transportation for their children to safely get to school;

WHEREAS, the Transportation Division has previously identified the need for controlled crossings on Victoria Avenue North and Wellington Street North and have been advancing plans to design and construct traffic infrastructure;

WHEREAS, Bishop's Park is much needed and used City Park in Stinson where there is already an existing deficiency of green space access based on population; and

WHEREAS, the intersection of East Avenue South and Hunter Street East by Bishop's Park has an all-way stop but no other safety enhancements for children and residents to cross the roadway and access the park.

THEREFORE BE IT RESOLVED:

- (a) That the Transportation Division advance the design and construction of controlled crossings on Victoria Avenue North and Wellington Street North that would enable the safe crossing of students attending Bennetto Elementary School and include a 2026 Capital Budget submission to enable 2026 construction;
- (b) That the Transportation Division review opportunities to improve safety and access to Bishop's Park through the intersection of East Avenue South and Hunter Street East and implement meaningful and cost-effective traffic calming measures in 2025 funded from the Ward 3 Capital Re-Investment Reserve #108053 at an upset limit, including contingency, not to exceed \$20,000; and
- (c) That the General Manager, 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 13 to 0, as follows:

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

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Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

10.6 Complete Streets Review Implementation Investment (Ward 3)

(Nann/Hwang)

WHEREAS, Vision Zero and Complete Streets principles are used in the City of Hamilton to provide a safer environment for all road users;

WHEREAS, in 2021 a review of designated Ward 3 neighbourhoods was initiated with the intent of providing a Complete Streets report identifying areas of concern and recommendations to provide a safer environment for all road users based on Vision Zero and Complete Streets principles;

WHEREAS, the Complete Streets review included a focus on Traffic Calming Measures at problem locations considering road width, classification, surrounding land use, proximity to schools/playgrounds, access roads from arterials, on-street parking and other considerations;

WHEREAS, extensive public consultation is integrated as part of the Ward 3 Complete Streets review process, including prior to implementation to aid in finalizing the recommendations;

WHEREAS, the Ward 3 Complete Streets Review was finalized in 2024 and short-term measures have been implemented; and

WHEREAS, in 2022 Capital Project #4242209302 was established for the implementation of this project with a budget of \$450,000 funded from Ward 3 Capital Re-Investment Reserve #108053, medium-term and long-term enhancements will require additional financial investment to complete.

THEREFORE, BE IT RESOLVED:

- (a) That, to support the implementation of the outstanding Ward 3 Complete Streets recommendations, be funded from the Ward 3 Capital Re-Investment Reserve #108053 at an upset limit, including contingency, not to exceed \$200,000 with budget added to existing Capital Project #4242209302 for a total budget of \$650,000; and
- (b) That the General Manager, 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 12 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 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
 Not Present – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

10.7 Enhancing Public Outdoor Greenspace and Playground areas at Prince of Wales Elementary School, 77 Melrose Avenue North, Hamilton (Ward 3)

(Nann/Tadeson)

WHEREAS, improving public outdoor greenspaces and playgrounds helps to strengthen and build community-based opportunities for all;

WHEREAS, the outdoor greenspace and playground area at Prince of Wales Elementary School, 77 Melrose Avenue North, Hamilton, has been found to have significant asset deficiencies identified by students, parent council, and verified by the school administration that could be maximized for better use by children, youth, and the public;

WHEREAS, the Ward 3 Councillor's Office has worked with the parent council, Prince of Wales Elementary School administration, Hamilton-Wentworth District School Board (HWDSB) Trustee, and staff to identify a preferred scope of plan to address local needs;

WHEREAS, City Landscape Architectural staff provided advice to the above group on those aspects that ought to be considered for adequate scope of work;

WHEREAS, HWDSB staff have finalized a scope of work within their organizational policies and frameworks; and

WHEREAS, HWDSB does not have the adequate capital funds to address the community's interests and needs for the outdoor greenspace and

playground at Prince of Wales Elementary School, 77 Melrose Avenue North, Hamilton, that enable timely implementation of solutions.

THEREFORE, BE IT RESOLVED:

- (a) That the revitalization of the Prince of Wales Elementary School, 77 Melrose Avenue North, Hamilton, outdoor greenspace and playground area be funded from the Ward 3 Capital Re-Investment Reserve #108053 at an upset limit, including contingency, not to exceed \$250,000, be approved;
- (b) That Council direct City staff to work in conjunction with Hamilton-Wentworth District School Board (HWDSB) staff to create a development agreement that considers all costs associated with the redevelopment of Prince of Wales Elementary School, 77 Melrose Avenue North, Hamilton, outdoor space; and
- (c) That the General Manager, 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, related to enhancing public outdoor greenspace and playground areas at Prince of Wales Elementary School, 77 Melrose Avenue North, 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
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 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
 Not Present – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

11. NOTICE OF MOTIONS**11.1 Stop Controls at the Intersection of Elliott Avenue and Grenadier Drive (Ward 6)****(a) (Jackson/Beattie)**

That the Rules of Order be suspended to allow for the introduction of a motion respecting Stop Controls at the Intersection of Elliott Avenue and Grenadier Drive (Ward 6).

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

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

(b) (Jackson/Beattie)

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

WHEREAS, there are existing stop signs on Grenadier Drive, but not on Elliott Avenue;

WHEREAS, the Transportation Division completed a study and determined that an all-way stop is not justified based on criteria defined within the Ontario Traffic Manual Book 5, Regulatory Signs;

WHEREAS, this request was initiated by residents in proximity to the intersection expressing their concerns to the Ward 6 Councillor's Office; and

WHEREAS, signatures were collected from 103 residents representing households in close proximity to the intersection of Elliott Avenue and Grenadier Drive, in support of the installation of an all-way stop.

THEREFORE, BE IT RESOLVED:

That the Transportation Division be authorized and directed to convert the intersection of Elliot Avenue and Grenadier Drive in Ward 6 to an all-way stop and that Schedule 5 of the Traffic By-Law No. 01-215 be amended accordingly.

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

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

11.2 Private Water Service Connection – 7030 Twenty Road East (Ward 11)

(a) (Tadeson/Hwang)

That the Rules of Order be suspended to allow for the introduction of a motion respecting Private Water Service Connection – 7030 Twenty Road East (Ward 11).

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

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

(b) (Tadeson/Hwang)

WHEREAS, the City of Hamilton's municipal public watermain extend beyond the urban boundary along Twenty Road East, Miles Road, and Dickenson Road East, having been originally installed in the 1980s to support anticipated growth;

WHEREAS, approximately 130 rural properties currently receive municipal water service from these public watermain, including four properties on Twenty Road East (7075, 7055, 7049, and 7039) that were permitted to connect through a Region-approved Special Water Service Agreement in 1992;

WHEREAS, the property owner of 7030 Twenty Road East—located approximately 600 metres south of the urban boundary and directly across from the four connected properties—has expressed a desire to connect to the municipal water system and is willing to bear all associated costs; and

WHEREAS, the existing municipal water system has sufficient capacity to accommodate an additional connection.

THEREFORE, BE IT RESOLVED:

- (a) That staff from the Public Works and Planning and Economic Development Departments be directed to work with the property owner of 7030 Twenty Road East to facilitate a connection to the municipal water system, in accordance with current design standards and the City of Hamilton Waterworks By-law No. 23-235; and
- (b) That the property owner of 7030 Twenty Road East shall be responsible for:
 - (i) All associated costs, including but not limited to design, installation, engineering fees& permits, required agreements, and easements; and

- (ii) Obtaining all required agreements to the satisfaction of the General Manager of Public Works and the General Manager of Planning and Economic Development.

Result: MOTION, CARRIED by a vote of 9 to 4, as follows:

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

12. PRIVATE & CONFIDENTIAL

Committee determined that discussion of Item 12.1 was not required in Closed Session; therefore, the matter was addressed in Open Session, as follows:

12.1 PW25025

Biosolids Program – Harbour City Solutions Contract Update

(Beattie/McMeekin)

That Report PW25025, dated April 28, 2025, respecting Biosolids Program – Harbour City Solutions Contract Update, be received a remain confidential.

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

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

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

13. ADJOURNMENT

There being no further business, the Public Works Committee adjourned at 3:01 p.m.

Respectfully submitted,

Carrie McIntosh
Legislative Coordinator
Office of the City Clerk

Councillor Matt Francis,
Acting Chair, Public Works Committee



City of Hamilton Report for Information

To:	Chair and Members Public Works Committee
Date:	May 20, 2025
Report No:	PW25023
Subject/Title:	Annual Watermain Break Report
Ward(s) Affected:	City Wide

Recommendations

- 1) That Report PW25023 respecting the Annual Watermain Break Report **BE RECEIVED** for information.

Key Facts

- 165 watermain breaks occurred in 2024, with \$2.06M in estimated total repair costs.
- 4.4 kilometres of watermains were rehabilitated in 2024, costing \$7.2M.
- 2.9 kilometres of watermains were replaced in 2024, costing \$2M.

Financial Considerations

Not Applicable

Background

On January 23, 2019, Council directed staff through [City Council Minutes 19-002](#) “to provide the Public Works Committee with an annual report on watermain breaks, the total number, cause, and cost of each break, as well as the distance of watermains relined with total cost and overall report on sustainability.”

Analysis

Total Number, Causes, and Cost of Watermain Breaks:

The City had a total of 165 watermain breaks in 2024, with total repair costs of approximately \$2.06M. This amount includes:

- Excavation, repair, and temporary restoration costs: \$0.99M
- Permanent restoration costs: \$1.07M

Permanent restoration costs vary depending on factors such as excavation size, location, and surface infrastructure (e.g., sidewalks, curbs, roads, and landscaping). A detailed breakdown of watermain breaks by ward is provided in Appendix “A” to Report PW25023.

Due to a cybersecurity incident, work completed by Public Works after February 25, 2024, including costs for parts, labour, vehicle expenses, and outstanding permanent restorations, is based on the Department’s best estimates.

In 2024, the percentage of watermain breaks by failure mode was:

- Corrosion - 39%
- Ground movement - 57%
- Displaced pipe joints - 3%
- Contractor-related damage and repairs - 1%

Corrosion-related breaks result from soil conditions, while breaks due to ground movement and displaced pipe joints are often linked to pressure changes caused by freeze/thaw cycles. A summary of the costs of watermain breaks by failure mode is provided in Appendix “B” to Report PW25023.

From 2020 to 2024, the City experienced an average of 222 watermain breaks per year. The reduction in breaks is attributed to milder winter temperatures and the success of the Proactive Leak Detection Program. A historical summary of watermain breaks by failure modes between 2020 and 2024 is provided in Appendix “C” to Report PW25023.

Distance and Cost of Watermain Rehabilitation and Replacement:

Public Works tracks the length and cost of watermain rehabilitation (relining) and replacement.

In 2024, the City:

- Rehabilitated 4.4 km of watermains, costing \$7.2M
- Replaced 2.9 km of watermains, costing \$2M

Since 2020, the City has:

- Rehabilitated 20.8 km of watermains, costing \$29.9M
- Replaced 17.4 km of watermains, costing \$26.5M

A five-year summary of rehabilitation and replacement activities is provided in Appendix

“D” to Report PW25023.

From 2025 to 2034, the City plans to invest \$336.8M in watermain rehabilitation and replacement projects. A summary of approved projects, as part of the 10-year Water, Wastewater, and Stormwater Rate Budget, is provided in Appendix “E” to report PW25023.

Watermain Age:

The City maintains a total of 2,139 km of watermains, including:

- 189 km of transmission watermains (450mm in diameter or larger)
- 1,950 km of distribution watermains (400mm in diameter or smaller)

Transmission watermains transport large volumes of water, supplying reservoirs, towers, and distribution watermains. Distribution watermains provide potable water to serviced properties.

Currently, 34% of transmission and 18% of distribution watermains are over 75 years old. A summary of the watermain age distribution is provided in Appendix “F” to Report PW25023.

Alternatives

Not Applicable

Relationship to Council Strategic Priorities

The information provided in this report supports the Strategic Priorities identified by Council in the following areas:

3. Responsiveness & Transparency

- 3.1. Build a high-performing public service - by informing Council on work completed in 2024 to maintain watermains, supporting future investment decisions.

Previous Reports Submitted

[2023 Annual Watermain Break Report \(City Wide\) \(PW24013\)](#) dated April 29, 2024
[2022 Annual Watermain Break Report \(City Wide\) \(PW23015\)](#) dated March 20, 2023
[2021 Annual Watermain Break Report \(City Wide\) \(PW22031\)](#) dated May 16, 2022
[2020 Annual Watermain Break Report \(City Wide\) \(PW21011\)](#) dated March 22, 2021

Consultation

The following team was consulted and provided input for this report:

Infrastructure Renewal, Engineering Services, Public Works

Appendices and Schedules Attached

Appendix A: 2024 Watermain Breaks by Ward, Including Costs

Appendix B: 2024 Watermain Break Costs by Failure Mode

Appendix C: Watermain Breaks by Year and Mode of Failure

Appendix D: 5-Year Summary of Watermain Replacements and Relining

Appendix E: Approved in Principle, Watermain Replacement and Relining
Projects in the 10-Year Water, Wastewater and Storm Rate
Budget

Appendix F: Transmission and Distribution Watermain Inventory by Age

Prepared by: Janice Takahashi, Project Manager, Water Distribution,
Public Works, Hamilton Water

**Submitted and
recommended by:** Shane McCauley, Director Water & Wastewater Operations
Public Works, Hamilton Water

2024 Watermain Breaks by Ward, Including Costs

Item #	Ward	Mode of Failure	Address	Municipality	Completed	Total
1	WARD 1	Corrosion	Glen Road	HAMILTON	1/21/24	\$ 4,334.45
2	WARD 1	Corrosion	Pearl Street South	HAMILTON	1/23/24	\$ 5,343.90
3	WARD 1	Ground Movement	Glen Road	HAMILTON	1/25/24	\$ 10,218.90
4	WARD 1	Ground Movement	Chatham Street	HAMILTON	1/28/24	\$ -
5	WARD 1	Ground Movement	Canada Street	HAMILTON	1/31/24	\$ 4,624.00
6	WARD 1	Ground Movement	Paul Street	HAMILTON	2/06/24	\$ 5,448.55
7	WARD 1	Ground Movement	Chatham Street	HAMILTON	2/13/24	\$ 7,605.11
8	WARD 1	Ground Movement	120 Beddoe Drive	HAMILTON	2/29/24	\$ 4,198.24
9	WARD 1	Ground Movement	64 Elizabeth Court	HAMILTON	3/03/24	\$ 5,095.54
10	WARD 1	Ground Movement	259 Emerson Street	HAMILTON	3/19/24	\$ 5,176.96
11	WARD 1	Corrosion	48 Homewood Avenue	HAMILTON	3/27/24	\$ 4,876.48
12	WARD 1	Corrosion	1150 Main Street West	HAMILTON	5/15/24	\$ 14,193.55
13	WARD 1	Ground Movement	1150 Main Street West	HAMILTON	5/23/24	\$ 10,610.31
14	WARD 1	Corrosion	170 Chatham Street	HAMILTON	5/27/24	\$ 3,533.03
15	WARD 1	Ground Movement	Chatham Steet	HAMILTON	5/27/24	\$ 6,212.02
16	WARD 1	Corrosion	Chatham Street	HAMILTON	5/28/24	\$ 9,601.96
17	WARD 1	Corrosion	Chatham Street	HAMILTON	5/28/24	\$ -
18	WARD 1	Ground Movement	254 Aberdeen Avenue	HAMILTON	7/25/24	\$ 3,533.03
19	WARD 1	Ground Movement	254 Aberdeen Avenue	HAMILTON	7/25/24	\$ 5,487.14
20	WARD 1	Corrosion	338 Aberdeen Avenue	HAMILTON	7/26/24	\$ 20,452.17
21	WARD 1	Corrosion	4 Royal Avenue	HAMILTON	8/27/24	\$ 4,991.83
22	WARD 1	Ground Movement	275 Aberdeen Avenue	HAMILTON	10/14/24	\$ 4,684.56
23	WARD 1	Ground Movement	88 Amelia Street	HAMILTON	10/17/24	\$ 5,301.03
24	WARD 1	Ground Movement	29 Binkley Crescent	HAMILTON	12/15/24	\$ 4,673.39
25	WARD 1	Ground Movement	180 Chatham Street	HAMILTON	12/18/24	\$ 4,388.30
26	WARD 1	Ground Movement	161 Dundurn Street	HAMILTON	12/19/24	\$ 4,495.78
27	WARD 1	Ground Movement	180 Chatham Street	HAMILTON	12/20/24	\$ 3,533.03
28	WARD 2	Ground Movement	99 Wellington Street South	HAMILTON	1/28/24	\$ 6,067.77
29	WARD 2	Ground Movement	Barton Street East	HAMILTON	2/09/24	\$ 11,404.22
30	WARD 2	Ground Movement	486 John Street North	HAMILTON	2/26/24	\$ 5,450.17
31	WARD 2	Ground Movement	John Steet North @ Wood Street East	HAMILTON	4/20/24	\$ 10,337.09
32	WARD 2	Corrosion	Markland Street	HAMILTON	7/07/24	\$ 11,179.70
33	WARD 2	Corrosion	81 Wilson Street	ANCASTER	7/28/24	\$ 9,314.92
34	WARD 2	Corrosion	200 James Street North	HAMILTON	10/04/24	\$ 43,721.92
35	WARD 2	Ground Movement	126 Queen Street North	HAMILTON	10/31/24	\$ 4,371.46
36	WARD 2	Ground Movement	85 Wilson Street	HAMILTON	12/16/24	\$ 13,006.42
37	WARD 2	Ground Movement	87 Wilson Street	HAMILTON	12/17/24	\$ 4,360.82
38	WARD 3	Corrosion	440 Cannon Street East	HAMILTON	1/06/24	\$ 21,461.54
39	WARD 3	Corrosion	440 Cannon Street East	HAMILTON	1/06/24	\$ 7,103.87
40	WARD 3	Corrosion	Edward Street	HAMILTON	1/19/24	\$ 2,901.45
41	WARD 3	Ground Movement	King Street East	HAMILTON	1/20/24	\$ 11,054.20
42	WARD 3	Ground Movement	East Avenue North	HAMILTON	2/11/24	\$ 3,473.15
43	WARD 3	Corrosion	King William Street @ Tisdale Street North	HAMILTON	2/28/24	\$ 8,116.32
44	WARD 3	Corrosion	50 Lawrence Road	HAMILTON	3/26/24	\$ 9,232.77
45	WARD 3	Corrosion	799 Barton Street East	HAMILTON	4/09/24	\$ 3,844.07
46	WARD 3	Ground Movement	393 Avondale Street	HAMILTON	5/24/24	\$ 5,053.51

Costs highlighted in orange reflect the actual cost of the watermain break while the other costs include estimated values.

Item #	Ward	Mode of Failure	Address	Municipality	Completed	Total
47	WARD 3	Joint Displacement	386 Avondale Street	HAMILTON	5/24/24	\$ 5,068.40
48	WARD 3	Ground Movement	954 King Street East	HAMILTON	9/15/24	\$ 6,935.03
49	WARD 3	Corrosion	Sanford Avenue North @ Cannon Street	HAMILTON	10/27/24	\$ 20,920.53
50	WARD 3	Corrosion	400 King Street East	HAMILTON	12/20/24	\$ 7,355.03
51	WARD 3	Ground Movement	95 Birmingham Street	HAMILTON	12/29/24	\$ 9,143.09
52	WARD 3	Joint Displacement	Cannon Street East	HAMILTON	1/06/24	\$ 8,570.78
53	WARD 3	Joint Displacement	Beach Road	HAMILTON	1/08/24	\$ 9,620.39
54	WARD 4	Corrosion	Rennie Street	HAMILTON	1/19/24	\$ 17,948.36
55	WARD 4	Ground Movement	Brampton Street	HAMILTON	1/22/24	\$ 14,509.65
56	WARD 4	Ground Movement	Main Street East	HAMILTON	1/23/24	\$ 5,364.37
57	WARD 4	Ground Movement	Main Street East	HAMILTON	1/30/24	\$ 4,173.39
58	WARD 4	Ground Movement	Main Street East	HAMILTON	2/08/24	\$ 4,323.67
59	WARD 4	Ground Movement	Wexford Avenue South	HAMILTON	2/08/24	\$ 6,544.37
60	WARD 4	Ground Movement	648 Brighton Avenue	HAMILTON	3/18/24	\$ 8,428.00
61	WARD 4	Corrosion	2007 Brampton Street	HAMILTON	3/19/24	\$ 5,392.29
62	WARD 4	Corrosion	224 Dundonald Avenue	HAMILTON	7/15/24	\$ 3,533.03
63	WARD 4	Ground Movement	17 Cloverdale Avenue	HAMILTON	7/16/24	\$ 4,696.19
64	WARD 4	Ground Movement	122 Beland Avenue South	HAMILTON	7/25/24	\$ 8,137.21
65	WARD 4	Contractor Caused	102 McNaulty Boulevard	HAMILTON	8/13/24	\$ 2,787.35
66	WARD 4	Corrosion	Melvin Avenue @ Walter Avenue North	HAMILTON	8/28/24	\$ 13,728.10
67	WARD 4	Ground Movement	700 Woodward Avenue	HAMILTON	8/30/24	\$ 32,981.24
68	WARD 4	Ground Movement	191 Rodgers Road	HAMILTON	12/22/24	\$ 7,263.65
69	WARD 4	Ground Movement	1978 Brampton Street	HAMILTON	12/29/24	\$ 5,045.03
70	WARD 4	Ground Movement	Tate Avenue	HAMILTON	12/30/24	\$ 4,364.54
71	WARD 4	Corrosion	224 Dundonald Avenue	HAMILTON		\$ 6,601.29
72	WARD 5	Ground Movement	Lake Avenue North	HAMILTON	1/14/24	\$ 10,068.05
73	WARD 5	Ground Movement	Champlain Avenue	HAMILTON	1/17/24	\$ 4,980.94
74	WARD 5	Ground Movement	First Street North	STONEY CREEK	1/31/24	\$ 4,925.26
75	WARD 5	Ground Movement	2799 Barton Street East	HAMILTON	2/15/24	\$ 2,741.41
76	WARD 5	Ground Movement	450 Lake Avenue North	HAMILTON	2/29/24	\$ 10,165.10
77	WARD 5	Joint Displacement	Battlefield Drive @ Alba Street	HAMILTON	4/09/24	\$ 7,717.63
78	WARD 5	Corrosion	688 Greenhill Avenue	HAMILTON	4/18/24	\$ 6,365.63
79	WARD 5	Ground Movement	450 Lake Avenue North	HAMILTON	7/24/24	\$ 10,165.10
80	WARD 5	Ground Movement	135 Gainsborough Drive	HAMILTON	10/24/24	\$ 19,036.23
81	WARD 5	Ground Movement	88 First Street North	STONEY CREEK	10/31/24	\$ 4,143.96
82	WARD 5	Ground Movement	31 Lake Avenue North	HAMILTON	12/03/24	\$ 4,926.91
83	WARD 6	Corrosion	1195 Fennell Avenue East	HAMILTON	1/21/24	\$ 67,577.23
84	WARD 6	Ground Movement	1195 Fennell Avenue East	HAMILTON	1/21/24	\$ -
85	WARD 6	Ground Movement	Solomon Crescent	HAMILTON	2/06/24	\$ 5,747.24
86	WARD 6	Ground Movement	Epic Place	HAMILTON	2/20/24	\$ 3,856.64
87	WARD 6	Corrosion	Rexford Drive @ Rosewell Street	HAMILTON	4/17/24	\$ 5,914.60
88	WARD 6	Corrosion	2 Rosewell Steet	HAMILTON	4/18/24	\$ 8,440.59
89	WARD 6	Corrosion	Rexford Drive @ Princip Street	HAMILTON	8/15/24	\$ 5,548.20
90	WARD 6	Ground Movement	Pemberton Avenue @ Upper Gage Avenue	HAMILTON	10/27/24	\$ 10,284.79
91	WARD 7	Ground Movement	Upper Wentworth Street	HAMILTON	1/19/24	\$ 3,347.21
92	WARD 7	Corrosion	Upper Wellington Street @ Rymal Rd	HAMILTON	5/15/24	\$ 13,111.06

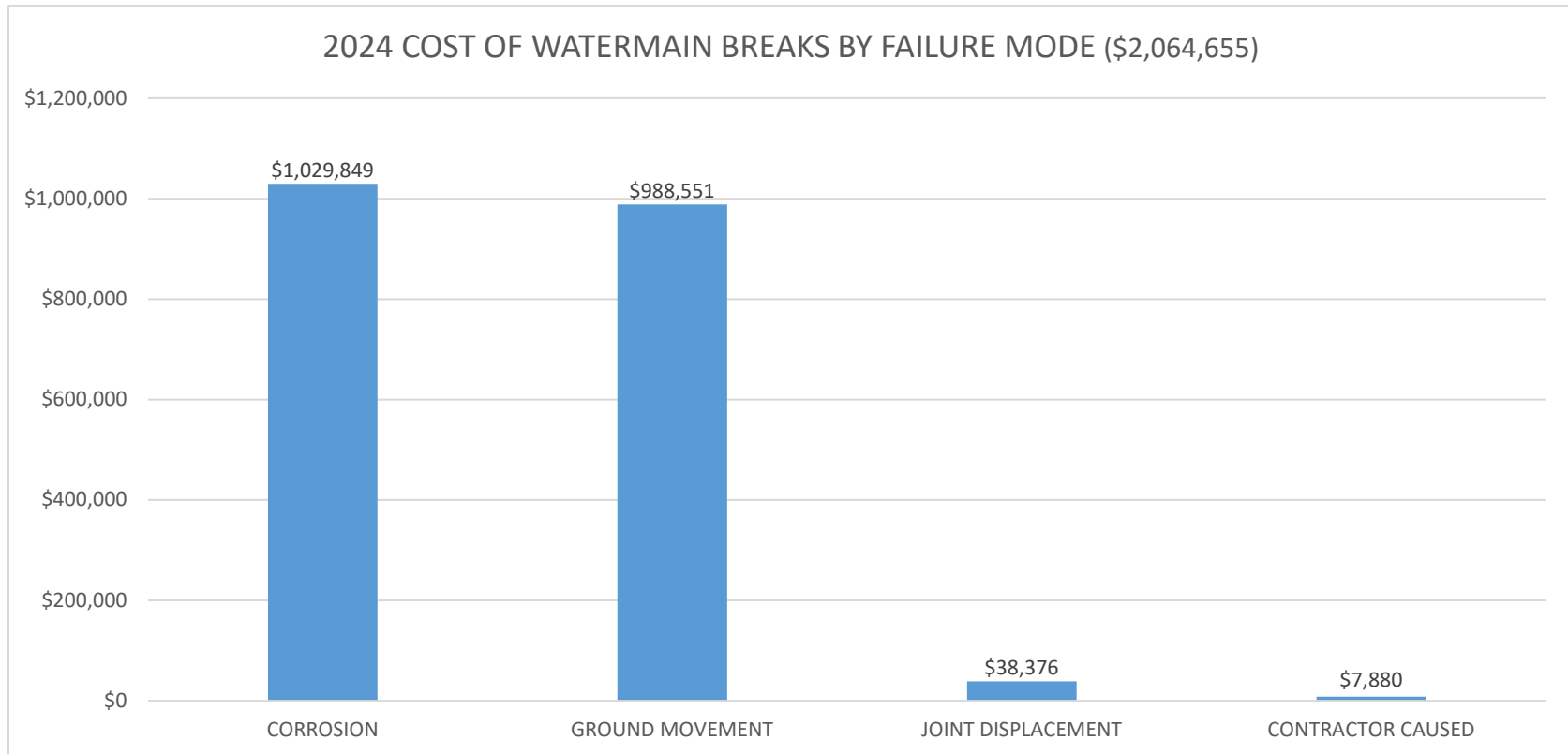
Costs highlighted in orange reflect the actual cost of the watermain break while the other costs include estimated values.

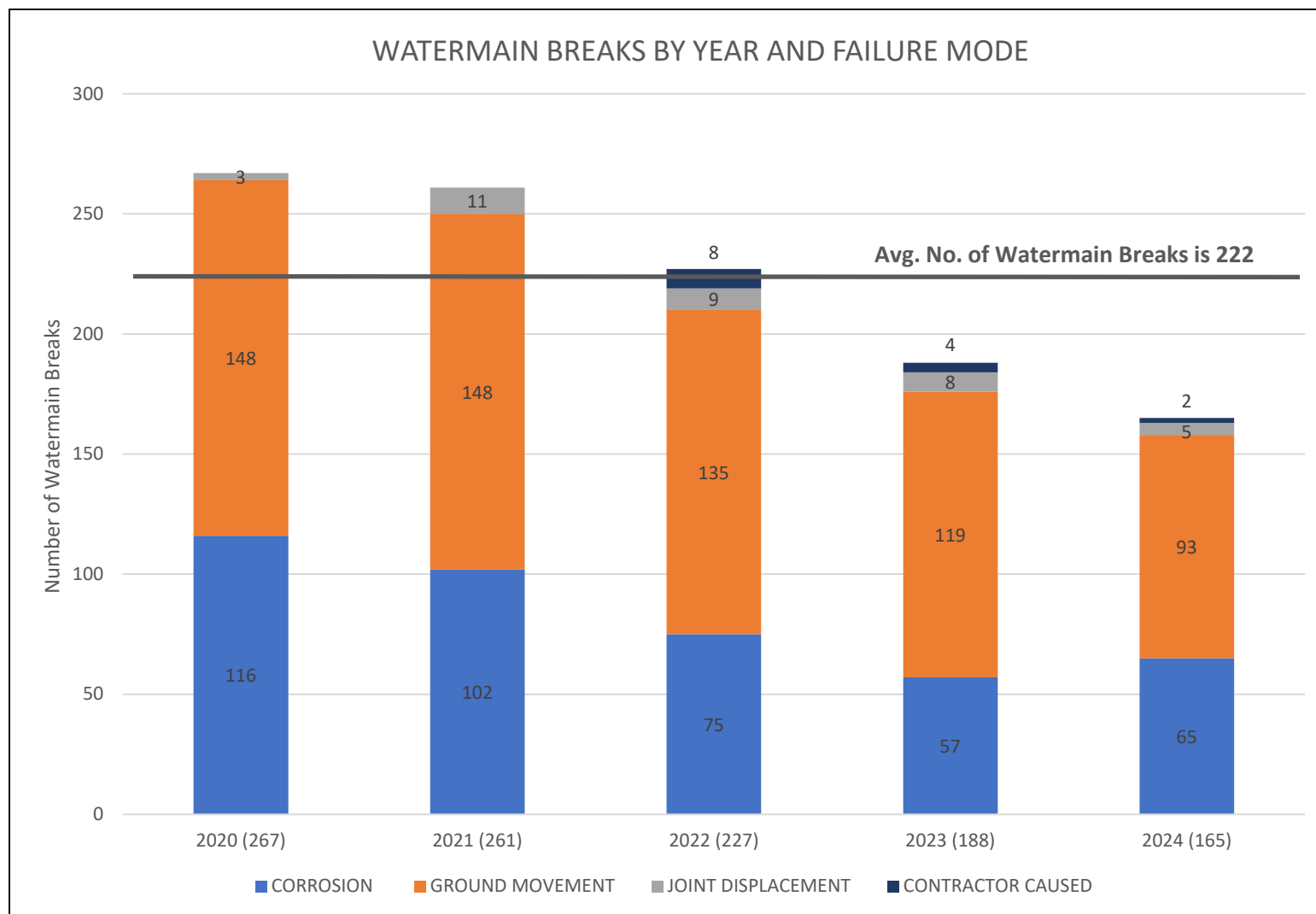
Item #	Ward	Mode of Failure	Address	Municipality	Completed	Total
93	WARD 7	Corrosion	224 East 31st Street	HAMILTON	7/12/24	\$ 9,568.63
94	WARD 7	Corrosion	298 East 27th Street	HAMILTON	8/04/24	\$ 10,198.64
95	WARD 7	Corrosion	Bastille Street at Brigade Drive	HAMILTON	8/26/24	\$ 8,764.02
96	WARD 7	Corrosion	Beaverton Drive	HAMILTON	9/05/24	\$ 29,952.24
97	WARD 7	Ground Movement	263 Thorner Drive	HAMILTON	9/18/24	\$ 8,139.14
98	WARD 7	Ground Movement	Upper Wellington Street @ Rymal Road	HAMILTON	9/19/24	\$ 95,025.16
99	WARD 7	Corrosion	Fusilier Drive	HAMILTON	9/28/24	\$ 7,250.60
100	WARD 7	Corrosion	15 Parkwood Crescent	HAMILTON	10/21/24	\$ 5,712.47
101	WARD 7	Ground Movement	12 Baroche Street	HAMILTON	12/13/24	\$ 6,441.90
102	WARD 8	Ground Movement	June Street	HAMILTON	1/07/24	\$ 12,310.07
103	WARD 8	Ground Movement	28 Millen Avenue	HAMILTON	1/26/24	\$ 6,973.14
104	WARD 8	Ground Movement	19 Delmar Drive	HAMILTON	2/25/24	\$ 8,037.12
105	WARD 8	Ground Movement	33 Southbend Road East	HAMILTON	8/13/24	\$ 58,747.33
106	WARD 8	Corrosion	738 Upper James Street	HAMILTON	9/07/24	\$ 91,332.08
107	WARD 8	Ground Movement	760 Upper James Street	HAMILTON	9/07/24	\$ 3,533.03
108	WARD 8	Ground Movement	1 Bruce Park Drive	HAMILTON	10/04/24	\$ 6,079.38
109	WARD 8	Ground Movement	6 Manning Court	HAMILTON	12/30/24	\$ 4,103.21
110	WARD 8	Ground Movement	201 Caledon Avenue	HAMILTON	12/30/24	\$ 10,293.02
111	WARD 9	Corrosion	9 Shadetree Crescent	STONE CREEK	4/18/24	\$ 7,005.44
112	WARD 10	Corrosion	Green Road	STONE CREEK	1/23/24	\$ 3,536.44
113	WARD 10	Corrosion	Grays Road @ Barton Street	HAMILTON	2/27/24	\$265,895.84
114	WARD 10	Ground Movement	Grays Road @ Barton Street	HAMILTON	2/28/24	\$ 3,533.03
115	WARD 10	Corrosion	Green Road @ South Service Road	HAMILTON	3/01/24	\$ 15,792.21
116	WARD 10	Corrosion	1075 North Service Road	HAMILTON	8/06/24	\$ 4,442.75
117	WARD 10	Ground Movement	196 Green Road	STONE CREEK	8/28/24	\$ 58,033.38
118	WARD 10	Corrosion	198 Green Road	STONE CREEK	8/28/24	\$ 3,533.03
119	WARD 10	Corrosion	348 Dosco Drive	STONE CREEK	9/06/24	\$ 4,562.14
120	WARD 10	Corrosion	Trillium Avenue @ North Service Road	HAMILTON	9/27/24	\$ 6,944.60
121	WARD 10	Ground Movement	403 Winona Road	STONE CREEK	12/11/24	\$ 8,073.28
122	WARD 10	Ground Movement	Millen Road	STONE CREEK	12/28/24	\$ 9,864.79
123	WARD 11	Corrosion	Dickenson Road West	GLANBROOK	12/14/24	\$ 8,133.53
124	WARD 12	Joint Displacement	Elm Hill Boulevard	ANCASTER	1/02/24	\$ 7,398.37
125	WARD 12	Ground Movement	121 Dalley Drive	ANCASTER	1/08/24	\$ 9,415.20
126	WARD 12	Ground Movement	Woodview Crescent	ANCASTER	1/14/24	\$ 6,212.41
127	WARD 12	Ground Movement	Jerseyville Road	ANCASTER	1/18/24	\$ 33,511.89
128	WARD 12	Ground Movement	Sulphur Springs Road	ANCASTER	1/18/24	\$135,510.41
129	WARD 12	Ground Movement	127 Fiddlers Green Road	ANCASTER	1/22/24	\$ 17,011.74
130	WARD 12	Ground Movement	306 Harmony Road	ANCASTER	1/28/24	\$ 8,275.93
131	WARD 12	Ground Movement	Woodview Crescent	ANCASTER	1/29/24	\$ 6,252.01
132	WARD 12	Ground Movement	29 McNeil Place	ANCASTER	3/03/24	\$ 7,989.80
133	WARD 12	Corrosion	610 Mohawk Road	HAMILTON	10/31/24	\$ 16,188.71
134	WARD 12	Ground Movement	Lynda Lane @ Elm Hill Blvd	HAMILTON	11/05/24	\$ 7,113.73
135	WARD 12	Ground Movement	29 Orchard Drive	ANCASTER	12/26/24	\$ 4,215.32
136	WARD 12	Ground Movement	Dorval Drive	HAMILTON		\$ 7,153.01
137	WARD 13	Ground Movement	King Street West	DUNDAS	1/26/24	\$ 10,026.91
138	WARD 13	Corrosion	23 Skyline Drive	DUNDAS	2/14/24	\$ 5,700.42

Costs highlighted in orange reflect the actual cost of the watermain break while the other costs include estimated values.

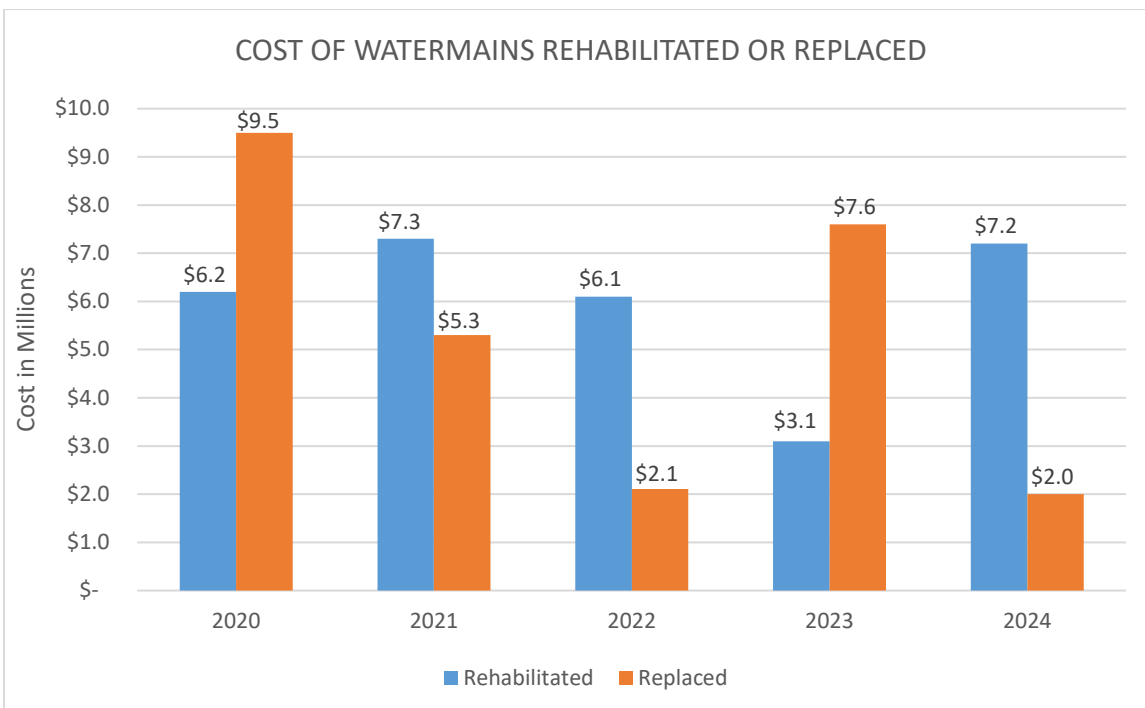
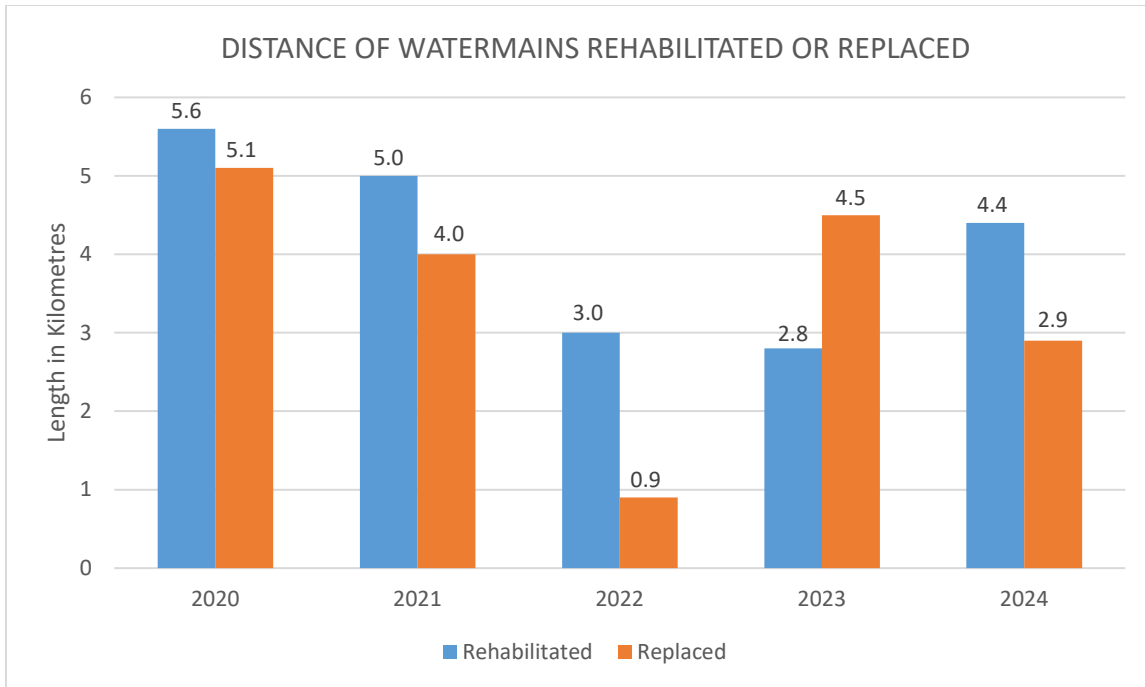
Item #	Ward	Mode of Failure	Address	Municipality	Completed	Total
139	WARD 13	Corrosion	Orchard Drive	DUNDAS	2/22/24	\$ 1,790.68
140	WARD 13	Corrosion	Skyline Drive	DUNDAS	2/22/24	\$ 5,439.19
141	WARD 13	Ground Movement	Autum Leaf Road	DUNDAS	2/24/24	\$ 8,162.35
142	WARD 13	Ground Movement	41 Valley Road	DUNDAS	2/27/24	\$ 5,242.03
143	WARD 13	Corrosion	140 King Street	DUNDAS	3/02/24	\$ 27,123.83
144	WARD 13	Ground Movement	74 Sunrise Crescent	DUNDAS	3/06/24	\$ 3,766.31
145	WARD 13	Corrosion	Valleyview Court	DUNDAS	3/07/24	\$ 8,787.61
146	WARD 13	Corrosion	11 Skyline Drive	DUNDAS	3/11/24	\$ 3,776.62
147	WARD 13	Corrosion	180 Pleasant Ave at Valleyview Court	DUNDAS	3/12/24	\$ 9,441.69
148	WARD 13	Corrosion	Harvest @ Forest Avenue	HAMILTON	9/02/24	\$ 8,626.78
149	WARD 13	Corrosion	30 Jerome Park	HAMILTON	9/24/24	\$ 5,223.87
150	WARD 13	Contractor Caused	Janis Court	HAMILTON	11/08/24	\$ 5,092.37
151	WARD 13	Corrosion	13 Main Street	DUNDAS	12/27/24	\$ 11,050.69
152	WARD 13	Ground Movement	13 Main Street	DUNDAS	12/27/24	\$ -
153	WARD 13	Ground Movement	6 Morton Avenue	DUNDAS	12/27/24	\$ 4,602.12
154	WARD 14	Ground Movement	Holbrook Road	HAMILTON	1/22/24	\$ 1,706.69
155	WARD 14	Corrosion	Bonaventure Drive	HAMILTON	6/11/24	\$ 3,977.71
156	WARD 14	Corrosion	200 Bonaventure Drive	HAMILTON	6/14/24	\$ 9,556.63
157	WARD 14	Corrosion	Upper Paradise Road @ Mohawk Road West	HAMILTON	7/11/24	\$ 41,664.64
158	WARD 14	Corrosion	1126 Garth Street	HAMILTON	8/26/24	\$ 4,803.53
159	WARD 14	Ground Movement	955 Old Mohawk Road	HAMILTON	9/13/24	\$ 6,443.22
160	WARD 14	Ground Movement	1127 Upper Paradise Road	HAMILTON	12/24/24	\$ 12,081.03
161	WARD 15	Ground Movement	Carl Crescent	FLAMBOROUGH	1/04/24	\$ 3,837.57
162	WARD 15	Ground Movement	81 Thomson Drive	FLAMBOROUGH	2/27/24	\$ 4,670.97
163	WARD 15	Corrosion	102 Flamboro Street	FLAMBOROUGH	4/05/24	\$ 7,638.10
164	WARD15	Corrosion	Barton Street @ Flamboro Street	FLAMBOROUGH	12/04/24	\$ 6,260.96
165	WARD15	Corrosion	Barton Street @ Flamboro Street	FLAMBOROUGH	12/04/24	\$ 3,533.03

Costs highlighted in orange reflect the actual cost of the watermain break while the other costs include estimated values.



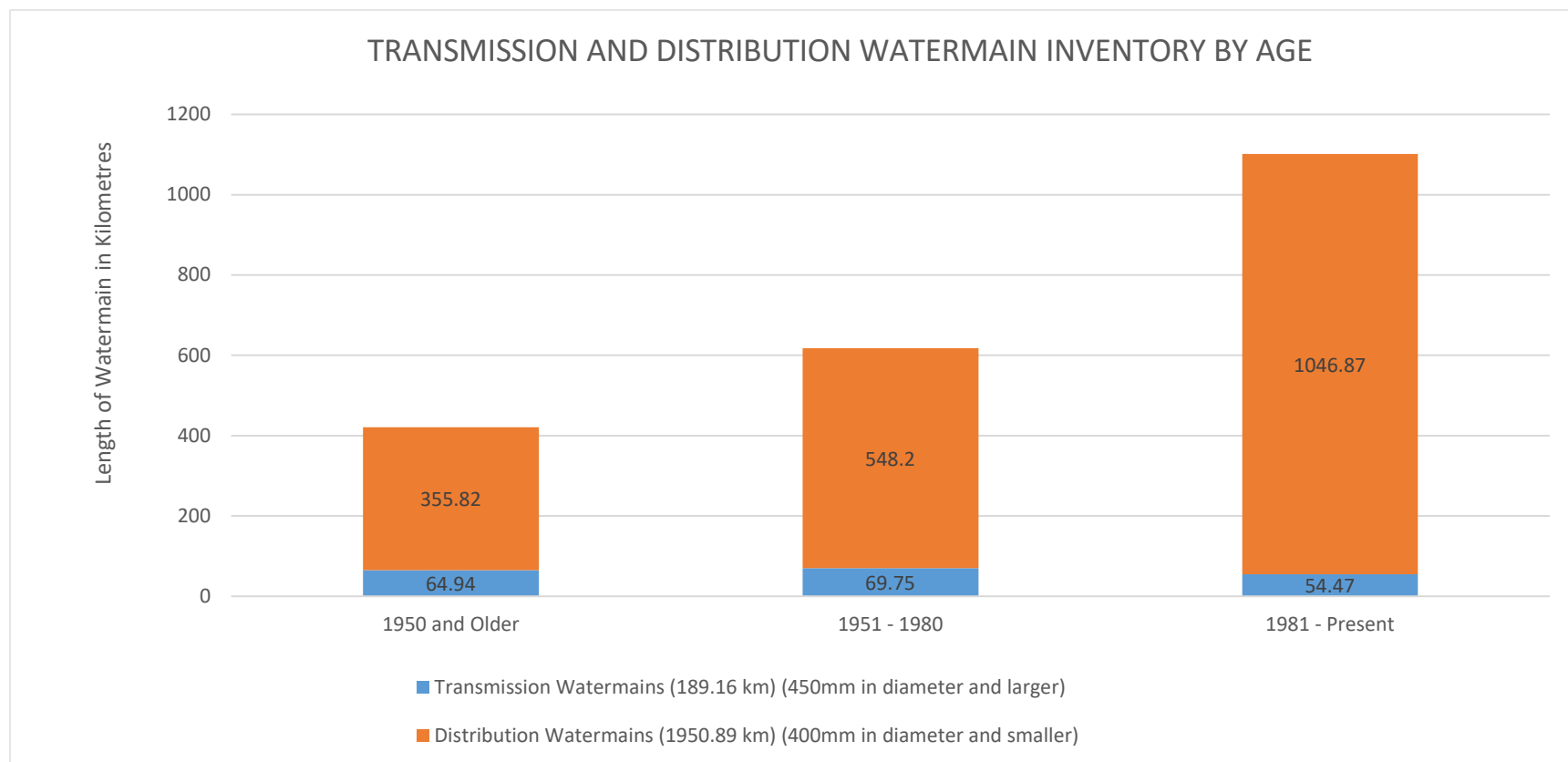


5-Year Summary of Watermain Replacements and Relining



Approved in Principle, Watermain Replacement and Relining Projects in the 10-Year Water, Wastewater and Storm Rate Budget

Ward	Project ID	CPMS #	Title	2025 Gross	2025 Net	2026 Gross	2026 Net	2027 Gross	2027 Net	2028 Gross	2028 Net	2029 Gross	2029 Net	2030 Gross	2030 Net	2031 Gross	2031 Net	2032 Gross	2032 Net	2033 Gross	2033 Net	2034 Gross	2034 Net	10 Yr Gross	10 Yr Net
Ward 11	5141564533	10615	Upper Wenthworth - South limit @ Hydro Corridor to Twenty	\$3,810,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Multi-Ward	5141595050	10772	Stone Church Feedmain (W-24) - CASH FLOW	\$20,000,000	\$0	\$8,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,000,000	\$0
Ward 4	5141971315	11305	Main - Delena to Normanhurst & Normanhurst - Main to Queenston (LRT Enabling)	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0
Ward 4	5142171310	10774	Barton - Parkdale to Talbot	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000	\$400,000
Ward 12	5142171328	11023	Southcote - Garner to Highway 403 Bridge	\$1,100,000	\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100,000	\$550,000
Ward 13	5142271335	11339	Glenmorris / Underhill / Steeple Hollow / Wilmar (York Heights / Hunter NBHD)	\$0	\$0	\$0	\$0	\$0	\$0	\$900,000	\$900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$900,000	\$900,000
City-Wide	5142380072		Watermain Structural Relining	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
City-Wide	5142380080		Valve Replacement Program	\$2,500,000	\$2,500,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Ward 1	5142371315	11706	Jones - Dundurn to West End	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$200,000
Ward 1	5142471304	11791	Ferguson/Foster/Walnut/Patrick/Charlton/James	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$800,000	\$5,100,000	\$5,100,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$0	\$8,900,000	\$8,900,000
Ward 2	5142471307	11428	Duke - Hess to west end & Robinson - Queen to west end	\$0	\$0	\$630,000	\$630,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$630,000	\$630,000
Ward 11	5142480485	11816	Glancaister Rd Watermain - Rymal Rd to Twenty Rd	\$300,000	\$0	\$0	\$0	\$3,614,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,614,000	\$0
Ward 1	5142498580	10379	Locke St Trunk Watermain - Main to York (W-19)	\$200,000	\$0	\$5,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,600,000	\$0
Ward 13	5142500072	11490	WM Structural Lining - Dundas Valley Watermain	\$150,000	\$150,000	\$2,100,000	\$2,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250,000	\$2,250,000
Ward 5	5142560581	11748	Large Valve/Chamber Abandonment (SED4V001): 100 m w/o Centennial PKY	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$500,000
Ward 2	5142561301	11754	Robinson - Queen to Park	\$100,000	\$100,000	\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600,000	\$1,600,000
Ward 7	5142561307	11278	Dallas - Upper Gage to West End	\$100,000	\$100,000	\$1,430,000	\$1,430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,530,000	\$1,530,000
Ward 3	5142561309	11281	Myler - Sanford to Milton/Milton - Barton to Princess	\$1,100,000	\$1,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100,000	\$1,100,000
Ward 5	5142563502	11755	Bontia - King to Jasper	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Ward 4	5142571102	11784	Beach - Ottawa to Kenilworth, Defasco - Beach to Kenilworth, & Dundurn - Aberdeen to Hill	\$200,000	\$200,000	\$300,000	\$300,000	\$0	\$0	\$10,000,000	\$10,000,000	\$8,000,000	\$8,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,300,000	\$18,300,000
Multi-Ward	5142571103	11347	Rymal - Upper Sherman to Upper Gage	\$100,000	\$100,000	\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600,000	\$1,600,000
Multi-Ward	5142571108	10650	Rymal - Glancaister to Upper Paradise	\$35,000	\$35,000	\$0	\$0	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$535,000	\$535,000
Ward 7	5142571288	9972	Upper Wellington - Stone Church to Limeridge	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$750,000	\$750,000
Ward 8	5142571305	10332	Upper James - Mohawk to Fennell	\$150,000	\$150,000	\$0	\$0	\$3,070,000	\$3,070,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,220,000	\$3,220,000
Ward 14	5142571308	11270	Scenic - Chateau to Goulding (Phase 2) & Goulding to Upper Paradise (Phase 3)	\$1,850,000	\$1,850,000	\$1,250,000	\$1,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,100,000	\$3,100,000
Ward 1	5142571312	11294	Arvin - Dundurn to St. Catharines & Dundurn - Aberdeen to Hill	\$500,000	\$500,000	\$0	\$0	\$5,000,000	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,500,000	\$5,500,000
Ward 3	5142571322	11613	Bright (Phase 2) - Princess to Burlington	\$50,000	\$50,000	\$680,000	\$680,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$730,000	\$730,000
Ward 11	5142580520	20010	Birbrook - Trinity Church to Fletcher (Birbrook/Glanbrook Recreation Centre Service	\$200,000	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200,000	\$0
Ward 1	5142660311	11600	George - Queen to Ray	\$0	\$0	\$100,000	\$100,000	\$430,000	\$430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$530,000	\$530,000
Ward 10	5142661302	20005	Church - Teal to Green	\$0	\$0	\$150,000	\$150,000	\$1,250,000	\$1,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400,000	\$1,400,000
Ward 1	5142661306	11352	Amelia - Queen to West End	\$0	\$0	\$70,000	\$70,000	\$490,000	\$490,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$560,000	\$560,000
Ward 4	5142661310		Woodward Treatment Plant to Main St E	\$0	\$0	\$500,000	\$500,000	\$0	\$0	\$8,500,000	\$8,500,000	\$8,500,000	\$8,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,500,000	\$17,500,000
Ward 1	5142681315	20000	Charlton & Chatham - Dundurn to Locke	\$0	\$0	\$150,000	\$150,000	\$1,300,000	\$1,300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,450,000	\$1,450,000
Ward 2	5142681610	10622	Watermain Replacement under Rail Tracks at Ferguson	\$0	\$0	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Ward 6	5142671104	11348	Rymal - Upper Gage to Upper Ottawa	\$0	\$0	\$75,000	\$75,000	\$950,000	\$950,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,025,000	\$1,025,000
Ward 6	5142671106	11349	Rymal - Upper Ottawa to Darnall	\$0	\$0	\$150,000	\$150,000	\$0	\$0	\$1,200,000	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,350,000	\$1,350,000
Ward 13	5142671304	11406	Hett & Bond - King to Market (Phase 1)	\$0	\$0	\$70,000	\$70,000	\$900,000	\$900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$970,000	\$970,000
Ward 1	5142671314	11469	Westdale North Neighbourhood Phase 1	\$0	\$0	\$175,000	\$175,000	\$2,500,000	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,675,000	\$2,675,000
Ward 1	5142671312	11345	Upper Wellington to Upper Wellington	\$0	\$0	\$280,000	\$280,000	\$4,000,000	\$4,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,280,000	\$4,280,000
Ward 10	5142680253	11731	Arvin Ave - McNally to Lewis	\$0	\$0	\$100,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100,000	\$0
Ward 12	5142680480	10971	Garner Road - Highway 6 to Upper Glancaister (AEGD)	\$0	\$0	\$100,000	\$0	\$100,000	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400,000	\$0
Ward 4	5142761301	10728	Edgemont - Main to King	\$0	\$0	\$0	\$0	\$120,000	\$120,000	\$800,000	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$920,000	\$920,000
Ward 1	5142761302	20004	Stroud - Main to Baxter	\$0	\$0	\$0	\$0	\$200,000	\$200,000	\$1,400,000	\$1,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600,000	\$1,600,000
Ward 3	5142761303	11752	Edward - Barnesdale to Lotbridge	\$0	\$0	\$100,000	\$100,000	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000	\$600,000
Ward 2	5142761304	11753	Marland - Aberdeen to	\$0	\$0	\$50,000	\$50,000	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000	\$550,000
Ward 12	5142761305	20008	Woodview - Falling Brook to Brookview	\$0	\$0	\$0	\$0	\$200,000	\$200,000	\$1,400,000	\$1,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600,000	\$1,600,000
Multi-Ward	5142771027	11727	Lawrence - Gage to Kenilworth	\$0	\$0	\$0	\$0	\$150,000	\$150,000	\$0	\$0	\$1,550,000	\$1,550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700,000	\$1,700,000
Ward 1	5142771115	11470	Westdale North Neighbourhood Phase 2	\$0	\$0	\$0	\$0	\$140,000	\$140,000	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,140,000	\$2,140,000
Multi-Ward	5142771302	11750	Bold - Queen to Locke	\$0	\$0	\$0	\$0	\$100,000	\$100,000	\$700,000	\$700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$800,000
Ward 3	5142771322	10775	Barton - Sherman to Ottawa	\$0	\$0	\$0	\$0	\$700,000	\$700,000	\$10,000,000	\$10,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,700,000	\$10,700,000
Ward 9	5142771323	10770	Fennell - Upper James to Upper Wellington	\$0	\$0	\$0	\$0	\$30,000	\$30,000	\$750,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$780,000	\$780,000
Multi-Ward	5142771326	10405	Ossler - Grant to West Park	\$0	\$0	\$0	\$0	\$90,000	\$90,000	\$0	\$0	\$970,000	\$970,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,060,000	\$1,060,000
Ward 9	5142771327	11366	Upper Centennial - Rymal to Mud	\$0	\$0	\$0	\$0	\$200,000	\$200,00																





City of Hamilton Report for Information

To:	Chair and Members Public Works Committee
Date:	May 20, 2025
Report No:	PW22079(j)
Subject/Title:	Accessible Transportation Services Performance
Ward(s) Affected:	City Wide

Recommendations

- 1) That Report PW22079(j) **BE RECEIVED** for information.

Key Facts

- Accessible Transportation Services (ATS) is required to report annually to the Accessibility Committee for Persons with Disabilities (ACPD) on key performance indicators, as mandated by a past Human Rights Tribunal of Ontario decision. In 2022, Council directed that these reports be provided quarterly.
- Accessible Transportation Services is responsible for client approval and program/contract management. The service is delivered by a contractor (DARTS) and their subcontractors. DARTS is responsible for daily operations, including call centre operations, trip booking, vehicle safety, on road service delivery and management of their subcontractors.
- The latest report was presented to the Accessibility Committee for Persons with Disabilities at Meeting 25-005 on May 13, 2025. The full report is available in Appendix "A" attached to Report PW22079(j).
- Appendix "B" attached to Report PW22079(j) summarizes contractor vehicle inspection results for 2024.

Financial Considerations

Not applicable.

Background

In 1998, an Ontario Human Rights Code complaint was filed, and the subsequent settlement established, in part, that the City of Hamilton report on service-specific requirements: notably, a trip denial rate goal of 5%, an on-time performance goal of 95% or greater for DARTS trips, and an annual report to the Accessibility Committee for Persons with Disabilities (ACPD) on trip requests, trip denials, passenger refusals of trips, cancellations, no shows, missed trips, trips provided, complaints and on-time performance.

Public Works Committee, at its meeting of April 22, 2022, approved the following: “That staff be directed to report back to the Public Works Committee and the Advisory Committee for Persons with Disabilities on a quarterly basis respecting Accessible Transportation Services (ATS)” (PW Report 22-006, Item 3(d) (PW21055(a))). Subsequently, Accessible Transportation Services and the Accessibility Committee for Persons with Disabilities reviewed moving to yearly reporting (PW25009) and Public Works Committee received the related recommendation report (PW25024).

The history of Accessible Transportation Services quarterly performance reporting was outlined in PW22079(i). Q4 2024 indicators were presented to the Accessibility Committee for Persons with Disabilities Transportation Working Group on April 22, 2024 (ACPD Meeting 25-005, Items 7.10(c) and 7.10(e)). The annual 2024 performance report was provided to the Accessibility Committee for Persons with Disabilities on May 13, 2025 (ACPD Meeting 25-005, Item 7.5). At the request of the working group, the annual report includes data going to 2019, to compare recent trends against trends prior to the COVID-19 pandemic.

Analysis

The following analysis provides a high-level summary of key facts and trends, found in Appendix “A” attached to Report PW22079(j).

Trips Delivered

- Accessible Transportation Services delivered 573,349 system trips through both the shared ride service on DARTS and the Taxi Scrip Program in 2024.
- Trip counts on DARTS have been increasing steadily since the COVID-19 pandemic, but in 2024 were still 32% lower than in 2019.
- 2024 DARTS trip counts were overbudget by about 2.4% but delivered at a cost per trip that was 4.9% below budget.
- DARTS maintained a denial rate of 2.1% overall for 2024, well below the 5% goal set by the Ontario Human Rights Commission settlement.
- The percentage of system trips taken by Taxi Scrip has decreased by about 4% since 2019.

Applications for Service

- Applications have not returned to pre-pandemic levels and in 2024 were about 36% lower than in 2019.
- Applicants are rarely denied eligibility, and this is unchanged from 2019-2024.
- The number of applications that staff were unable to process appears to have increased since 2022, when an updated application was released. Please note, some of the “unable to process” applications from past years may now have a “deceased” or “closed” status in the system.
- A revised application is planned in 2025, with improvements to guide applicants to properly complete the sections requiring informed consent, which are the sections that are typically incorrectly completed.
- Application trends closely align with overall system trip counts.

On-Time Performance

DARTS 2024 overall on-time performance approached 99%, which exceeds the Ontario Human Rights Commission target of 95% and approaches the industry best practice.

Call Centre Performance

The DARTS call centre service level (the rate of calls answered within five minutes) has increased about 14% since 2023 and average customer wait time has decreased by about two minutes.

Complaints:

Total complaints received per 1,000 trips on the shared ride service (DARTS) increased from 1.8 per 1,000 trips in 2019 to a high of 7.7 in 2023. In 2024 they fell back to 3.3. This is close to the 2016 industry average of 2.1 but still above the best practice of 1 complaint per 1,000 trips.

Commendations

Commendation rates also increased from 2019 to 2023 and fell back down to 0.5 in 2024. This is better than the 2016 industry average of 0.36 but still below the best practice of 1 commendation per 1,000 trips.

General Comments

Service efficiency continues to steadily improve; however, we still see trips denied and late trips as the contractor continues to experience the industry-wide problem of vehicles out of service and awaiting parts for repair. Staff are also committed to supporting the contractor to further improve denial rates, by targeting the beginning of Q3 2025 to implement and enforce a revised late cancellation and trip no-show policy. Late cancellations and no-shows reduce the opportunity to reassign unused trips to accommodate outstanding customer requests.

Additional Metrics Related to the Contractor Performance

Vehicle Inspections

Accessible Transportation Services continues oversight to keep contracted vehicles safe and reliable (see also Report PW24005). Appendix “B” attached to Report PW22079(j) summarizes contractor annual vehicle inspection results from 2022 to Q1 2025; these include results from both third-party mechanical inspections and on-site vehicle records inspections by City staff year to date March 2025.

- The number of vehicles failing their first inspection dropped from 10% at the end of 2022 to just 2% in Q1 of 2025.
 - All vehicles that failed their first inspection subsequently passed a second inspection.
- Contractor vehicle maintenance records briefly improved and even reached 100% compliance in the last half of 2024 (see Report PW22079(i)). However, Q1 of 2025 saw 4 instances of records non-compliance out of 12 reviews. Accessible Transportation Services continues to send detailed reports of records review outcomes to the contractor for their internal review.

Contractor Compliance

Accessible Transportation Services continues to address contractor non-conformance when necessary. In addition to thirteen performance related letters being sent in 2024, four such letters have been sent to date in 2025, respecting serious matters where contract terms have not been met by the Contractor.

The above aspects of contractor performance will continue to be reported at least annually for the information of the Public Works Committee.

Relationship to Council Strategic Priorities

Accessible Transportation Services provides the above information in support of the following Council Strategic Priorities:

2. Safe & Thriving Neighbourhoods
 - 2.2. Make sure people can safely and efficiently move around by foot, bike, transit, or car; and
3. Responsiveness & Transparency
 - 3.1. Prioritize customer service and proactive communication.

Continued attention to the above indicators not only supports oversight of contractor performance but also informs both continuous quality improvement and long-term planning for a safe, accessible, and sustainable service.

Previous Reports Submitted

- [ACPD Meeting 25-005, Item 7.5](#)
- [ACPD Meeting 25-005, Item 7.10\(c\)](#)

- [ACPD Meeting 25-005, Item 7.10\(e\)](#)
- [PW25024 Accessible Transportation Services Performance Report Frequency](#)
- [PW25009 MEMO Accessible Transportation Services Performance Reporting](#)
- [PW22079\(i\) Accessible Transportation Services Performance Report Q3 2024](#)
- [PW24005 Darts Vehicle Safety Audit AUD22007\(a\) Update to Management Response January 18, 2024](#)
- [PW Report 22-006, Item 3\(d\), \(PW21055\(a\)\)](#)
- [PW21055\(a\) Accessible Transportation Services Eligibility Audit Management Response April 22, 2022](#)

Consultation

Marco Mostacci, Senior Project Manager Accessible Transportation Services, Public Works

Owen Quinn, Project Manager Transit Customer Loyalty, Public Works

Mike Perez, Project Manager Contracts and Vendor Performance, Public Works

Contractor (DARTS) staff provided 2024 key performance indicator data for the shared ride service as follows: call centre data, trip counts, on time performance, cancellations, denials, service kilometres, and services hours.

Appendices and Schedules Attached

Appendix A: Accessible Transportation Services Performance Review 2019 – 2024

Appendix B: Contractor Vehicle Inspection Results 2024 – Year to Date 2025

Prepared by: Michelle Martin, Manager
Public Works, Transit/Accessible Transportation Services

Submitted and recommended by: Maureen Cosyn Heath, Director of Transit
Public Works, Transit

City of Hamilton

Accessible Transportation Services 2024 Cumulative
Performance Review

Michelle Martin
Manager, Accessible Transportation Services
Transit Division
Public Works Department
May 13, 2025

This information report provides a summary of key statistical data and performance indicators for the year 2024, compared with the previous five years and with 2019 (before the COVID-19 pandemic). The City is obligated to provide statistical reports to the Accessibility Committee for Persons with Disabilities to meet the terms of the City's 2004 settlement with the Ontario Human Rights Commission and complainants under the Code.

The report reflects the performance of specialized transportation services offered by HSR Accessible Transportation Services (ATS) through its contractor for services, Disabled and Aged Regional Transportation System (DARTS) and their subcontractors, and through the Taxi Scrip program. The data was obtained from DARTS performance report records and Taxi Scrip program data.

Trips Requested and Trips Provided

See Figure 1, Table 1, and Table 2, below.

2024 system trips have not bounced back and remain lower than 2019 counts: system requested trips are 29% lower, and system delivered trips are 36% lower.

2024 trips delivered by Taxi Scrip are 67% lower than in 2019. The percentage of system trips taken by Taxi Scrip has decreased from 8.1% in 2019 to 3.8% in 2024.

2024 trips delivered on the shared-ride service (DARTS) are 32% lower than in 2019.

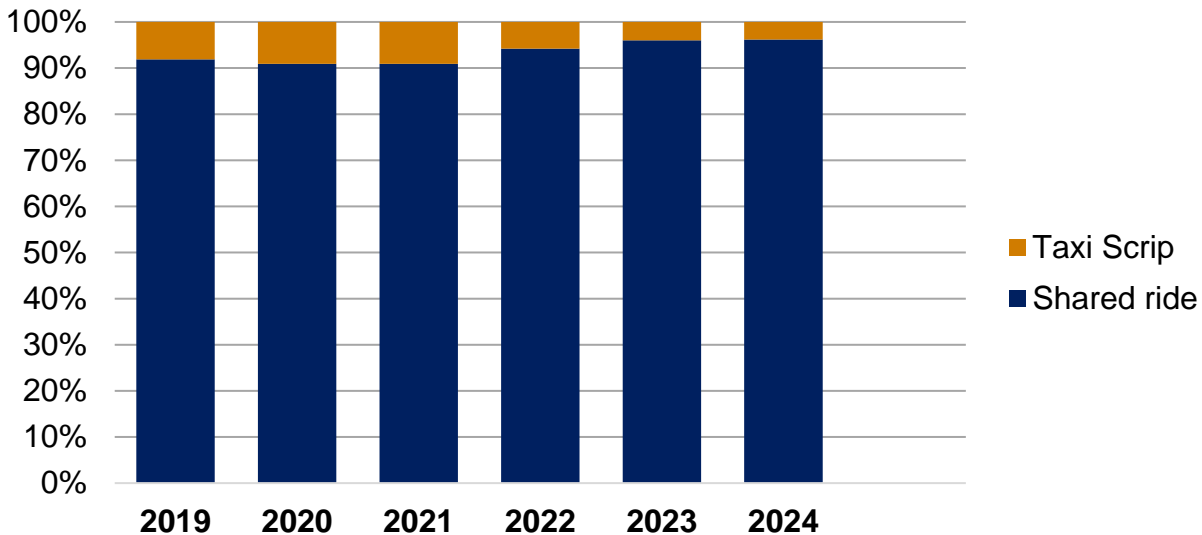


Figure 1: System Demand by Mode: Shared Ride versus Taxi Scrip

Alternative text description for Figure 1 (above): Figure 1 graphs the proportion of system demand by mode, for the shared ride service (DARTS) and for Taxi Scrip. The bars for each year from 2019 to 2024 show that most trips are requested on the shared ride service (dark blue bottom portion of each bar), and relatively fewer are requested

Taxi Scrip (the gold top portion of each bar). The proportion requested by Taxi Scrip has decreased by more than half since 2019 (See also Table 1 and Table 2, below).

Table 1: System Requested and Delivered Passenger Trips 2019-2024

Demand	2019	2020	2021	2022	2023	2024
Shared Ride (DARTS): Trips Requested	1,092,651	439,530	354,264	632,288	785,253	815,542
Shared Ride (DARTS): Trips Delivered	844,007	327,102	281,326	454,617	531,212	573,349
Taxi Scrip: Trips Delivered	96,076	43,991	35,679	38,899	32,986	32,053
ATS: Trips Requested, All Modes	1,188,727	483,521	389,943	671,187	818,239	847,595
ATS: Trips Delivered, All Modes	940,083	371,093	317,005	493,516	564,198	605,402
ATS % Trips Delivered vs Requested, All Modes	79%	77%	81%	74%	69%	71%

Table 2: System Demand by Mode: Shared Ride versus Taxi Scrip

Demand by Mode	2019	2020	2021	2022	2023	2024
Shared Ride (DARTS)	91.9%	90.9%	90.9%	94.2%	96%	96.2%
Taxi Scrip	8.1%	9.1%	9.1%	5.8%	4.0%	3.8%

Trips Denied, Trips Refused, and Trips Cancelled

See Figure 2, Table 3, Table 4, and Table 5, below.

System-wide, the rate of denied trips has increased from 1.1% in 2019 to 2.1% in 2024. This system-wide rate assumes that any trip requested through the Taxi Scrip program is delivered. The rate of denied trips on the shared-ride service alone (DARTS) has increased from 1.2% in 2019 to 2.1% in 2024.

The 2004 Ontario Human Rights Commission decision requires a denial rate of no more than 5% of requested trips. The industry best practice for denials is 0% (Canadian Urban Transit Association Specialized Transit Services Industry Practices Review, 2016).

Passenger on-time cancellations have increased by 2.2% since 2019. Passenger late cancellations have increased to 11.9% of requested trips. The rate of passenger no-shows is largely unchanged, hovering between 3.4% and 3.5% of all trips requested.

Late cancellations and no-shows reduce the opportunity to re-assign unused trips to passengers whose trip requests were not met.

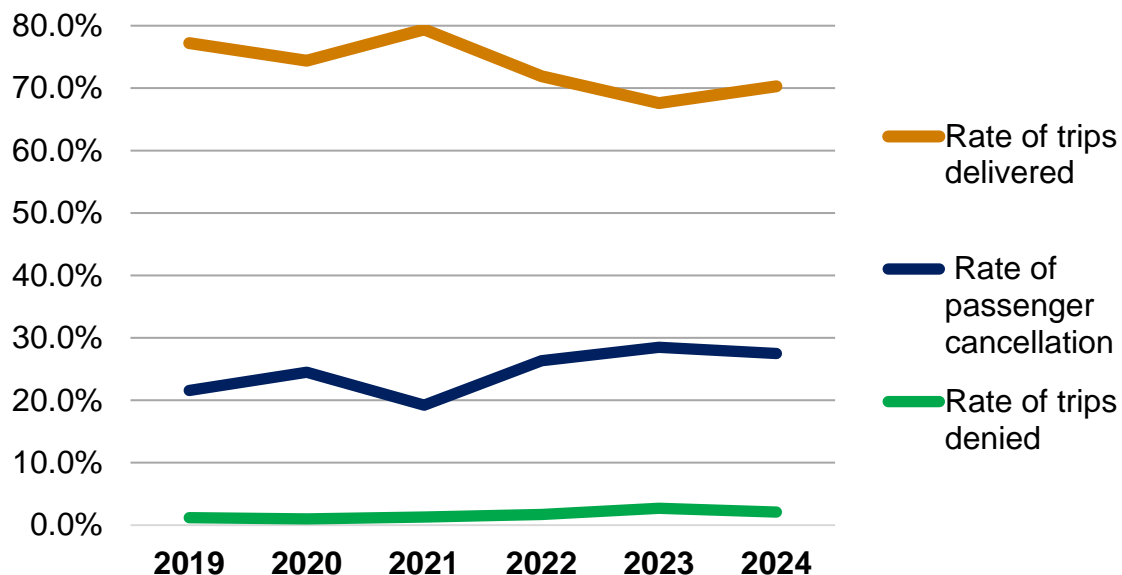


Figure 2: Shared Ride (DARTS) Trips Denied, Cancelled, and Delivered

Alternative text description for Figure 2 (above): The gold line at the top of the graph in Figure 2 shows that the rate of requested trips that are delivered has dropped from 79% in 2019 to 71% in 2024. Though the rate of denied trips is still well below 5% (the green line at the bottom of the graph), it has almost doubled from 1.2% in 2019 to 2.1% in 2024. The rate of all passenger cancellations has also increased, from about 22% in 2019 to 28% in 2024, as shown by the dark blue line in the middle of the graph (see also Tables 3, 4 and 5, below).

Table 3: Rate of Denied Trips: ATS All Modes (Shared Ride and Taxi Scrip)

Rate of Denied Trips: ATS	2019	2020	2021	2022	2023	2024
Requested	1,188,727	483,521	389,943	671,187	818,239	847,595
Denied	12,817	4,370	4,442	10,628	21,220	17,583
% Denied	1.1%	0.9%	1.1%	1.6%	2.6%	2.1%

Table 4: Shared Ride (DARTS) Trips Requested, Provided and Denied

Contractor Trips	2019	2020	2021	2022	2023	2024
Requested	1,092,651	439,530	354,264	632,288	785,253	815,542
Provided	844,007	327,102	281,326	454,617	531,212	573,349
Denied	12,817	4,370	4,442	10,628	21,220	17,583
% Denied	1.2%	1.0%	1.3%	1.7%	2.7%	2.1%

Table 5: Client Shared Ride (DARTS) Trip Cancellations and Refusals

Client Trip Disposition	2019	2020	2021	2022	2023	2024
Trips Cancelled on Time	109,486	39,581	20,469	72,613	109,654	99,168
% Cancelled on Time	10.0%	9.0%	5.8%	11.5%	14.0%	12.2%
Trips Cancelled Late	88,752	53,011	35,112	71,555	96,055	97,108
% Cancelled Late	8.1%	12.1%	9.9%	11.3%	12.2%	11.9%
No Show/Cancelled at Door	37,420	15,105	12,505	22,313	26,618	27,969
% No Show/Cancelled at Door	3.4%	3.4%	3.5%	3.5%	3.4%	3.4%
Trips Refused	169	361	410	562	494	365
% Trips Refused	0.0%	0.1%	0.1%	0.1%	0.1%	0.04%

Accessible Transportation Services Applications

See Table 6 and Figure 3, below.

Application numbers have not returned to 2019 levels, when the count was 3,752. Applications dropped by about 50% in 2020 and 2021. By 2024, applications are still about 36% lower than in 2019, with a final count of 2,402.

There has been an increase in the number of applications that staff are unable to process, since 2022. The updated application released in 2022 includes improved notices of personal information collection and improved collections of consent from applicants.

The applications that staff are unable to process are mostly lacking proper consent signatures. In 2025, a revised application will include clearer direction for applicants and substitute decision makers to assist them to complete the application correctly.

It is important to note that the application report used is a “point in time” report, so there is always a count of deceased or otherwise closed files included in the overall count.

Applicants are rarely denied eligibility: less than one half of one percent in any year since 2019. The 2024 Q4 quarterly report presented to Transportation Working Group in April 2025 includes counts of eligibility determined at time of processing: 74.3% unconditionally eligible, 0.2% conditionally eligible, 12.4% temporarily eligible, 6.7% visitor (see Accessibility Committee for Persons with Disabilities Meeting 25-005 Transportation Working Group Update).

The drop in the number of applications is very closely connected to the drop in the number of trips requested: 2024 applications are 36% lower than in 2019, and in 2024 trips are 35% fewer trips were taken using both the shared ride service and Taxi Scrip.

Table 6: Number of ATS Applications Received and Approved, 2019 – 2024 (status as of March 17, 2025)

Applications	2019	2020	2021	2022	2023	2024
Applications received	3,752	1,896	1,982	2,424	2,565	2,402
Deceased/ closed	634	248	205	191	135	57
Unable to process	29	22	13	85	83	98
Denied	4	2	5	1	3	1
Approved for service	3,090	1,624	1,759	2,147	2,344	2,246
Percentage approved	82.4%	85.7%	88.7%	88.6%	91.4%	93.5%
Percentage denied	0.1%	0.1%	0.3%	0.04%	0.1%	0.04%

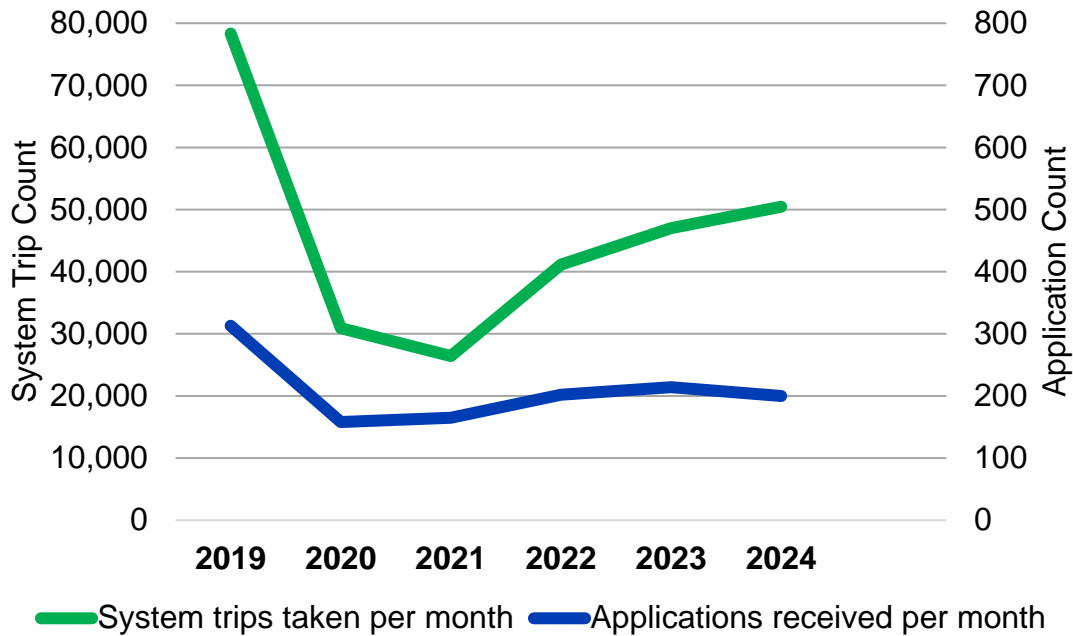


Figure 3: Demand: Shared Ride Trips Taken vs Applications Received

Alternative text description for Figure 3 (above): Figure 3 shows how the monthly average of trips taken from 2019 to 2024 resembles the trend of applications received monthly. The blue line shows application trends, and the green line above it follows a similar trend for trips taken (see also Table 6, above).

Contractor (DARTS) Call Centre Trends

See Table 7 and Figure 4, below.

2024 contractor call centre performance shows some improvement since 2023 (Accessible Transportation Services does not have earlier reports).

DARTS handled slightly fewer calls than in 2023, but the overall service level (the rate of calls answered within 5 minutes) has gone up about 14%.

The rate of calls abandoned by customers has gone down about 7%. The average customer wait time has decreased by 2 minutes.

Table 7: Contractor (DARTS) Call Centre Queue Productivity

Queue Productivity	2023	2024
Inbound Calls	439,544	426,596
Calls Handled by Agents	325,301	349,065
Calls Abandoned by Clients	114,243	77,531
Transfer Rate	74.01%	81.83%
Abandoned Rate	25.99%	18.17%
Abandoned > 30 s	96,436	62,219
Abandoned > 30 s Rate	21.94%	14.48%
Service Level	54.09%	68.15%
Average Wait Time	00:06:29	00:04:21
Average Abandoned Wait Time	00:03:46	00:02:59

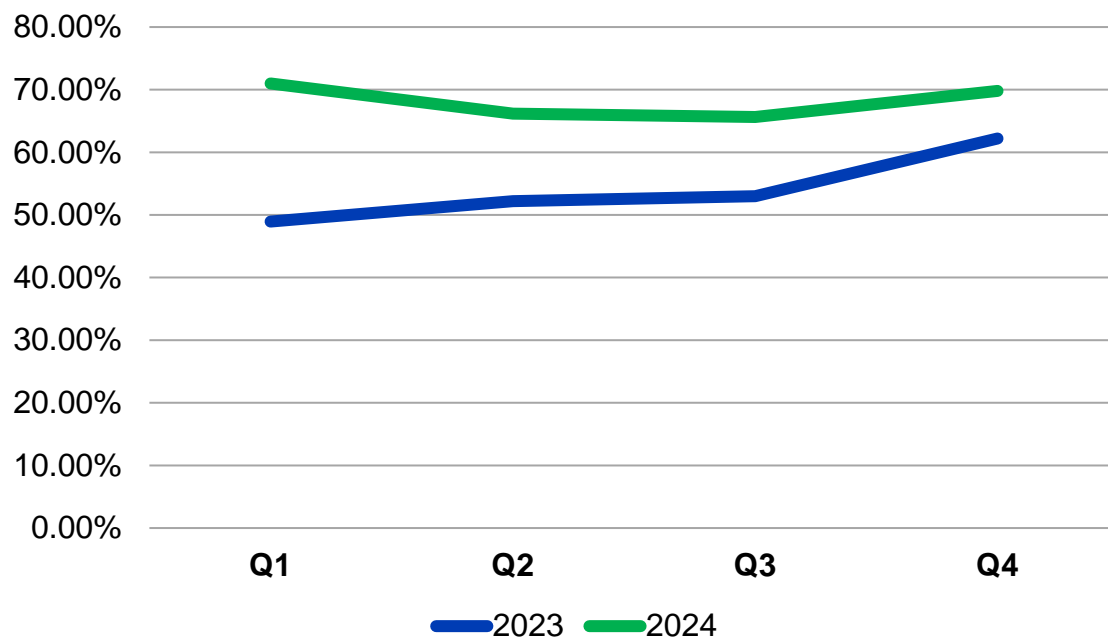


Figure 4: Contractor (DARTS) Calls Answered within Five Minutes

Alternative text description for Figure 4 (above): Figure 4 shows call centre service level trends across 2023 (shown by the lower blue line) and the improvement in trends across 2024 (shown by higher green line). While there was a slight drop in the middle of 2024, end-of-year service levels were back up to almost 70% (see also Accessibility Committee for Persons with Disabilities Meeting 25-005 Transportation Working Group Update).

Contractor On-Time Performance

See Table 8, below.

On time performance was close to 99% from 2019 to 2022, dropping to 97.8% in 2023. In 2024, on time performance rose back to 98.6%, close to earlier levels.

The 2004 Ontario Human Rights Commission decision established an on-time performance goal of at least 95%. The 2004 decision defines late trips as those where the contractor or subcontractor Operator does not arrive until 30 minutes or more after the scheduled arrival time, or 15 minutes or more past the end of the pickup window.

The industry standard for on time performance is 95%-99% for large systems (agencies that serve a population higher than 150,000) (Canadian Urban Transit Association Specialized Transit Services Industry Practices Review, 2016).

Trips where the pickup is past the end of the pickup window by less than 15 minutes are tracked in complaints data.

DARTS continues to report vehicles out of service awaiting parts for repair, due in part to supply chain issues, which affects on-time performance.

Table 8: Contractor (DARTS) On-Time Performance

Service Metrics	2019	2020	2021	2022	2023	2024
Total Trips Provided	844,007	327,102	281,326	454,617	531,212	573,349
Total Number of Late Trips	9,675	2,530	2,514	4,587	11,643	7,987
% of Trips Completed on Time	98.9%	99.3%	99.1%	99.0%	97.8%	98.6%

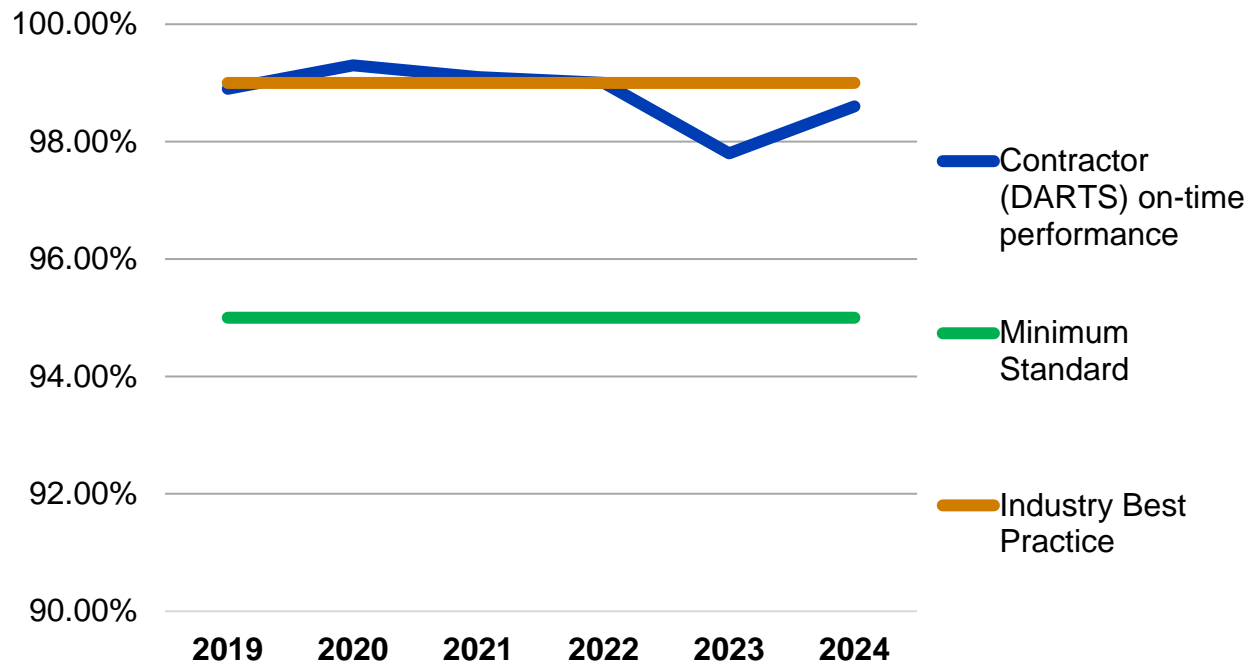


Figure 5: Contractor (DARTS) On-time Performance

Alternative text description for Figure 5 (above): Figure 5 compares contractor on-time performance trends from 2019-2024 (the blue line) to the minimum standard of 95% (shown by the green line) and the industry best practice of 99% (shown by the gold line). The graph shows that, while on time performance dipped below 98% in 2023, it has recovered to be closer to the industry best practice, However, it has not yet recovered to earlier years, when it met or exceeded 99%.

Complaints

See Table 9, and Table 10, below. Please note, there are still approximately two weeks of complaints data missing from February 2024.

The overall complaints rate was at its worst in 2023, at 7.3 complaints per 1,000 trips for the whole system, and 7.7 complaints per 1,000 trips on the shared ride service alone (DARTS).

The complaints rate for 2024 has improved a great deal at 3.1 for the system and 3.3 for DARTS trips. However, it has not yet decreased to the 2019 level of 1.6.

The industry best practice is 1.0 complaints per 1,000 trips. The 2016 average for large systems is 2.1 complaints per 1,000 trips. (Canadian Urban Transit Association Specialized Transit Services Industry Practices Review, 2016).

Table 10 shows total complaint counts, according to three general categories.

The service performance category includes complaints where the service as performed did not meet expectations, such as late pickups or scheduled on board time. Most complaints from 2019 to 2024 are in this category.

The staff performance category includes complaints where staff conduct did not meet expectations. In all years from 2019 to 2024, this is the second most frequent type of complaint.

The service sufficiency category captures complaints where the service was not enough to meet customer needs, such as complaints about waiting lists or being unable to book a desired trip time. This category also includes complaints about the Taxi Scrip service. From 2019 to 2024, this is consistently the least frequent type of complaint.

Staff completed a comprehensive review of 2024 complaints which are currently being tracked manually and have made some slight adjustments downward to the quarterly counts already provided, removing sixteen complaints from the 2024 count (see also Accessibility Committee for Persons with Disabilities Meeting 25-005 Transportation Working Group Update).

The counts below include both validated and invalidated complaints, as a measure of overall customer satisfaction.

Table 9: Total Complaints per Thousand Trips

Year	Complaints per Thousand ATS Trips, All Modes	ATS and Contractor Complaints per Thousand DARTS Trips
2019	1.6	1.8
2020	1.8	2.0
2021	2.6	2.9
2022	4.2	4.5
2023	7.3	7.7
2024**	3.1	3.3

Table 10: Total Complaints Received by Complaint Type: ATS and DARTS

Complaint Type	2019	2020	2021	2022	2023	2024**
Service Performance	931	369	490	1,458	3,166	1,392
Staff Performance	569	269	290	467	507	405
Service Sufficiency	20	31	35	147	446	93
TOTAL	1520	669	815	2,072	4,119	1,890

Commendations

See Table 11, below. There are still approximately two weeks of data from February 2024 that are still missing from 2024 totals.

The industry best practice is 1 commendation per 1,000 trips, and the 2016 average for large systems is 0.36 commendations per 1,000 trips (Canadian Urban Transit Association Specialized Transit Services Industry Practices Review, 2016).

At 0.5 commendations per 1,000 trips both system wide and on the shared ride service alone, commendation rates are higher than 2019 and above the industry average, but lower than the commendation rate for 2020 to 2023.

Table 11: Commendations per Thousand Trips

Year	Commendations per Thousand ATS Trips, All Modes	ATS and DARTS Commendations per Thousand DARTS Trips
2019	0.3	0.4
2020	0.7	0.8
2021	0.9	1.0
2022	0.9	1.0
2023	1.0	1.1
2024**	0.5	0.5

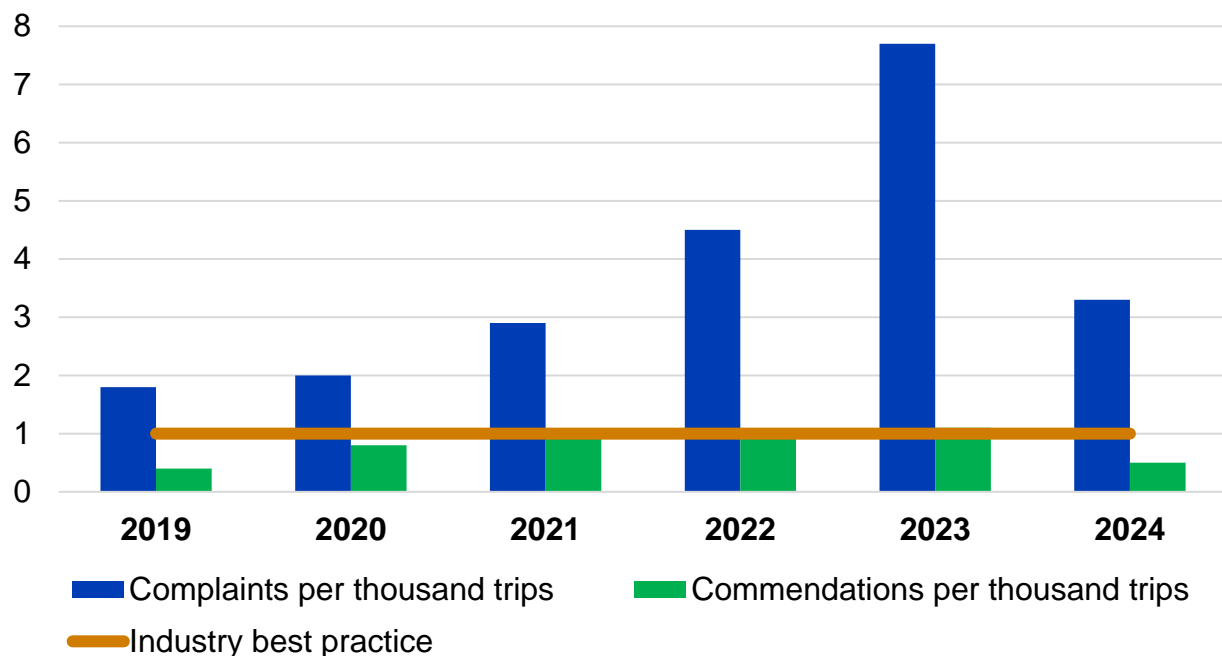


Figure 6: Complaints and Commendations per Thousand DARTS Trips

Alternative text description for Figure 6 (above): Figure 6 shows both complaints and commendations per 1,000 DARTS trips. The blue vertical bars show that complaints increased from 2019 to 2023, began to improve in 2024, but have not yet reached the industry best practice (the gold line on the graph). Commendations (the vertical green bars) increased up to 2023, reaching the industry best practice (the gold line). However, the commendation rate in 2024 was 0.5, slightly less than half the 2023

rate and below the industry best practice, but above the industry average (see also Tables 9 and 11, above).

Validated Complaints for Contractor and Subcontractors

See Table 12, below. There are still approximately two weeks of data from February 2024 that are still missing from 2024 totals.

DARTS and subcontractor complaints are processed to DARTS for investigation. Where these complaints are deemed unfounded by DARTS, and if ATS concurs with this outcome, these complaints are not included in the count of validated complaints.

Complaints that have been processed to DARTS for which ATS has not received an investigation outcome at time of report are also counted as valid.

Complaints against DARTS also include DARTS reservations, dispatch, scheduling, and on-street service. Complaints against subcontractors include on-street service only.

Appendix 1 on page 13 of this report breaks down the count of validated complaints into subcategories.

Table 12: Validated Complaints per Thousand Trips for DARTS and DARTS Subcontractors

Provider	2019	2020	2021	2022	2023	2024**
DARTS	2.7	2.0	2.7	6.2	14.7	5.5
VETS	0.9	0.8	0.7	1.0	0.9	0.9
Hamilton Rising	1.0	0.9	1.2	1.4	1.2	0.7
City Marvel	1.1	1.3	2.4	2.5	1.8	N/A
Hamilton Cab	1.2	8.4	6.2	6.7	3.4	2.5
TOTAL	1.6	1.6	2.3	3.7	6.9	2.8

Total Trip Counts, Service Kilometres, and Service Hours for DARTS and Subcontractors

Table 13 (below) provides service hours and kilometres for DARTS and its subcontractors, as requested by the Accessibility Committee for Persons with Disabilities.

The data provides an annual summary from 2019 to 2024. This same data is broken down by subcontractor in the 2024 Q4 report (see Accessibility Committee for Persons with Disabilities Meeting 25-005 Transportation Working Group Update).

Table 13: Total Trip Counts, Service Kilometres, and Service Hours for DARTS and Subcontractors

Year	Trip Count	Service Hours	Service Km
2019	844,007	346,014	8,116,484
2020	327,102	151,543	3,787,181
2021	281,326	150,652	3,900,035
2022	454,617	242,285	5,570,664
2023	531,212	258,435	6,117,945
2024	573,349	271,263	6,207,982
TOTAL	3,011,613	1,420,192	33,700,291

Appendix 1 Customer Valid Complaints Logged 2024: Detail

Department	Count of Feedback Subtype
ATS Customer Service	18
Miscellaneous	7
Policies	6
Staff conduct	3
Taxi Scrip	2
DARTS Dispatch	110
Can't book same day	1
Error address/date	18
Injured passenger	1
Miscellaneous	5
No show	3
On hold/ can't connect	22
Pickup/ drop off outside window	3
Scheduled on board time	3
Staff conduct	36
Time change	6
Trip missed	11
Trip transfer	1

Appendix 1 Customer Valid Complaints Logged 2024: Detail (continued)

DARTS On street	216
Accidents	1
Damaged property	4
Driving habits	27
Error address/date	23
Fares	3
Injured passenger	10
Miscellaneous	2
No door to door	14
No show	13
Policies	2
Pickup/ drop off outside window	19
Scheduled on board time	4
Staff conduct	72
Trip missed	20
Vehicle condition	2
DARTS Reservations	147
Can't book required time	10
Error address/date	49
Miscellaneous	2
No show	3
On hold/ can't connect	49
Policies	1
Staff conduct	20
Trip missed	2
Waiting List	11
DARTS Scheduling	901
Can't book required time	3
Can't book same day	1
Error address/date	40
Fares	1
Miscellaneous	5
No show	3
Policies	1
Pickup/ drop off outside window	559
Scheduled on board time	135
Staff conduct	1
Subscriptions	18
Time change	1

Appendix 1 Customer Valid Complaints Logged 2024: Detail (continued)

DARTS Scheduling (continued)	
Trip missed	50
Trip notification	7
Waiting List	76
Hamilton Rising	129
Damaged property	1
Driving habits	26
Error address/date	7
Injured passenger	3
No door to door	13
No show	21
Policies	1
Pickup/ drop off outside window	5
Staff conduct	37
Trip missed	15
Hamilton Cab (taxi)	3
No show	2
Staff conduct	1
VETS	127
Accidents	1
Driving habits	23
Error address/date	5
Fares	5
Injured passenger	3
Miscellaneous	3
No door to door	11
No show	11
Policies	1
Pickup/ drop off outside window	8
Scheduled on board time	3
Staff conduct	37
Trip missed	15
Vehicle condition	1
Grand Total	1651

Appendix 2 Definition of Terms

Number of Total ATS Trips Requested, All Modes: the sum of DARTS Requested Trips [plus] Taxi Scrip Trips Delivered.

Taxi Scrip Trips Delivered: the total of all passengers reported by contracted brokers under the Taxi Scrip program.

Number of Total DARTS Trips Requested: the sum of Trips Delivered by DARTS, DARTS subcontractors, and meter taxi [plus] No Show Trips [plus] Cancelled Trips [plus] Trips Denied [plus] Trips Refused.

Trips Denied: a denied trip occurs when

- a casual trip request has been made as much as 7 days in advance up to 4:30 PM on the day prior to the required day of service, and a negotiated time cannot immediately be agreed to within one hour of the requested time or at a time otherwise suitable to the passenger, or cannot subsequently be agreed to using the waiting list;
- when a passenger requests a subscription trip which cannot immediately be fulfilled, this form of request is not recorded as a denial of service, however, each instance of a like casual trip request that cannot be accommodated as noted above is recorded as a trip denial;
- when the passenger agrees to assignment to the waiting list, a trip denial will still occur if no trip can be found, or if an offered trip is not deemed by the passenger as either suitable or required; or
- when a passenger requests a trip after 4:30 PM of the day prior to the required day of service, or on the required day of service, and the trip request cannot be accommodated, such request will not be recorded as a denial of service.

Cancelled Trips: a cancelled trip is one that is cancelled by the passenger, or on the passenger's behalf, once a subscription or casual booking has been made:

- an advance cancellation is one that is made by 4:30 p.m. of the day prior to service;
- a late cancellation is one that is made after 4:30 p.m. of the day prior to service, and prior to vehicle arrival within the pickup window and/or within thirty minutes after the negotiated pickup time;
- a program closure cancellation is one that is made for all passengers to a program with advance notification, including program shutdown periods and temporary program venue changes; and
- a service suspension cancellation is one that is made by ATS or DARTS due to weather or other emergency.

Appendix 2 Definition of Terms (continued)

No Show Trips: a no show occurs when a passenger books a trip, does not cancel ahead of time, and is not available at the time that the vehicle arrives within the pickup window and/or within thirty minutes after the negotiated pickup time. This includes any occurrence of trips cancelled at door, where the passenger refuses a trip at the door that is within the pickup window and/or within thirty minutes after the negotiated pickup time.

Number of Total DARTS Trips Delivered: the sum of all trips taken by passengers and their escorts and/or companions delivered by DARTS on DARTS, DARTS subcontractors, or metered taxi.

Late Trips: the sum of all trips that are more than 30 minutes late from that time negotiated with the passenger for the trip, as reported by drivers and as recorded by DARTS from driver manifests.

Complaints: those customer contacts under which a customer submits an objection to the planning or provision of service.

Commendations: those customer contacts under which a customer submits praise for the planning or provision of service.

Validated complaint: complaint determined to be substantiated based on investigation by the contractor and ATS review/ agreement.

Rate of Denied Trips: Denied Trips expressed as a percentage of Number of Total ATS Trips Requested, All Modes (both shared ride service and Taxi Scrip service).

Contractor Denied Trip: occurs when the client's request, made within the allowable booking windows, cannot be agreed to within one hour of the requested date and time of travel, or an acceptable alternative cannot be found.

Inbound calls: incoming calls entering call system queue.

Calls Handled by Agents: incoming calls transferred to an agent.

Calls Abandoned by Clients: calls for which the caller hung up.

Transfer Rate: rate of incoming calls transferred to an agent, as a percentage of calls queued.

Abandoned Rate: rate of calls abandoned, as a percentage of calls queued.

Minimum Wait Time: the shortest amount of time before call was transferred to an agent.

Maximum Wait Time: the longest amount of time before a call was transferred to an agent.

Service Level: calculated as $\frac{[\text{calls transferred within 5 minutes}]}{([\text{calls transferred}] + [\text{calls abandoned after 5 minutes}])} * 100$.

Appendix 2 Definition of Terms (continued)

Rate of Cancelled Trips: Cancelled Trips (by type) expressed as a percentage of Number of Total DARTS Trips Requested.

Client Trip Cancelled on Time: A trip cancelled on time has been cancelled by the client by 4:30 PM of the day prior to service. Trips that are cancelled on time provide the opportunity to accommodate any outstanding trip requests or wait list trips in a timely manner.

Client Trip Cancelled Late: A late cancellation is one that is made after 4:30 p.m. of the day prior to service, and prior to vehicle arrival within the pickup window and/or within thirty minutes after the negotiated pickup time. Late cancellations rarely provide an opportunity to accommodate any outstanding trip requests or wait list trips in a timely manner.

Client No-Show/ Cancelled at Door: A “no show” trip occurs when a client books a trip, does not cancel ahead of time, and is not available at the time that the vehicle arrives within the pickup window and/or within thirty minutes after the negotiated pickup time. This includes any occurrence of trips “cancelled at door”, where the client refuses a trip at the door that is within the pickup window and/ or within thirty minutes after the negotiated pickup time. No shows leave no opportunity to accommodate any outstanding trip request or wait list trips.

Client Refused Trip: A refused trip occurs when a client does not accept the travel times provided at the time of booking.

Rate of No-Show Trips: No Show Trips expressed as a percentage of Number of Total DARTS Trips Requested.

Rate of On-Time Performance: (DARTS Trips Delivered [minus] Late Trips) expressed as a percentage of (Number of Total DARTS Trips Delivered).

Refused Trips: A refused trip occurs when a client does not accept the travel times provided at the time of booking – see Trips Denied, above.

Complaints per 1,000 Trips: complaints per thousand trips (sum of Taxi Scrip Trips Delivered [plus] DARTS Trips Delivered).

Commendations per 1,000 Trips: commendations per thousand trips (sum of Taxi Scrip Trips Delivered [plus] DARTS Trips Delivered).

Contracted Vehicles Inspection Results 2022 - 2024, 2025 YTD Q1 for DARTS and Current Subcontractors

Table 1: First Time Vehicle Inspection Failure Rates

Year	Failure Rate: All Providers
2022 (Q3 and Q4)	10%
2023	11%
2024	4%
2025 YTD Q1	2%

Table 2: Monthly Vehicle Records Inspections Compliance 2024 – YTD Q1 2025 All Providers

Quarter	Compliance	Non-Compliance
2023	31	13
2024	28	8
2025 YTD March	8	4

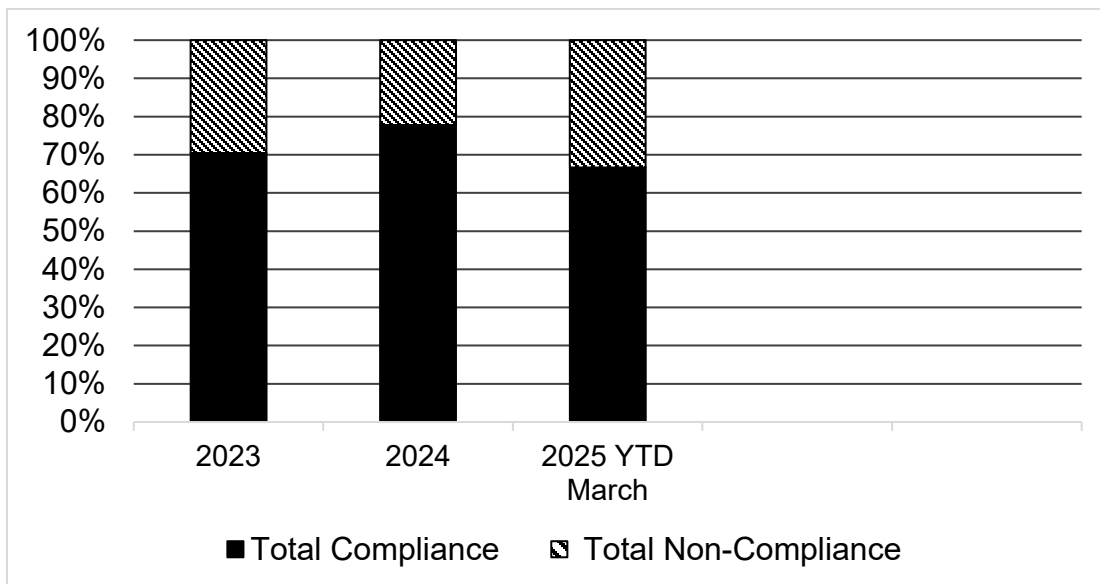


Figure 2: Records Inspection Compliance Monthly Tracking – All Providers

Alternate Text description of Figure 1: Figure 1 (above) presents the yearly breakdown of total records inspection incidents of compliance versus non-compliance as a percentage of total visits, using stacked vertical columns. The lower portion of each column in solid black shows the proportion of visits by ATS where DARTS and subcontractors were found compliant. The top portion of each column in a black and white diagonal striped pattern show the proportion of non-compliant visits. See also Table 2 (above). While there was overall improvement in 2024, 2025 Q1 is showing a higher instance of records non-compliance, based on the sample of records reviewed.



City of Hamilton Report for Information

To:	Chair and Members Public Works Committee
Date:	May 20, 2025
Report No:	PW25034
Subject/Title:	94 Kingsview Drive, Hamilton Encroachment Update
Ward(s) Affected:	Ward 9

Recommendations

- 1) That Report PW25034 respecting 94 Kingsview Drive, Hamilton Encroachment Update **BE RECEIVED** for information.

Key Facts

- 94 Kingsview Drive is a residential property in Ward 9, constructed around 2013, and located adjacent to City-owned lands in the Red Hill Valley.
- The adjacent City lands are designated as "Local Natural Area - Environmentally Significant Area" and zoned as Parkland under the Urban Hamilton Official Plan.
- City staff identified a significant unauthorized encroachment involving multiple unpermitted structures -including a driveway, fencing, a detached "3-season" building, patio, and garden shed - built on City property without approvals or building permits.
- The extent of the encroachment impacts environmentally sensitive land and municipal infrastructure, including a stormwater sewer located beneath the site.
- This report provides an update on the City's enforcement actions and outlines the rationale for rejecting the property owners' proposals to purchase the encroached lands.

Financial Considerations

The enforcement of the unauthorized encroachment will require staff time and effort, including from Environmental Services Division, Legal & Risk Management Services Division, Hamilton Water, and Building Division. Any costs incurred by the City for the removal of the structures and restoration of the lands, if needed, will be billed back to the resident according to the existing Encroachments on City Property Policy.

Background

The City of Hamilton's Encroachments on City Property Policy and Encroachments on City Property Procedure provide the guidelines that staff follow with respect to encroachments. The Policy and the Procedure were established through Report PW11024, approved by Public Works Committee on April 4, 2011. Sometime around September 2023, staff in the Building Division discovered that the property owners of 94 Kingsview Drive had constructed a detached "3-season" room building without building permit. Additional encroachments include a driveway, patio and fencing. At the time staff first visited the property they were unaware that the structures were built on City property. Building staff advised the property owners that a building permit was required.

In or about late 2023, staff became aware of the above noted structures were located on City property, specifically, property zoned and identified as Parkland. Publicly available images, included in Appendix "A" of Report PW25034 show that the property owners of 94 Kingsview began removing vegetation and landscaping the City-owned properties around 2015. The chain link fence denoting the property boundary with the City parkland was also removed, sometime after 2015. Staff estimate that the driveway, landscaping, and the "3-season room" building were built between 2021 and 2022. Additionally, a garden shed structure was located outside the fenced-in encroached area, further onto City property. The City also discovered that infrastructure for Hamilton Water was also located under the encroached upon City property. The encroachments on City property are significant.

Around March 2024, the property owners submitted an unsolicited proposal to purchase the lands from the City. As per the typical process, the proposal was reviewed through the Portfolio Management Committee, and was considered in April 2024. Several staff groups provided input in reviewing the proposal, including Corporate Real Estate & Property Management Section, Landscape Architectural Services Section, and Hamilton Water, and the Portfolio Management Committee determined that a sale of the lands could not be supported, and recommended the removal of the encroachments. The decision of the Committee is consistent with the Guidelines in the Encroachments on City Property Policy and Procedure and Portfolio Management Strategy (2004).

In mid-March 2025, following extensive discussions involving Legal Services & Risk Management Division, Corporate Real Estate & Property Management Section, Parks Section and Building Division, the City delivered a notice letter to the property owners, formally notifying them of the encroachment and the City's intention to restore the lands to their original state. The City, in that letter, invited the property owners to contact

Parks staff within two weeks to discuss the process of removing the encroachment and restoring the lands.

In response to the notice letter, on March 28, 2025, counsel for the property owners made a further Without Prejudice offer to purchase the encroached lands for \$150,000. The offer included the granting of an easement from the property owners to the City so that the City could access any water infrastructure following the sale. On April 8, 2025, the City advised counsel for the property owners that their offer had been rejected and invited them to contact staff within two weeks to discuss the process of removing the encroachment and restoring the lands.

Following further discussions between Legal & Risk Management Services Division staff and counsel for the property owners, City staff advised the owners in mid-April 2025 that the City would review its decision again and would not take further action for the removal of the encroachments until this review was complete.

Analysis

The Portfolio Management Committee thoroughly reviewed both proposals submitted by the property owners to purchase the encroached lands. The Committee determined that a sale could not be supported based on the following considerations:

- **Parks Master Plan Alignment:** Disposing of Parkland would not align with the Parks Master Plan, which directs staff to preserve and acquire more Parkland City-wide to address parkland deficiencies. The affected lands contain a hiking trail and serve as a park maintenance access at Kingsview Drive.
- **Municipal Infrastructure Needs:** The lands are not surplus to the City's needs, as a storm water sewer runs beneath the lands in question. Any disposition of the lands would require an access or permanent right of way to maintain access for ongoing maintenance of the local sewer infrastructure.
- **Encroachment Policy Compliance:** The sale of the lands would not align with the Council-approved Policy ([Encroachment on City Property Policy - Report PW11024](#)) regarding parks, which discourages encroachments on City property unless applicants can prove they are reasonable, feasible, no alternatives exist, the encroachment does not jeopardize public health or safety, is in the public's best interest, and is minor in nature – conditions which are not met in this case.
- **Environmental Implications:** The disposition of the property does not align with the City's Climate Change strategy and the Biodiversity Action Plan, both of which emphasize the protection of natural areas.
- **Precedent Risk:** Approving a sale of the lands under these circumstances could establish an undesirable precedent, encouraging future encroachments by suggesting that unauthorized development on City land may lead to eventual ownership.

Subject to any reconsideration or further direction from Council, if an agreement cannot be reached with the property owners to remove the encroachments and restore the lands, the City will pursue alternative enforcement mechanisms to restore the lands and reestablish the property boundary.

While staff typically manage encroachments without bringing individual cases forward to Council, the scale and circumstances of this case are exceptional. As such, this update is provided for Council's information. Staff have the authority needed to pursue the enforcement of this encroachment, through the existing policy and procedure.

Alternatives

Council may direct staff to address this matter in an alternative way, such as by issuing an easement for continued use of the lands or by directing the sale of the property. To proceed with either option, the lands would first need to be formally declared surplus by Council. Staff do not recommend these alternatives due to reasons outlined in this report, including misalignment with City policies and the Parks Master Plan, infrastructure requirements, and precedent risk. As Report PW25034 is provided for information only and does not include any recommendations, any alternate direction would require a Council Motion.

Relationship to Council Strategic Priorities

The enforcement to remove the unauthorized encroachment at 94 Kingsview Drive, Hamilton, will support and improve Strategic Priorities identified by Council in the following areas:

1. Sustainable Economic & Ecological Development
 - 1.1. Protect green space and waterways
2. Safe & Thriving Neighbourhoods
 - 2.1. Provide vibrant parks, recreation and public space
3. Responsiveness & Transparency
 - 3.1. Prioritize customer service and proactive communication

Previous Reports Submitted

[PW11024 Encroachment on City Property Policy](#), Public Works Committee, April 4, 2011

Consultation

Staff from the following City Departments were consulted in the development of this report:

- Rob Lalli, Director, Building Division and Chief Planner, Planning and Economic Development Department
- Kaush Parameswaran, Deputy City Solicitor, Corporate Services Department
- Ray Kessler, Chief Corporate Real Estate Officer, Planning and Economic Development
- Rino Dal Bello, Director, Development Planning, Planning and Economic Development Department

- Rory Doucette, Manager of Parks, Environmental Services Division, Public Works Department

Appendices and Schedules Attached


Appendix A: Images showing 94 Kingsview Drive Unauthorized Encroachment

Prepared by: Cynthia Graham, Director
Public Works, Environmental Services

**Submitted and
recommended by:** Cynthia Graham, Director
Public Works, Environmental Services

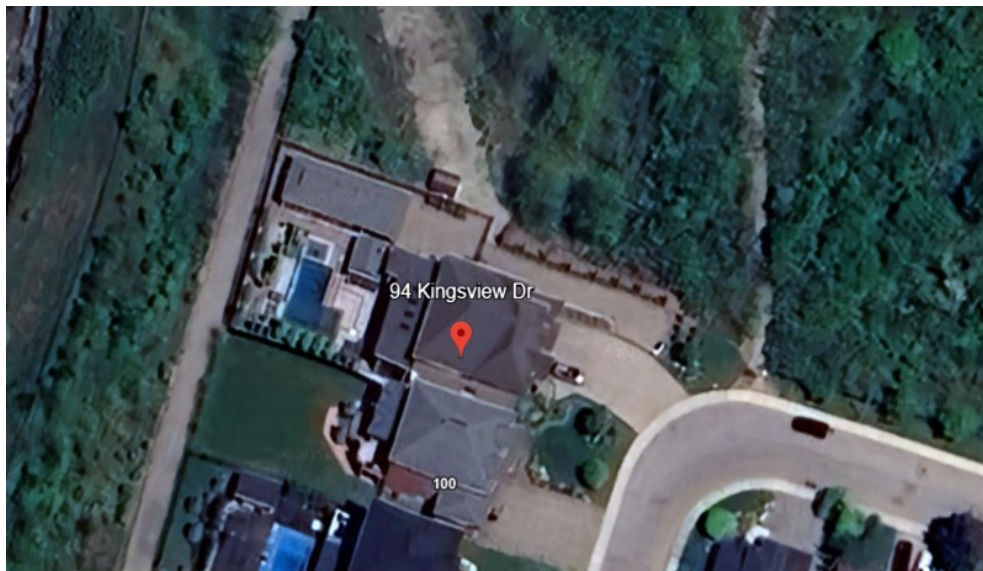
Appendix A: Relevant Images in reverse Chronological Order

(Unauthorized Encroachment identified in yellow outline in select air photos below. City lands identified in blue outline in air photo below)

2024 Photos & Air Photo	<p data-bbox="509 451 1300 485">Driveway and Landscaping, Structure Detail, Shed Relocated</p>  <p data-bbox="938 1318 1388 1390">Jul 17, 2024 1:50:43 p.m. 94 Kingsview Drive</p>
--	---

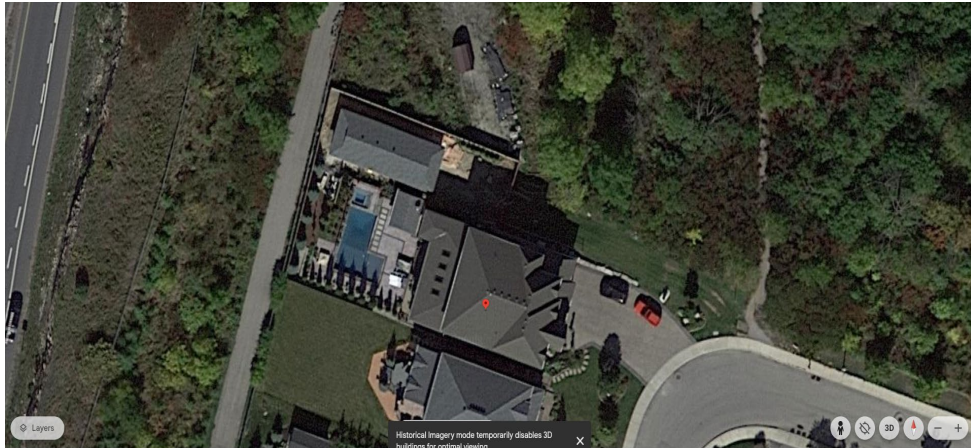
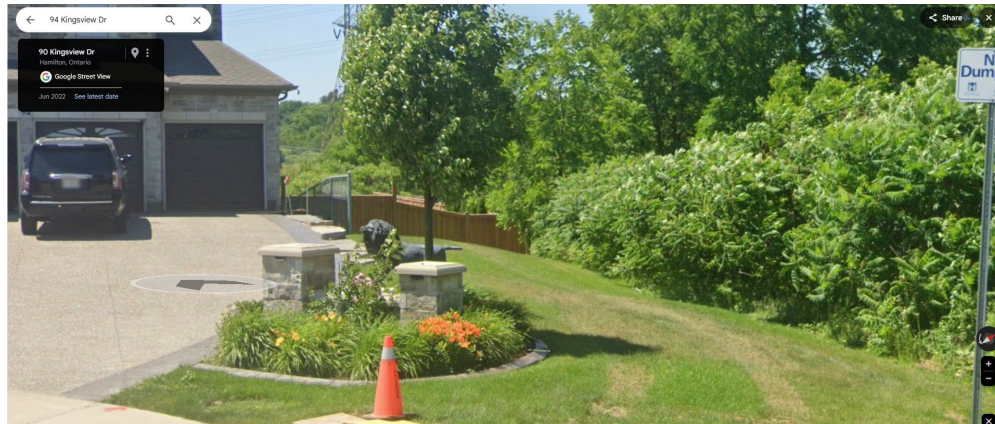


Google Earth Imagery 2024 ²



2023
Air Photo



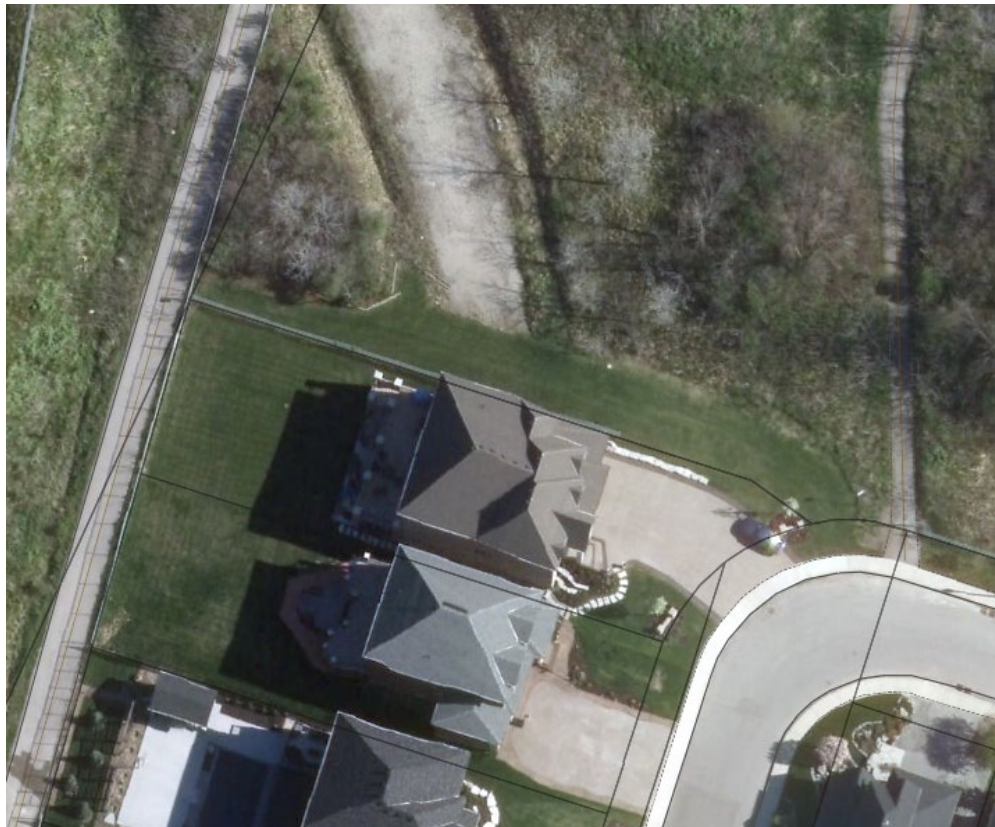
2022**Air Photo
& Street
View
Image****Google Earth Imagery October 2022 ³****Large Structures Constructed, Shed Installed****Google Street View Imagery June 2022 ⁴****City Fence Taken Back, Wood Fence installed at the back**

<p>2021 Air Photo</p>	
<p>2020 Air Photo</p>	

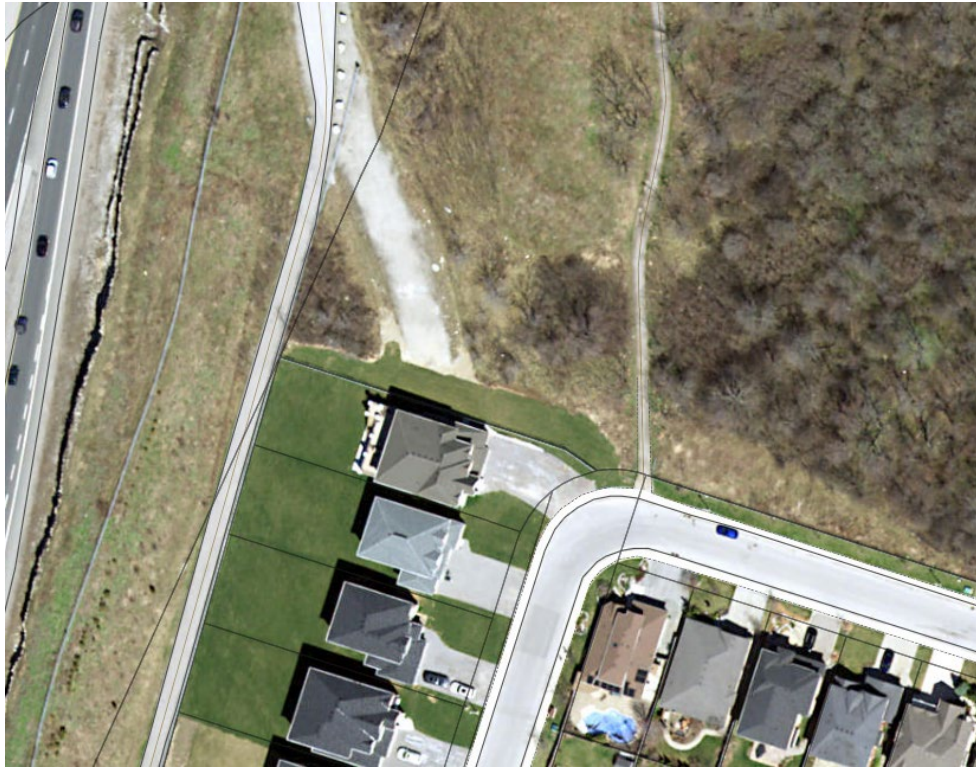
2019
Air Photo



2017
Air Photo



**2015
Air Photo
& Street
View
Image**



Google Street View Imagery June 2015:



City Fence Visible ⁵

All Air Photos provided by Hamilton Basemap Imagery (unless otherwise noted below). These images do not represent a legal draft of survey and are included as a visual aid to identify the location of the unauthorized encroachment over time.

Google Earth, Google Street View and Google Maps Imagery used for reference only. Citations below:

² 2024 air photo source: Google Earth. Imagery of 94 Kingsview Drive, Stoney Creek. Retrieved May 6, 2025, from

<https://earth.google.com/web/search/94+kingsview+drive,+stoney+creek,+ontario,+canada/@43.20104624,-79.81028085,182.71632103a,315.70611378d,35y,0h,0t,0r/data=CqgBGnISbAoIMHg4ODJjOTIiYjlxNzU2YTl3OjB4OTQxY2NiYTBiZjFjMTNjZhkrTUpBt5lFQCEAHhv23PNTwCoxOTQga2luZ3N2aWV3IGRyaXZILCBzdG9uZXkgY3JlZWssIG9udGFyaW8sIGNhbmFkYRgCIAEiJgokCcAXSdbHljVAEb4XSdbHljXAGURvmh5U2D9AldMyzBOo91HAKgYIARIAGAFCAggBQgIIAEoNCPwEQAA>

³ Google Earth. Imagery of 94 Kingsview Drive, Stoney Creek. Retrieved May 6, 2025, from

<https://earth.google.com/web/search/94+kingsview+drive,+stoney+creek,+ontario,+canada/@43.20104624,-79.81028085,182.71632103a,315.70611378d,35y,0h,0t,0r/data=CrIBGnISbAoIMHg4ODJjOTIiYjlxNzU2YTl3OjB4OTQxY2NiYTBiZjFjMTNjZhkrTUpBt5lFQCEAHhv23PNTwCoxOTQga2luZ3N2aWV3IGRyaXZILCBzdG9uZXkgY3JlZWssIG9udGFyaW8sIGNhbmFkYRgCIAEiJgokCcAXSdbHljVAEb4XSdbHljXAGURvmh5U2D9AldMyzBOo91HAKhAIARIKMjAyMi0xMC0wNRgBQgIIAUICCBABKDQj8BEAA>

⁴ Google Street View. Imagery of 94 Kingsview Drive, Stoney Creek. Retrieved May 6, 2025, from <https://maps.app.goo.gl/twR4WrGwmmzd22uDA>

⁵ Google Street View. Imagery of 94 Kingsview Drive, Stoney Creek. Retrieved May 6, 2025, from <https://maps.app.goo.gl/dWcnw5nVXuBFCQky8>



City of Hamilton Report for Information

To: Chair and Members
Public Works Committee

Date: May 20, 2025

Report No: PW25035

Subject/Title: Street Tree Planting Program Improvements -
Lessons Learned

Ward(s) Affected: City Wide

Recommendations

- 1) That Report PW25035 respecting Street Tree Planting Program Improvements – Lessons Learned **BE RECEIVED** for information.

Key Facts

- This report provides an update on the Street Tree Planting Program, outlines lessons learned from recent implementation changes, and highlights minor adjustments made in response to resident concerns. It also reaffirms the City's commitment to achieving its Council-approved target of a 40% urban tree canopy by 2050.
- Street trees are recognized as critical green infrastructure in the City's Asset Management Plans, with a replacement value of approximately \$300 million. This definition helps ensure that street trees are systematically planned, prioritized, protected, and enhanced, as part of core municipal functions.
- In 2024, Report PW24022 (Street Tree Planting Program Improvements) introduced a key policy change: removing the option for property owners to refuse a street tree planted in the public right-of-way adjacent to their property. Initial implementation focused plantings in boulevard areas, where public opposition was minimal.
- Through all City programs - including community plantings, naturalization projects, facility plantings, and giveaways - 19,656 trees were planted in 2024, falling just 344 trees short of the 20,000 annual target.

- In 2025, with planting expanding into areas without boulevards, staff began receiving more feedback from residents and Ward Councillors, identifying concerns about site suitability, maintenance burden, and alignment with existing landscape designs. Though formal complaints represented less than 5% of proposed planting locations, they prompted a staff review of the program's approach.
- The program has since been refined to introduce a 3-year deferral option for cases where concerns cannot be resolved (e.g., property owners who identify legitimate concerns, such as upcoming construction, accessibility issues, or medical needs), while continuing to track the site for future planting. These refinements reflect the City's ongoing efforts to meet canopy goals, maintain public trust, and deliver environmentally sustainable infrastructure in a responsive and transparent way."

Financial Considerations

Report PW25035 does not present any negative financial implications. However, the introduction of a deferral option could affect the ability to meet annual street tree planting targets, potentially resulting in a positive variance in the Tree Planting Program 4450053001 Capital Budget.

Background

In June 2023, Council approved a 40% urban tree canopy target by 2050, including increasing annual tree planting targets for the Forestry Section from 12,000 to 20,000 trees per year. Report PED20173(a) provided urban tree canopy analysis as measured in May 2021. For full details, see Appendix "B" to Report PW25035 – Urban Boundary Canopy Coverage 2021, which shows the City's current tree canopy measuring:

- 31.7% on City lands (i.e., yards and facilities, etc.)
- 25.9% in the public right-of-way
- 16.2% on private property

This Report does not detail the actions to increase tree canopy on City lands or private property, however, staff are working on increasing these areas in collaboration with the public right-of-way. The Street Tree Planting Program is integral in increasing the urban canopy in the public right-of-way.

The Public Tree Preservation and Sustainability Policy, established in 2015, serves as a framework for administering the Street Tree Planting Program in both development-related and non-development-related contexts. It authorizes tree plantings within road allowances without requiring requests from adjacent property owners or occupants.

Report PW24022 Street Tree Planting Program Improvements reaffirmed this policy and introduced an implementation change: the removal of the opt-out options for property owners. This change was introduced to support the newly adopted 40% urban tree canopy target. Report PW24022 further clarified that staff did not intend to revise the Policy but instead emphasized its application. Under the Policy, staff would prioritize

street tree plantings in areas with low right-of-way tree canopy coverage, irrespective of requests from adjacent property owners, who would no longer have the option to deny tree planting activities. Starting in 2024, and continued in 2025, staff prioritized areas with low canopy, but also high levels of plantable space in the right-of-way.

Tree planting layout decisions are guided by the *Forestry and Horticulture Design and Preservation Manual for Assets on Public Property*, which includes details on setbacks from utilities, driveways, sidewalks, existing trees, property lines, buildings, and sightlines and minimum soil volumes. These guidelines help ensure trees are planted in suitable locations that minimize risk to surrounding infrastructure while supporting healthy growth and enhancing the City's urban forest.

Where suitable locations for new street trees are identified adjacent to residential properties, staff notify the property owner, leaving a pamphlet at the residence if the property owner is not present. This gives the owner the opportunity to reach out and ask questions or raise concerns. Feedback received to date include concerns about:

- Tax-payer funded trees being planted in areas where the tree is not requested
- Potential future issues with tree roots affecting lawns, sewers, driveways, or foundations
- Maintenance concerns, especially among seniors and residents with mobility issues (e.g., inability to complete future maintenance caused by leaf litter due to health-related concerns),
- Conflicts with existing landscape design, such as increased shade or interference with irrigation systems.

In most cases, staff are able to address concerns through adjustments such as:

- **Changing the planting location within the right-of-way space to:**
 - Accommodate a view;
 - Change exposure to shade on a garden; and
 - Accommodate existing landscape design or irrigation system.
- **Selecting a different tree species to:**
 - Reduce the size of the tree;
 - Reduce maintenance related to leaf, seeds and flower clean up;
 - Provide a smaller tree to reduce shade; and
 - Provide a specific aesthetic value like Fall colour, or a tree that flowers or provides Fall colour or grows slowly.
- **Delaying the planting to:**
 - Accommodate a planned construction project by the resident, including but not limited to sewer laterals and driveways.
- **Cancelling the planting with a note about rationale when:**
 - A mistake has been made and the site doesn't meet guidelines; and
 - Clay sewer pipes are a considerable concern, and a new tree would exacerbate sewer issues.

These options are already embedded in staff workflows to help resolve concerns raised by residents. Where concerns cannot be resolved, staff do their best to communicate with the concerned property owner to provide them with an understanding of the

importance of street trees and growing the urban tree canopy to meet the City's strategic goals, including Urban Forest Strategy, Biodiversity Action Plan, Climate Action Strategy, and Council priorities. Residents are also informed that newly planted trees typically require minimal maintenance during the first 10 to 20 years of growth, and that issues related to shade or leaf litter are usually negligible during this early stage.

Given the removal of the opt-out is a new change to the Program, and based on what staff are hearing from residents, this Information Report has been prepared to share some of the lessons learned and highlight refinements made to improve responsiveness and transparency in program delivery.

Analysis

Customer service remains a priority for the City. Engagement with residents about the Street Tree Planting Program in 2025 have provided valuable insights, particularly regarding personal circumstances that extend beyond the suitability of a tree planting location.

Feedback has highlighted concerns such as mobility limitations, physical and mental health-related stress associated with maintenance concerns, and broader frustration or mistrust of City programs and policies. These circumstances have, at times, placed strain on both residents and staff navigating a process that can seem inflexible with no room for nuance.

In response, and as part of the City's continuous improvement efforts, staff have introduced a minor but meaningful adjustment: a deferral option for locations where concerns cannot be resolved. This approach balances the City's long-term goals with a more compassionate and resident-centred delivery model.

The Street Tree Planting Program process remains consistent, with one key refinement:

- 1) Staff identify street tree planting opportunity.
- 2) Tree species are selected based on location, species diversity targets, and space.
- 3) Property owners receive Notice about the intended tree including, with contact information provided.
- 4) If residents have concerns, they can contact the Forestry team staff to discuss options, and a meeting is arranged to review.
- 5) Staff explore adjustments, such as alternative tree species offered based on the concerns heard.
- 6) **NEW STEP** – If concerns cannot be resolved or conditions are in place that would remove the spot from being eligible for a planting at this time, a 3-year deferral is applied to that location.
- 7) Trees are planted in eligible locations and maintenance is provided by the Forestry team, including 2 years of watering, and all required pruning.

The introduction of a deferral provides a defined window for follow-up and acknowledges that personal and property circumstances may evolve, including potential changes in ownership. It also reduces conflict and enhances trust by demonstrating that resident concerns are being heard and addressed.

Accepting permanent refusals, however, would impact the City's ability to meet its 40% urban tree canopy target by 2050. A minimum 30% canopy coverage is required to support biodiversity and ecological function in urban environments, as outlined in the Urban Forest Strategy.

The deferral option was developed following a review of resident complaints, feedback from field staff, and input from Forestry management. While most newly planted trees pose minimal maintenance burdens for their first 10–20 years, offering a short-term deferral reflects a compassionate, service-oriented response. It also enables the City to track potential future planting opportunities, ensuring long-term coverage goals remain within reach.

To protect resident privacy, deferrals will be offered to individuals who self-identify as needing a delay for medical or other reasons. Residents will be asked to complete a brief online form, avoiding the need for staff to collect or manage personal health information directly.

Alternatives

Alternative 1 - Reintroduce the opt-out option for property owners

Reinstating the ability for property owners to refuse a street tree in the public right-of-way was considered. However, this would significantly hinder progress toward the Council-approved 40% urban canopy target by 2050. It could also compromise equity and environmental outcomes, as high-canopy areas would continue to benefit disproportionately while under-canopied neighbourhoods fall further behind.

Alternative 2 - Implement a formal appeal process for tree planting objections

Another option would involve establishing a formal appeal process to evaluate objections to tree plantings. However, this approach would introduce administrative complexity, increase staff time and operational costs, and delay planting timelines, ultimately reducing the efficiency and effectiveness of the program.

Alternative 3 - Maintain the current process without deferral options

Maintaining the planting program without offering a deferral option would allow staff to meet planting targets more efficiently. However, it may increase resident dissatisfaction, particularly in cases involving accessibility or health-related concerns and could erode public trust or generate avoidable conflict.

Note: Introducing a deferral option strikes a practical balance between long-term urban canopy goals and compassionate, resident-focused service delivery. It allows staff to respond to legitimate concerns without compromising planting momentum and supports a transparent, trackable process for future engagement.

Relationship to Council Strategic Priorities

Report PW25035 aligns with all 2022-2026 Council Priorities: Sustainable Economic & Ecological Development, Safe & Thriving Neighbourhoods, and Responsiveness & Transparency.

Street Tree Planting Program Improvements – Lessons Learned (PW25035) (City Wide)

Page 6 of 6

In response to Sustainable Economic & Ecological Development, enhanced street tree planting contributes to reducing the financial burden on residential taxpayers to maintain a private tree and utilizes the buying power and efficiencies of City programming to reduce the cost per tree, while ensuring trees are maintained to industry standards through proactive tree maintenance programs. Additionally, street trees contribute to the resilience of the City's response to climate change related to stormwater, heat island effect and air quality, and enhance public green infrastructure.

To address Safe & Thriving Neighbourhoods as it relates to providing vibrant public space, street trees are a core asset within green infrastructure and contribute significantly to planning complete streets.

To support Responsiveness & Transparency, Report PW25035 prioritizes customer service and involvement in decision making and problem solving.

Previous Reports Submitted

- [Report PW24022 Street Tree Planting Program Improvements](#), Public Works Committee, April 2, 2024
- [Report PED20173\(a\) Hamilton Urban Forest Strategy Final Report](#), Planning Committee, June 13, 2023

Consultation

- Shane Wagenaar, Urban Forestry Supervisor, Forestry, Environmental Services, Public Works
- Lorne McArthur, Forestry Superintendent, Forestry, Environmental Services, Public Works
- Various Ward Councillors
- Various property owners

Appendices and Schedules Attached

Appendix A: Public Tree Preservation and Sustainability Policy

Appendix B: Urban Boundary Canopy Coverage 2021 (previously included in Appendix "E" to Report PED20173(a))

Appendix C: Forestry and Horticulture Design and Preservation Manual for Assets on Public Property

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CITY OF HAMILTON

PUBLIC WORKS DEPARTMENT ENVIRONMENTAL SERVICES DIVISION Forestry and Horticulture Section

POLICY

POLICY NO:**SUBJECT: Public Tree Preservation and Sustainability Policy****ISSUED BY THE DIRECTOR OF ENVIRONMENTAL SERVICES: August 10, 2015**
(Subsection 7(b), Public Tree Protection By-law 15-125)**EFFECTIVE DATE: August 10, 2015****UPDATED: May 29, 2017****REPLACES THE FOLLOWING POLICIES:****(Subsection 36(1), Public Tree Protection By-law 15-125)****Tree Removal, Tree Preservation & Protective Measures for Trees Affected by Construction, Street Tree Planting – Planning & Design, Street Tree Planting – New Developments, Reforestation – Municipally Owned Lands****(received by Council on May 28, 2008)****City of Hamilton Street Tree Planting Policy - Rural Roadways**

1. Introduction

The purpose of the Public Tree Preservation and Sustainability Policy (the “Policy”) is to support the continued growth and development of the urban forest. The Policy sets out the following:

- (a) the requirements for work to be performed on, in or around a public tree or to plant a tree on road allowance within or outside the urban boundary and rural settlement areas;
- (b) the administration of requests/permits for such work; and
- (c) the criteria that may be applied by the Director to any assessment he or she makes with respect to the condition of a tree.

2. Application

The Policy will be applied in conjunction with City of Hamilton Public Tree By-law 15-125 (the “Public Tree By-law”). The Policy applies where work is to be performed by an individual or entity and is not subject to a *Planning Act* process. Schedule “B”, “Criteria for Assessing the Condition of Trees”, may be applied by the Director to any assessment he or she makes with respect to the condition of a tree.

Where the work affects significant public trees or large numbers of public trees, the Director may inform Council or seek its approval with respect to the implementation of the Policy.

Schedule "A", "Retention and Protective Requirements", and Schedule "B", "Criteria for Assessing the Condition of Trees" are attached to and form part of this Policy.

3. Definitions

In addition to the definitions found in the Public Tree By-law, the following definitions shall apply for the purposes of this Policy:

"Permit" means a permit issued by the Director for work performed on, in or around a public tree and may be part of another City approval process, for example for the installation of a driveway;

"Permit Holder" means a person who applies for and receives a Permit; and

"Planting Request" means a request to have a tree planted on road allowance within or outside the urban boundary and rural settlement areas.

4. Permit Applications

- (1) Prior to a person performing any work on, in or around a public tree, an application for a Permit shall be submitted to the Director. An application shall include:
 - (a) the name and contact information of the applicant, and any applicable corporation information;
 - (b) the applicable Permit fee;
 - (c) identification of the proposed location where the work will be undertaken and completed;
 - (d) a description of how the work will be completed so as to retain and protect public trees in accordance with Schedule "A";
 - (e) photographs and/or sketches with notes or other indicators that set out the following:
 - (ii) property lines;
 - (iii) work to be undertaken and completed;
 - (iv) the location of all public trees;
 - (v) any proposed grade changes;
 - (f) evidence of Commercial General Liability insurance satisfactory to the Director, if requested;
 - (g) a signed release and indemnity form satisfactory to the Director, if requested; and
 - (h) any other supporting documentation as required by the Director with respect to the work to be undertaken and completed or the Permit to be issued.

- (2) All reasonable efforts shall be made to avoid the removal of public trees. However, if the removal of one or more public trees is unavoidable, the application shall include, for each public tree:
 - (a) the reasons for the removal;
 - (b) the species;
 - (c) the diameter breast height measurement; and
 - (d) photographs.

In addition, before the Permit may be issued, the applicant shall pay the replacement cost for any public trees to be removed once informed of the amount by the Director.

5. Permit Review

A completed application, including the applicable fees and supporting documentation, will be reviewed by the Director who may consider the following criteria when making a decision on whether to issue a Permit:

- (a) species, size, location of the public trees where the work will be undertaken and completed;
- (b) overall health of any public trees which may be affected by the work; and
- (c) any impact of the work on the surrounding environment.

6. Permit Issuance

- (1) The Director may, in his or her discretion, issue, issue with, or refuse to issue a Permit.
- (2) The Director may issue the Permit with conditions under subsection 6(1) if he or she has reason to believe, having regard any work performed by the applicant in the past, the application and any other information that the Director considers relevant, that conditions are required for the work to be undertaken and completed in accordance with this Policy, the Public Tree By-law, any other City policies or by-laws and any federal or provincial regulations or statutes relating to trees.
- (3) In imposing conditions on a Permit, the Director may include conditions in respect of, but not limited to:
 - (a) specifics in relation to the location and type of work;
 - (b) requirements in relation to reporting to the Director about the work;
 - (c) a requirement that all public trees to be retained be noted on a plan and fully protected prior to the work commencing;

- (c) where a public tree is being removed, a requirement that, instead of the replacement cost being paid, the public tree be replaced by a tree of a similar species at the expense of the Permit Holder;
 - (e) such other conditions as the Director considers necessary to ensure that the work is undertaken and completed in accordance with this Policy, the Public Tree By-law, any other City policies or by-laws and any federal or provincial regulations or statutes relating to trees.
- (4) The Director may refuse to issue a Permit under subsection 6(1) if he or she has reason to believe, having regard to any work performed by the applicant in the past, the application and any other information that the Director considers relevant that the work, with or without the imposition of conditions on the Permit, will not be undertaken and completed in accordance with this Policy and the Public Tree By-law, any other City policies or by-laws and any federal or provincial regulations or statutes relating to trees.
 - (6) A Permit is only valid for the term approved by the Director and shall expire on the last day of the term as set out in the Permit.
 - (7) A Permit is the property of the City and shall not be transferred without the written permission of the Director.

7. Permit Compliance

- (1) Following the issuance of a Permit, site inspections may be performed by the Director at any time to ensure compliance with the conditions of the Permit.
- (3) A Permit Holder shall comply with the Public Tree By-law and all of the conditions of the Permit and this Policy;
- (4) Failure to comply with the Public Tree By-law or any condition of a Permit or this Policy may result in the revocation of the Permit by the Director, or the refusal by the Director to approve a further application for a Permit from a Permit Holder;
- (5) Upon the refusal of an application or the revocation of a Permit, the applicant or the Permit Holder shall not commence or complete any part of the work set out in the application or the Permit.
- (6) If a public tree is deemed by the Director to have died or declined within 24 months of the expiry of the Permit as a result of non-compliance with the Permit including any conditions imposed, the Permit Holder may be charged in accordance with the Public Tree By-law. In addition, the public tree may be removed by the Director and replaced with a tree of the same or substantially similar value and the Permit Holder shall be responsible for the removal cost and replacement cost.

8. Planting Requests

- (1) A request to have one or more trees planted on road allowance within or outside the urban boundary and rural settlement areas shall be submitted by the owner or occupier of the property lot which abuts the road allowance (residential, agricultural, industrial, institutional, and commercial) to the Director.
- (2)(a) One request per year may be submitted for each property lot which abuts road allowance. The upset allocation for each property lot per year is 10 trees where space permits, with a maximum allocation for each property lot of 30 trees within a ten year period;
- (b) The allocation for trees per property lot which abuts road allowance, including the ten year period allocation, shall be calculated separately from any special Forestry and Horticulture Section tree canopy management plans that have been approved to address infestations such as the Emerald Ash Borer and/or the Asian Long-horned Beetle.
- (3) The Forestry and Horticulture Section:
 - (a) Provides all trees to be planted. Requesters are not permitted under any circumstances to source their own trees for planting.
 - (b) Determines the size, number, and species of trees to be provided. A Forestry staffer person will assist the requestor with tree selection.
 - (c) Plants the trees.
 - (d) May plant trees within the road allowance on its own initiative without a request from an adjacent property owner or occupier.
- (4) Trees are provided on a first-come first-serve basis, subject to the availability of funding.
- (5) Once trees are planted, requesters:
 - a) Shall water each tree one time every two days until the tree is established.
 - b) Shall monitor trees for insect and disease infestations, as well as signs of decline.
 - c) May fertilize the trees once per year in the autumn, using a slow release nitrogen fertilizer, to encourage growth. Fertilization should not be performed within the first year of planting, as there may be negative impacts to the root system.
 - d) Shall report any problems with, or noticeable changes to, the tree to the Forestry and Horticulture Section immediately.

9.0 Development Related Planting

- (1) Plant material shall be specified:

- a) As per City of Hamilton current planting list, and may be determined by the City.
- b) To not be coniferous.
- c) To be planted by the City of Hamilton, or contractor on behalf of the City.
- d) Promote diversity with no single species making up more than 20% of the total street tree population, where the development includes 20 or more tree plantings.
- e) To have a minimum caliper of 50mm at time of planting.
- f) To conform to the current City of Hamilton Standards for Planting within the Public Right of Way.

(2) The layout of new trees in residential development:

- a) Shall be within the road allowance, one tree per standard lot.
- b) Shall be within the road allowance, three trees per corner lot.
- c) Shall be paid to the City as cash-in-lieu of tree planting, as per the City's current approved User Fees rates.
- d) Shall be spaced a minimum of 8 meters and maximum of 10 meters apart where proposed along non-residential frontage, such as park blocks.

(3) The layout of new trees in non-residential development:

- a) Shall be within the road allowance.
- b) Shall be paid to the City as cash-in-lieu of tree planting, as per the City's current approved User Fees rates.
- c) Shall be spaced a minimum of 8 meters and maximum of 10 meters apart where proposed along non-residential frontage.

(4) The Forestry and Horticulture Section may plant trees within the road allowance in new developments on its own initiative without a request or approval from an adjacent property owner or occupier.

10. Fees

All fees in this Policy, including the removal cost and the replacement cost, are as set in the City's User Fees and Charges By-law or as approved by City Council from time to time.

Schedule "A"

Retention and Protective Requirements

The following retention and protective requirements shall be met by all Permit Holders when carrying out work in or around a public tree.

1. All public trees to be retained at the location shall be tagged and fully protected with fencing or other protective measures as set out in the Permit.
2. The requirements for a tree protection zone shall be completed prior to the commencement of the work to the satisfaction of the Director.
3. Tree protection zones may be expanded as determined by the Director while the work is being undertaken.
4. Public trees located within a tree protection zone and any other public tree as determined by the Director shall remain undisturbed and protected as required by the Director.
5. The storage of building materials, structures or equipment is not permitted within a tree protection zone.
6. Surplus soil, equipment, vehicles, tools, debris or materials shall not be placed over the root systems of public trees within a tree protection zone or any other area as set out in the Permit.
7. No contaminants or toxic materials shall be dumped or flushed anywhere within the location.
8. Tree roots typically spread well beyond the dripline of trees, up to 3.5 times the dripline radius, and are located predominantly within the top 30 cm of soil. As this area may not be within a tree protection zone, activity should be kept to a minimum to prevent root damage and soil compaction. Where root systems of trees are exposed or damaged by construction work, the Director shall be advised before the roots are trimmed neatly and the area back-filled with topsoil.
9. Equipment shall not compact soil over the root zone of public trees. To avoid damage to public trees that are to be retained and protected, access routes shall be established away from tree protection zones. All access routes, regardless of how temporary, shall be identified and approved by the Director before the commencement of the work.

10. Any tunneling, torpedoing, digging or trenching within the dripline of any public tree is not permitted unless otherwise set out in a Permit. If such work is permitted in a Permit, it shall be carried out so as to minimize root injury and avoid soil compaction.
11. The cutting of surface roots of a public tree is not permitted unless otherwise set out in a Permit.
12. Disturbing original grades around public trees in the tree protection zone is not permitted.
13. The placement, deposit, or storage of any stone, brick, sand, concrete, soil or any other material or equipment which may impede the free passage of water, air, or nutrients to the public tree is not permitted.
14. No cables or ropes of any type shall be wrapped around or installed in or on any public trees.
15. The attaching of signs or fencing, or the making of survey markings or paint to a public tree is not permitted.
16. All vegetation within the tree protection zone, including trees, shrubs and grasses, shall be watered, fertilized and maintained.
17. New sidewalks, paving or asphaltting shall allow 1.5 m^2 of breathing space for tree roots, and shall include such construction materials such as interlocking stone, rubber mats and steel grating to allow for this breathing space.
18. Individually planted trees in new sidewalks installations shall include 21m^3 of soil and a grouping of 2 or more trees in a soil bed shall include 16m^3 of soil per tree.

Schedule "B"

Criteria for Assessing the Condition of Trees

The condition of both public and private trees may be assessed by the Director under the Public Tree By-law: for example when considering the need to correctively prune or remove a public or a private tree that interferes with or is likely to interfere with a highway.

In addition, from time to time, the Director may assess the condition of a private tree for corrective pruning or removal by the City (upon the owner giving permission to enter and waiving liability) that serves the purpose of a public tree: for example when the tree acts as a boulevard tree even though it is less than 50% on City property.

All assessments are based on the potential impact of failure on vehicular or pedestrian traffic and/or structures and/or other static features, the "target area". The lower the frequency of use of the target area, the fewer potential consequences resulting from a failure of the tree or a component part. The following criteria may be applied by the Director to any such assessment.

1. Structural condition

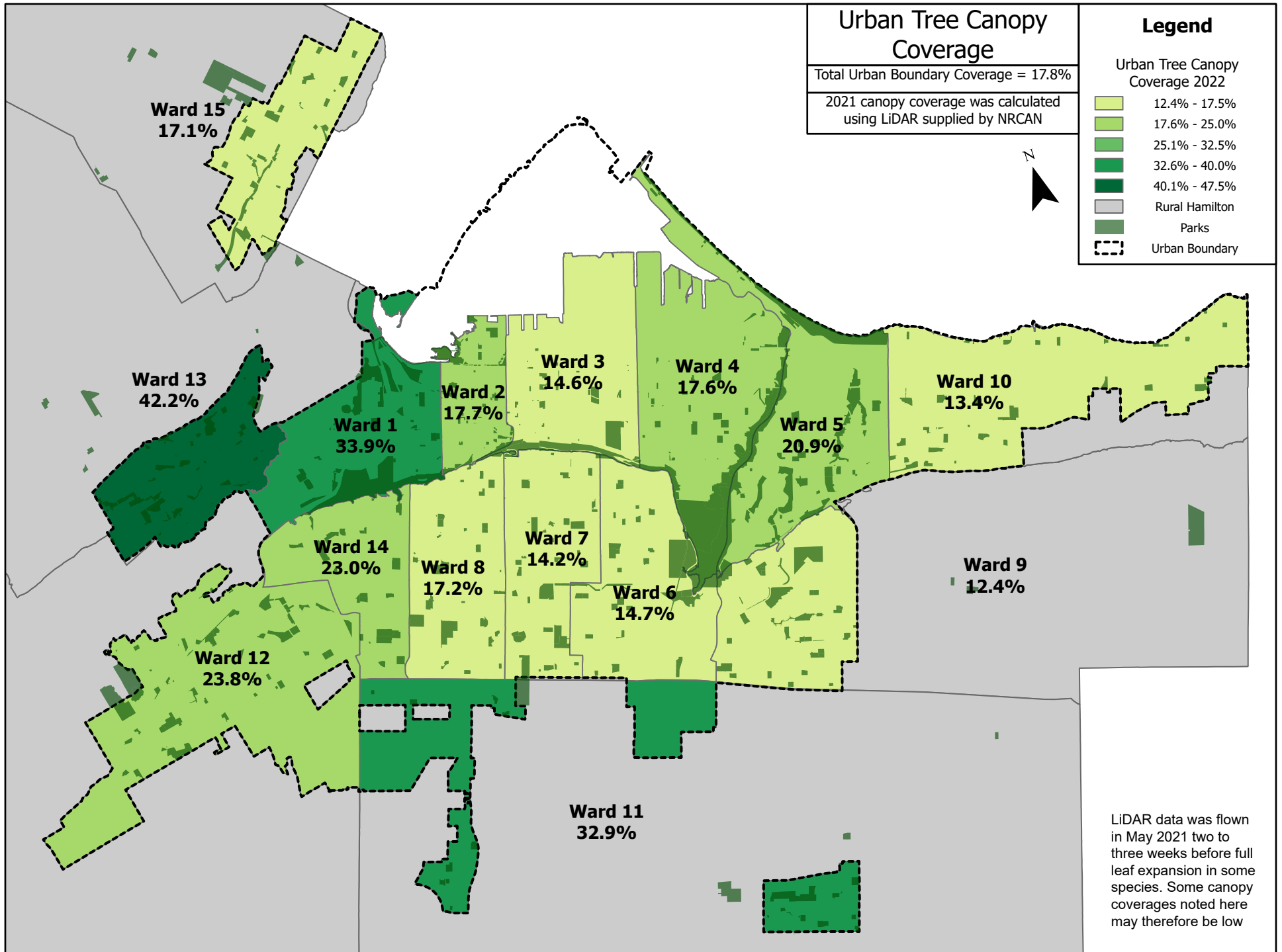
- a. Condition of tree shell wall including thinning, cracks, cavities , decay
- b. Condition of tree branches including dead branches, weak branch unions
- c. Condition of tree base including leaning, root failure, soil mounding
- d. Condition of tree crown including no fine twigs, peeling bark
- e. Changes in soil / site
- f. Adequate soil volume to sustain the health and vigour of the tree
- g. Any defect of any tree component part

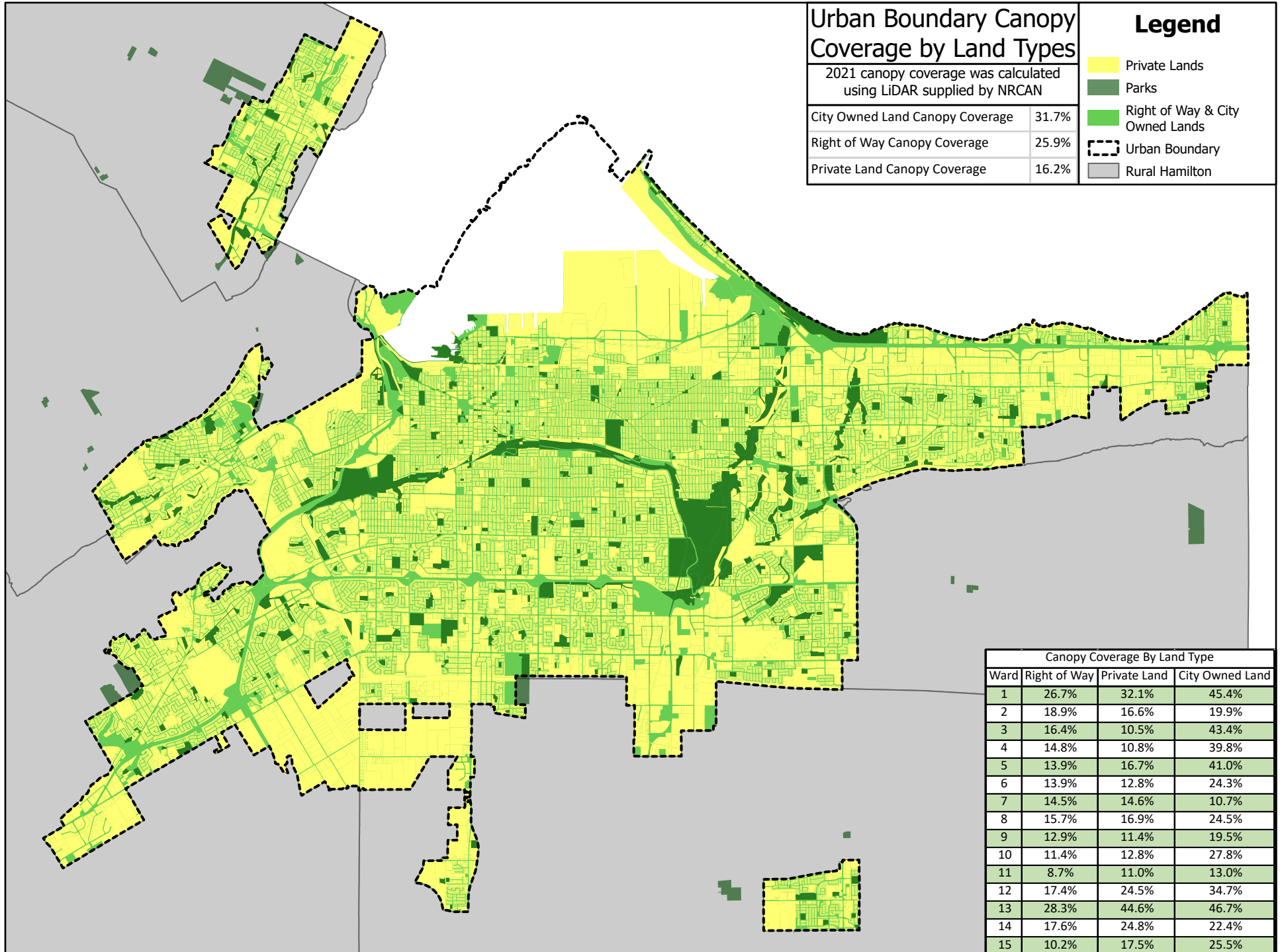
2. Biological condition

- a. Level of infestation of a pest concerns
- b. Level of infestation of disease concerns
- c. Overall health and vigour of the tree

3. Urban suitability

- a. Species characteristics including the growth rate and hardiness
- b. Location including soil type and/or grade
- c. Visual obstruction of any traffic signals or signs and/or other obstruction of a highway
- d. Adequate soil volume to sustain the health and vigour of the tree







Hamilton

**Forestry and Horticulture
Design and Preservation Manual for
Assets on Public Property**

**Public Works Department
Environmental Services Division
Forestry and Horticulture Section**

Disclaimer

The information in this document is intended to provide guidance in addition to legislative and industry standard design for use within the City of Hamilton's public right-of-way (ROW) for Forestry and Horticulture projects.

There will be site specific circumstances where designs may conflict with the guidance provided in this document. The City acknowledges this and will ensure that all designs are reviewed to ensure quality and compliance. The City of Hamilton intends to review and revise this document periodically to ensure the guidance within the document aligns with current industry standard specifications and best management practices.

The City of Hamilton reserves the right to accept or refuse design submissions.

Document Control

Please access this manual through City of Hamilton website to ensure you are reviewing the most up to date document.

Revision History

Due to the nature of standards and guidelines, changes to this document will be tracked over time within this section.

Revision #	Revision Date	Description of Change(s)	Authored By	Approved By
1	December 2024	Addition of details and specification, text updates	Katie Mayne and Louise Thomassin	Robyn Pollard

Acknowledgments

The creation of this manual was made possible through the collaboration of City staff within the Public Works Department. The manual is based on a review of best management practices, design standards as well as multiple recent projects completed within Public Works which provided valuable insight.

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Introduction

In 2019, the City of Hamilton Council declared a Climate Emergency. The declaration resolved, among other things, the need to address gaps in current projects and programs, and that *“additional actions are to be taken to incorporate into existing plans and policies to achieve net zero carbon emissions by 2050.”*

The Forestry and Horticulture Section recognizes the importance of strategic planning to address gaps, promote the urban forest, beautify public spaces, and improve green infrastructure.

In 2023, the Urban Forest Strategy was adopted by Council. The Urban Forest Strategy identifies the goal to increase the urban tree canopy cover to over 40% by 2050 and to promote and preserve a sustainable urban forest through diversity of tree species and age class, health management, and community awareness. Ensuring a healthy urban forest and robust green infrastructure, helps to promote a healthy community for all residents of Hamilton.

Horticulture’s mandate is to elevate civic pride by transforming Hamilton’s urban landscapes through horticultural excellence and innovative floral displays. The Forestry and Horticulture Section designs, installs, and maintains floral displays within public property, as well as maintains high-profile public garden spaces.

This Manual responds to the Climate Emergency and aims to successfully integrate Forestry and Horticulture assets into public spaces in accordance with best practices.

Scope

This Manual provides preservation standards and guidelines for:

- tree plantings in soft and hard surface areas and their associated infrastructure within the public Right of Way and parks and open spaces;
- garden bed installations in traffic islands, roundabouts, bump outs and gateways within the public Right of Way;
- garden beds in parks and open spaces; and,
- planters and hanging baskets within the public Right of Way.

This Manual is intended to be a resource for internal and external stakeholders to guide in the planning and implementation of urban forestry and horticultural projects. It outlines essential criteria to ensure public projects are constructed in accordance with industry standards and City design standards, thereby successfully contributing to the City’s urban canopy and green infrastructure.

The purpose of this document is to address design considerations for public trees only. Tree protection guidelines for privately owned trees, intended for use by landowners

and developers, are available through the Planning and Economic Development Department. Private woodlands are governed by City of Hamilton By-law 14-212 and Region of Hamilton-Wentworth By-law R00-054. Various communities within the City of Hamilton have separate bylaws that govern work associated with trees on Private property, these include Ancaster Heritage Tree By-law 2000-118, Dundas Tree By-law 4513-99, Stoney Creek Tree By-law Stoney Creek 4401-96. The private tree bylaws are not addressed within this Manual.

This Manual is intended to be referenced in conjunction with all other applicable City of Hamilton policies, design standards / details, guidelines, by-laws as well as Provincial and Federal rules and regulations.

Support

To support stakeholders through the planning and implementation of urban forestry and horticultural projects the following resources, in addition to this Manual, are available:

Horticultural Contact: pwhort@hamilton.ca

Urban Forestry Contact: urbanforest@hamilton.ca

Additional information can be found at www.hamilton.ca

Definitions

In this Manual, the following terms are defined as:

Term	Definition
AODA standards	Refers to the Accessibility for Ontarians with Disabilities Act.
BIA	A Business Improvement Area or BIA represents a group of property and business owners within a defined geographic area who develop, promote, and protect the area's commercial viability.
City	City means the City of Hamilton.
Daylight Triangle	A triangular open area, typically where two streets meet, which provides an open area with the intention of increasing visibility for drivers and pedestrians.
Ditch	Refers to a sloped area with 3:1 or more difference in grade. Ditches are generally not considered suitable tree planting locations.

Drip Line	The area defined by the outermost circumference of a tree canopy.
Forestry and Horticulture	Forestry and Horticulture means the Forestry and Horticulture Section of the City of Hamilton.
Gateway	Landscape or architectural features; can be marked in different ways, including a sign and landscape features at the side of a roadway, or an architectural landmark (such as an archway) over the roadway.
ISA Certified Arborist	ISA Certified Arborists hold a valid certification through the International Society of Arboriculture (ISA).
Landscape Architect	A Landscape Architect is a full member with seal in good standing with the Ontario Association of Landscape Architects (OALA).
Low Impact Development (LID)	Design solution intended to manage stormwater runoff.
MTCU Qualified Arborist	MTCU Qualified Arborists hold a valid certification through the Ministry of Training Colleges & Universities in Ontario.
Order	Order to Comply issued through Municipal Licensing and Enforcement.
Private Tree	Any tree which has greater than 50% of its trunk diameter, measured at ground level, on private property.
Public Right-of-Way (ROW)	Also known as the municipal road allowance, refers to the city owned land that includes the roadway, sidewalks, and the section of land used for utilities.
Public Tree	Means any tree which has greater than or equal to 50% of its trunk diameter, measured at ground level, on public property.
Soil Cell	A modular system installed below hard surfaces to provide trees with access to uncompacted soil.
Soil Trench	A continuous trench of uncompacted planting soil with a suspended structural concrete slab above to bridge the trench.
Swale	Sloped area with a 3:1 or less width-to-height ratio. Swales

	are generally considered acceptable tree planting locations.
Tree Protection Zone	Means a restricted area around the base of a tree 1m from the dripline, which serves to protect a tree and its root zone, as established by the Director or authorized designate in accordance any applicable City by-law or policy.
UFHT	Refers to Urban Forest Health Technician staff situated within the Forestry and Horticulture Section.
Visibility Triangle	See daylight triangle.

Tree Permits & Fees

The following section addresses the requirements to obtain a permit to Remove or Damage Trees on Public Property, and the methodology used by City Staff to appraise the ecological and monetary value of public trees.

Permit to Remove or Damage a Public Tree

All trees on municipal lands and within the public right-of-way are City property and important assets of our green infrastructure. Significant value is associated with the urban and rural tree canopy and Council has adopted the goal of increasing our urban tree canopy.

Prior to initiating any work within the vicinity of public trees, the City of Hamilton By-law 15-125 – To Regulate Trees on or Affecting Public Property, the Public Tree Preservation and Sustainability Policy, and specification Section 01 33 00.01 – Public Tree Permitting must be reviewed and understood. All three resources can be found in the Supplemental Documents of this Manual and on the city's webpage.

A completed Application to Remove or Damage Trees on Public Property, including the applicable fees and supporting documentation, must be submitted, and approved by Forestry for any actions involving all public trees. To apply for a permit contact UrbanForest@Hamilton.ca.

Forestry staff will assist with ensuring that efforts to preserve healthy trees are in place to ensure they are protected from both subsurface and above grade damage that could negatively impact their health and longevity. Refer to the Tree Management Plan for a detailed list of protective requirements.

Unauthorized Tree Removal or Damage

Failure to obtain a Permit to Remove or Damage Trees on Public Property prior to beginning work on or around public trees may result in an Order to comply being issued against the person(s) responsible. The order will require that the responsible parties pay

associated inspection fees, and loss of canopy fees, and/or the responsible parties will be required to take corrective action and will be responsible for all associated costs.

Should revisions to an approved Tree Management Plan and/or Permit to Remove or Damage Trees on Public Property be required after issuance, authorization must be provided by the Manager of Forestry and Horticulture prior to the implementation of approved plans. Any alterations required after approval will be subject to a subsequent review and approval process and may be subject to a permit fee.

Standard Conditions for Tree Removal

Conditions of Approval are outlined on all Permits to Remove or Damage Trees on Public Property and must be adhered to, along with specification Section 31 11 00 – Selective Public Tree Removal.

Loss of Canopy Fees for Removal of Public Trees

Loss of canopy fees are applied to public trees that have been approved for removal. Loss of canopy fees are determined in accordance with industry standard methodology; the Reproduction Method of the Trunk Formula Method (TFM), as per the [Guide for Plant Appraisal, 10th Edition, Revised by the Council of Tree and Landscape Appraisers](#). The Reproduction Method of the TFM Appraisal provides a valuation based on reproducing an exact replica of the subject tree.

The following parameters must be used when appraising public trees. The Unit Cost and Land Use are fixed values and are determined by the City of Hamilton Forestry Section.

Unit Cost: To ensure consistency, the City of Hamilton Forestry Section will provide the current Unit Cost based on yearly actual street tree supply costs. For current Unit Costs, please contact UrbanForest@hamilton.ca

Land Use: To ensure consistency, the City of Hamilton Forestry Section assigns Land Use values to Land Use types, and are as follows:

1. Street = 75%
2. Park = 85%
3. Hardscape = 95%
4. Facilities = 65%
5. Naturalized = 70%

Cash in Lieu for Tree Planting

Cash in lieu for replacement tree plantings are based on City of Hamilton Council approved user fees.

Plan Requirements

Plans are required for all development applications and capital construction projects regardless of whether trees are present on the subject site. This section provides details on the types of plans and their respective requirements.

Tree and Soil Management Plan

Tree protection is a measure to preserve existing trees during the planning and construction of new developments, infrastructure enhancements, utility upgrades, residential improvements, etc.

Soil protection is a measure to preserve future plant-able spaces from compaction during staging and construction. Protecting existing uncompacted soil preserves the ability of the soil to support vigorous, healthy tree growth.

The Forestry and Horticulture Section requires that a Tree and Soil Management Plan be prepared by a Ministry of Training, Colleges and Universities Qualified Arborist, an ISA Certified Arborist, or a Landscape Architect.

All trees that are within the proposed development area, extending to 6m beyond the proposed work area, must be surveyed, identified, and accurately plotted on the plan to determine ownership. The plan must also identify whether each tree is planned for removal or retention.

All future areas that are to receive planting must be identified, along with the proposed method of protection, such as soil protection fencing. If future areas to receive planting must be used as a staging area or are subject to proposed changes during construction, then measures to mitigate the compacted soils must be performed in accordance with the City's specifications.

All proposed surface treatment changes within individual tree driplines, property lines, building footprints, driveways, limit of grading or disturbance, utility construction corridors and temporary access roads must also be accurately depicted on the submission.

The Tree and Soil Inventory Analysis Table on the Tree and Soil Management Plan is not considered complete without the following data and recommended action for each tree.

- Species by botanical and common name;
- Appraised value as per Reproduction Method of the Trunk Formula Method (TFM), as per the [Guide for Plant Appraisal, 10th Edition, Revised by the Council of Tree and Landscape Appraisers](#);
- Diameter at breast height in centimeters or millimeters;
- Ownership (> 50% @ ground level = ownership) – municipal or private;

- Biological health;
- Structural condition;
- Proposed grade changes within individual driplines;
- Proposed utility construction within individual driplines;
- Proposed removals or relocations;
- Proposed trees to be preserved;
- Proposed preservation techniques (i.e. tree protection zones, soil protection zones); and,
- Identification of any hazardous trees.

Existing trees proposed for preservation must be protected in accordance with the Public Tree Preservation and Sustainability Policy and include a tree protection detail design with appropriate preservation techniques noted on the submission drawings.

If it is determined that special measures are to be taken for preservation, such as root zone decompaction or horizontal mulching, this must be identified on the Tree and Soil Management plan and must include details. The Contract Documents must reference the City's specification and must be approved by the Manager of Forestry and Horticulture.

It is the responsibility of the applicant to determine ownership of all trees that are within the designated work area and 6 meters beyond. Any civil issues which may exist or arise between property owners with respect to trees, must be resolved by the applicant.

Healthy trees that cause a conflict with development plans and can not be retained may be approved for removal and are subject to a loss of canopy fee as outlined in the Public Tree Preservation and Sustainability Policy, the City's user fees, and By-Law 15-125.

Upon approval of the Tree and Soil Management Plan by the Manager of Forestry and Horticulture, all applicable fees will be identified and must be received prior to the issuance of the permit.

Landscape Plan

The Forestry and Horticulture Section requires a Landscape Plan and associated details prepared by a Landscape Architect. The plan must include the locations of all existing and proposed trees and shrubs / perennials on City property, and the subject private land.

The City of Hamilton's Public Tree Preservation and Sustainability Policy, in conjunction with the Tree By-law 15-125, requires new developments to provide payment, as per Council-approved user fees, for street trees to be planted in the road allowance.

All street tree plantings will be carried out by the City of Hamilton, following approval through the review of a proposed street tree planting plan. All trees within municipal

road allowances shall be identified as trees to be planted by the City of Hamilton Forestry Section. The locations to receive street tree plantings must be prepared through the development in accordance with Forestry Sections specifications, including, but not limited to topsoil placement, and soil mitigation. Forestry is not responsible for preparing the site for plantings, only for planting the trees.

Urban Forest Health Technicians in the Forestry Section shall be notified post-construction when the final grade has been achieved to facilitate the scheduling of street tree planting(s).

The Landscape Plan must outline, at a minimum, the following design requirements:

- All horticultural features (e.g. garden beds and planters) shall be identified and species specified.
- Species of trees, shrubs, grasses, and perennials on City property should promote biodiversity within the landscape, where reasonable, by using native and near-native species and in review of existing vegetation.
- A table corresponding with the Landscape Plan that identifies species to be planted, including the size (e.g. 50mm tree), quantity and type (i.e. ball and burlap, etc.) must be included. Species selection should consider cultivars (fruitless, thornless etc.), salt and heat tolerance, mature size, public visibility, daylight triangles, and potential pest concerns.
- Proposed soil volumes must be identified for each tree.
- Identification of all hard surface and soft surface areas on the site.
- All proposed private tree plantings should be located and must have species denoted.
- All proposed surface treatments, existing and proposed underground utilities, proposed grading changes, property lines, buildings, limit of grading and disturbances, egress, and ingress, staging areas and easements.

Forestry staff will determine if a tree species is permitted, and the Landscape Plan shall reflect that decision by denoting the following on the plan: "*City of Hamilton Forestry and Horticulture to determine species*".

No coniferous tree plantings are permitted on City of Hamilton road allowances. There may be exceptions; however, and approval must be obtained by the Manager of Forestry and Horticulture.

Any horticulture features identified on the Landscape Plan, such as shrubs and perennial beds, must be submitted to the Superintendent of Horticulture for review prior to acceptance.

An Approved Species List is available through the City of Hamilton's website. Additional species will be considered for approval based on the site-specific environmental conditions.

Subdivision Planting Design Requirements

- One tree per lot and three trees per corner lot.
- Provide cash in lieu for all parks, open spaces, stormwater management ponds, and ROW locations at a rate of 1 tree per 8.00m of ROW frontage.
- Blocks identified on the plan that are not parks, open spaces or stormwater management ponds will be reviewed through Site Plan, during which landscape conditions will be required.
- Roundabout features require details on the Landscape Plan for staff to review the proposed plant material.

When a new subdivision is being developed, and native topsoil is stripped and stockpiled on-site for reuse, it must be tested prior to re-use to ensure that the soil meets the city's specifications and O. Reg. 406/19 On-Site and Excess Soil Management. Subject to soil test results, amendment recommendations for the existing soil stockpiles must be submitted to Forestry for acceptance and / or new topsoil must be imported in accordance with specification Section 32 93 10 – Public Tree Planting in Soft Scape.

Where new trees are being planted, soils must be remediated in accordance with specification Section 32 93 10 – Public Tree Planting in Soft Scape, which includes soil decompaction requirements for all areas to receive new tree plantings, except where existing preserved trees will be impacted.

Specifications and Details

Forestry and Horticulture have developed specifications and details that must be used for all development that will impact existing public tree assets or horticultural assets and / or is proposing new public tree assets or horticultural assets.

The specifications and details are identified in the Supplemental Documents section of this manual and the latest versions are available free of charge online at the City of Hamilton's website at www.hamilton.ca. Alternatively, contact UrbanForest@hamilton.ca for access.

Forestry and Horticultures specifications and details must be reviewed within the context of each specific project and coordinated with projects Contract Documents. The City of Hamilton is not liable for any errors or omissions contained within these specification Sections.

Permitting and Design

Projects that will impact existing public tree assets or horticultural assets and / or will be planting new public trees assets or horticultural assets must adhere to the Forestry and Horticulture specifications and details, and the standards identified in this Manual. This includes, but is not limited to:

- Identification of existing public tree assets that will be preserved;
- Identification of protection measures and extent of protection measures for existing public tree assets;
- Identification of any Work that will occur within the dripline of an existing public tree that will be preserved and proposed mitigation techniques during and post-construction, such as air spading and horizontal mulching, horizontal hoarding and staged vertical hoarding;
- Identification of soil areas for protection that will receive future tree plantings to and proposed protection measures to protect against compaction and other negative effects due to construction;
- Identification of mitigation measures to de-compact areas that will receive future tree plantings, if adequate soil protection during construction can not be achieved; and,
- Identification of future tree planting species and soil volumes.

Construction

The construction requirements, including the review of shop drawings, submittals, mock-ups, tree protection measures, and the requirements for mitigation and preservation techniques such as air spading, mulching etc. are outlined in Forestry and Horticulture specifications and details, and the standards identified in this Manual.

The Manager of Forestry and Horticulture, City of Hamilton or authorized designate reserves the right to require mitigation and preservation techniques during construction that were not identified during the design and permitting phase, or due to unforeseen circumstances. Mitigation and preservation techniques include, but are not limited to:

- Air spading and horizontal mulching;
- Horizontal mulching;
- Horizontal and / or vertical hoarding; and,
- Decompaction and enhancement of existing soil to receive future tree planting.

For any projects that affect existing public tree assets and / or are planting new public tree assets, the Manager of Forestry and Horticulture, City of Hamilton or authorized designate must attend, at minimum the following meetings:

- The pre-construction meeting;
- Progress meetings, where Works related to Public Trees will be discussed; and,

- Close-out meeting.

The Manager of Forestry and Horticulture, City of Hamilton or authorized designate must be notified a minimum of 5 working days in advance of any meeting, other than emergency meetings.

Commissioning

The commissioning requirements for hard surface tree installations that include suspended concrete slab systems or soil cell systems, including, but not limited to, testing and City staff training requirements are outlined within Forestry and Horticulture specifications and details, and the standards identified in this Manual.

Close-out

The close-out procedures and submittal requirements, including, but not limited to, as-built drawings, operations and maintenance manuals, spare parts, etc. are outlined within Forestry and Horticulture specifications and details, and the standards identified in this Manual.

Acceptance and Warranty

Warranty shall occur for a period of two (2) years starting from the date of final acceptance. The warranty requirements, including, but not limited to, maintenance requirements during the warranty period, roles and responsibilities, replacements during the warranty period are outlined within Forestry and Horticulture specifications and details, and the standards identified in this Manual.

Planting Guidelines

All Landscape Planting Plans must consider the following guidelines to ensure that projects are planned and executed in a manner that adheres to best practices, successfully integrates green infrastructure, and provides plants with an environment conducive to maturation.

Guidelines for New or Existing Park Development (excluding Subdivisions)

To expand tree canopy cover, the number of trees planned for park developments should provide 40% canopy cover, unless the park is designated as a “sports park”. The number of trees should be based on size at maturity. Preference shall be given to large canopy shade trees when space allows.

The number of trees required to reach the canopy target is based on the average canopy spread of common species:

- Shade trees = 200m²
- Ornamental trees = 50m²

Guidelines for Horticultural Installations

In the absence of the below criteria, traffic islands, medians, bump outs, and roundabouts do not fit within the parameters of the Horticulture program. Final confirmation of suitability will be provided by the Manager of Forestry and Horticulture.

Approvals, designs, and confirmation of maintenance must be arranged with the Forestry and Horticulture Section to ensure that assets are funded and maintained, and provide the beautification intended by installing green infrastructure.

General Guidelines for Horticultural Installations

- Soils must meet the criteria identified in the Guidelines for Soil Requirements section of this Manual.
- Plant quantities, species, sizes, quality, and locations must align with the approved Landscape Plan.
- All plants must be installed at the correct level relative to the finish grade. The root flare of woody plants shall be 2.5cm to 5cm above the finish grade.
- All plants to be installed must be healthy and free of disease, insect pests, and invasive or noxious plant species.
- All areas to be planted are prepared prior to planting and are free of visible weeds, invasive and noxious plant species, and free of underground weed parts.
- Plants must be watered immediately after planting to the depth of their root systems.
- Watering must be carried out when required and in volumes relative to the specific plant needs and growing medium type to maintain sufficient moisture through the root zone.
- Growing media must be settled prior to mulch installation.
- Mulch installation should be tapered at the base of grasses, shrubs, and perennials; mulch should not be installed within 5cm of the plant base.
- Mulch should not be installed if the growing media surface is saturated; the media must be allowed to dry prior to mulch installation.

Guidelines Specific to Traffic Islands (Conversions and New Installations)

- The minimum width of the island is 1.10m from the inside edge to the inside edge of the curb.
- The finished elevation of planting medium, including the depth of mulch, must not be more than 12mm from the top, and no greater than 50mm from the top elevation of the curb.
- Minimum installed depths from ground level up must include 100mm of clear gravel, landscape fabric, a minimum of 300mm of approved soil, and 100mm of cedar shredded mulch. Soil depth requirements increase to 450mm for shrub plantings and 900mm for tree plantings.
- The soil and aggregate base must provide adequate soil volume and drainage to ensure plant vitality.
- Preference is given to locations where a left turning lane exists for lane closure during maintenance. Do not install where lane closure for bed maintenance will adversely affect traffic flow.
- Preference is given to raised islands (see Figure 1) in locations where road salt could affect plant vitality. It should be designed to a minimum height of 300mm and to a maximum of 600mm from the road surface while ensuring the median does not negatively affect the pedestrian and vehicular traffic.
- A clear line of sight for motorists approaching the median must be incorporated. Provide clear sightlines between vertical heights of 0.75m and 2.40m at plant maturity.
- Do not place vegetated traffic islands on steep hills or near underpasses.
- Traffic islands should be designed to incorporate irrigation, unless otherwise approved by the Manager of Forestry and Horticulture.
- Irrigation installation must be in accordance with By-law 10-103 Respecting the Prevention of Backflow into the Water Distribution System of the City of Hamilton, Commercial Water and Sewer requirements, Water Meter Installation requirements, and any other applicable by-laws and guidelines.
- Irrigation systems must be designed and constructed to maximize water efficiency, rainfall and runoff.



Figure 1: Example of raised traffic island.

- Irrigation systems must be designed and installed in accordance with the Forestry and Horticulture irrigation installation specifications.
- Specific requirements for traffic islands with turf:
 - Medians measuring 1.10m to 3.00m in width must be installed with sod from curb to curb.
 - Medians 3.00m and greater in width must ensure where sod is installed that it is the width of at least a standard mower deck (600mm / 24" width) to ensure access is feasible for maintenance.
 - Beds greater in length than 4.00m should be designed to accommodate a combination of sod and garden beds.
- Designs must ensure the integrity of traffic signs are maintained within the median.
- Refer to Forestry and Horticultures Approved Plant Lists for plant materials to be installed.

Guidelines Specific to Garden Beds

- Garden beds must be protected from snow melting agents, unless due to existing conditions it is not considered practical. Acceptable approaches include galvanized aluminum edging, raised curbs, or raised planters. Refer to Hard Surface Details Type 1-2 for various applications, available on the city's webpage.
- Minimizing locations that require irrigation is preferred, and efforts should be made to reduce the need for irrigation or manual watering where practical.
- In applications where irrigation has been approved, By-law 10-103 Respecting the Prevention of Backflow into the Water Distribution System of the City of Hamilton, Commercial Water and Sewer requirements, Water Meter Installation requirements, and any other applicable by-laws and guidelines must be adhered to.
- Irrigation systems must be designed and constructed to maximize water efficiency, rainfall and runoff.
- Refer to Approved Plant Lists for plant materials to be installed. Where the bed is located more than 4m from the road allowance, any plants that are suitable to the environmental conditions may be proposed and will be reviewed by city staff for suitability.
- Installations of garden beds must not negatively impact existing adjacent trees, including but not limited to excavation of planting beds, an increase in grade within the dripline, or amendments in proximity to the trunk.
- Soil test results must be included with the submission of the landscape plan to determine soil amendment or replacement requirements.

Guidelines Specific to Roundabouts

- Minimum installed depths from ground level up must include 100mm of clear gravel, landscape fabric, a minimum of 300mm of approved soil, and 100mm of

cedar shredded mulch. Soil depth requirements increase to 450mm for shrub plantings and 900mm for tree plantings.

- For roundabout beds with no irrigation, only drought tolerant plants are acceptable and weekly watering is required for the first growing season.



Figure 2: Example of a roundabout.

Guidelines Specific to Planters and Hanging Baskets

- Hanging Baskets installations are preferred within active BIAs. The installation, and maintenance is at the expense of the BIA, unless otherwise agreed upon by the Manager of Forestry and Horticulture.
- Hanging Baskets and Planters must not obstruct traffic signs, street furniture, minimum sidewalk widths, vehicular/pedestrian traffic, or access.
- Hanging basket brackets must be rated to hold 45kg (100lbs).
- Brackets that are to be affixed to a utility pole must be approved by the utility owner prior to installation.
- Proposed locations for new planters and hanging baskets must be approved by the Manager of Forestry and Horticulture prior to installation.

Tree Planting Layout Guidelines

- Property boundaries must be established prior to planting to ensure that public tree planting occurs only on public property.
- To provide a 'closed canopy' effect at maturity, efforts should be made to match one side of the street to the other while also ensuring species diversity.
- The minimum width of a boulevard to support tree planting is 1.75m. For more specific application scenarios please refer to the Hard Surface tree planting detail designs.

- **Boulevard planting curb setback** - tree plantings in boulevards shall be placed with a minimum setback from the boulevard side of the curb of 75cm for turf applications, and 1.75m for garden beds and tree grate applications. Refer to Hard Surface Detail designs for various applications.
- **Driveway setbacks** - tree plantings shall be placed with a minimum setback of 1.50m for large species and 1.00m for small species from driveways and alleyway entrances.
- **Ditch, swale and LID setbacks** – ditches that have a 3:1 grade or more require a setback of 1m from the top of the ditch. Ditches, swales and low impact development with a grade of less than 3:1 require a minimum 1.5m offset from the centerline.

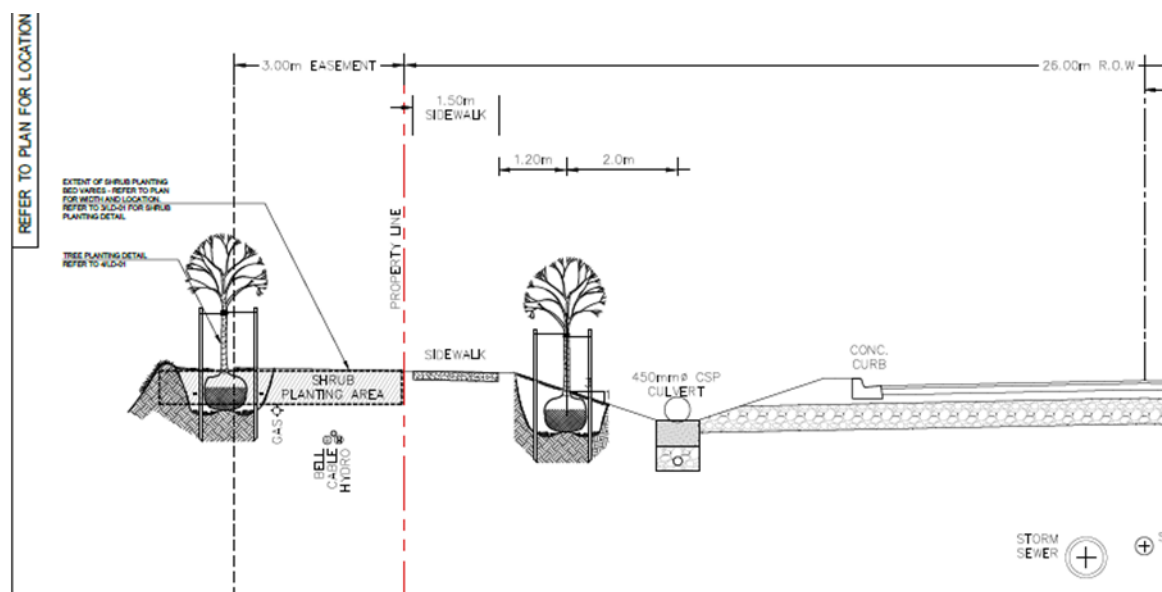


Figure 3: Example Swale Setback.

- **Building setbacks** - tree plantings must be placed with a minimum setback of 3.00m from any building or structure. Tree species proposed near buildings or structures must consider size at maturity to ensure no future conflicts.
- **Stop sign and traffic signal setbacks** - no tree shall be placed closer than 6.00m in line of sight to a stop sign on a residential street, and no closer than 15.00m in line of sight to a stop sign or traffic signal light on any collector or arterial road. To maintain open sightlines, tree species with high-branching canopies should be proposed in these locations.
- **Tree spacing:**
 - Street trees with an anticipated DBH \geq 40cm at maturity shall be spaced 8.00m - 10.00 m apart.

- Ornamental trees shall be spaced 4.00m - 7.00m apart.
- Tree spacing minimums may be modified at the discretion of the Manager of Forestry and Horticulture.

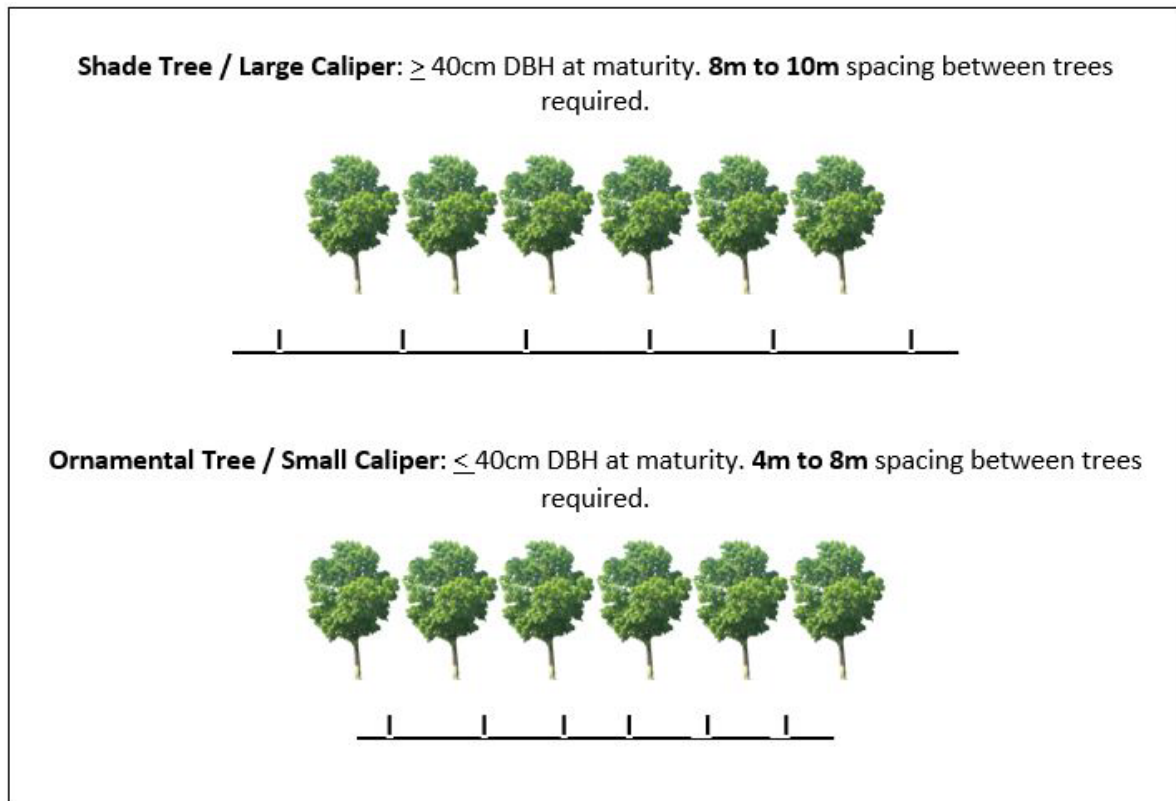
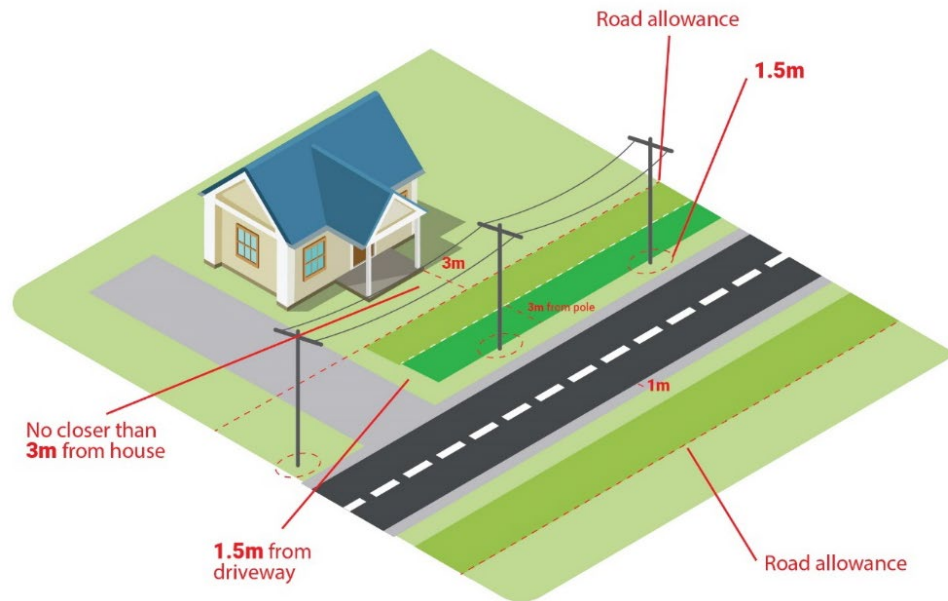


Figure 4: Tree Spacing Diagram - Ornamental and Shade Trees.

- **Day lighting triangles:**
 - Visual obstruction of the intersection must be avoided by ensuring that trees planted within the daylight triangle have a canopy height of at least 2.40m at the lowest branch point.
 - Herbaceous plant material and shrubs must have a mature height of less than 50cm to be planted within a sight triangle, measuring 9.1m x 9.1m along the boundary of each of the intersecting roadways measured from the point of intersecting curb lines.
 - Exemptions may exist in mature neighbourhoods where historical locations of horticultural features and trees pre-date the current standard.
- As per local hydro utility guidelines, a setback of 3.00m is required from the door of the hydro box to allow for suitable access for maintenance.
 - To improve environmental and aesthetic benefit, groupings of trees proposed as naturalized or formal landscapes should be considered where reasonable.

Spacing requirements may be reduced by up to 30% where groupings of the same species of trees are proposed.

- Tree plantings must achieve a minimum setback of 1.5m from fire hydrants, light standards, utility pedestals, transformers, or water valves.
- No tree shall be planted closer than 1.5m to the access doors or within 1.5m from the sides of an above ground hydro vault (transformer). Setbacks for tree plantings must be confirmed by the utility provider.



PLEASE NOTE: THIS IS A SIMPLIFIED DIAGRAM TO BE USED AS A GUIDELINE ONLY. FORESTRY STAFF WILL CONFIRM PLANTING LOCATIONS IN ALL SITUATIONS.

UPRIGHT SPECIES
SMALLER SPECIES UP TO 6.0M

Figure 5: Setback Diagram.

**ROAD ALLOWANCES VARY THROUGHOUT GREATER HAMILTON.
FORESTRY STAFF WILL CONFIRM MEASUREMENTS AT THE TIME OF INSPECTION.**

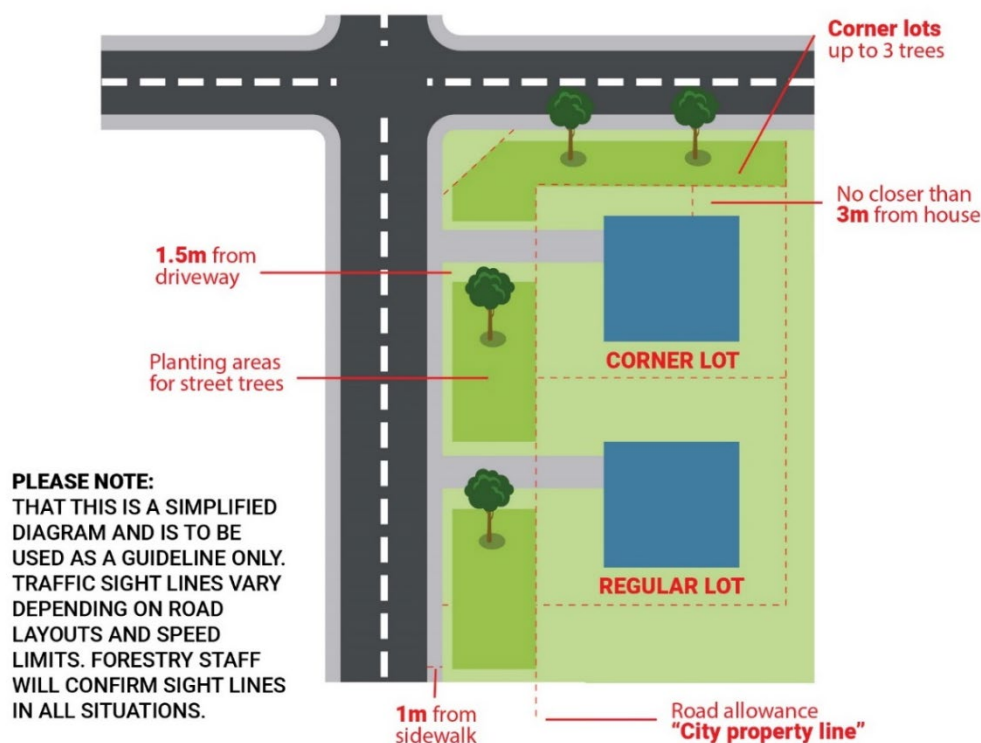


Figure 6: Setback Diagram – Corner lot and regular lot.

Guidelines for Trees in Soft Surface Locations

- Open planting beds / areas are the preferred design and must be implemented, unless otherwise approved by the Manager of Forestry and Horticulture.
- Soil cells can be incorporated into an open planting bed / area as a hybrid approach, if required, to meet minimum soil volume specifications. For example, use of modular soil cells to provide root access under sidewalk to available soil outside of boulevard.
- Minimum boulevard width or soft surface area opening width is 1.75m, and the under-planting is to be hardy groundcover, mulch, or in boulevards sod and approved by the Manager of Forestry and Horticulture.
- Soil volumes must comply with City of Hamilton soil volume requirements.
- Refer to the City's tree planting details available in the Supplemental Documents section of this Manual and specification Section 32 93 10 – Public Tree Planting in Soft Scape for the full list of requirements.

Installation of Trees in Soft Surface

Proper planting is essential for the successful establishment of trees. Tree installation must comply with the following guidelines.

Mulching

Mulching is one of the most beneficial practices to ensure the long-term health of a tree. Mulch can improve the soil's water retention, minimize weeds, protect the tree from mechanical damage, alleviate compaction, increase mycorrhizal fungi, and improve soil structure.

Mulching must comply with detail PK 1101.01 Mulching Existing Trees Details and the city's specifications.

Watering

One of the benefits of suitable soil volumes is the improved ability of the soil to filter and retain water, and to restore some natural ecological functions to the soil in the urban environment. Harvesting water runoff and directing it into the soil provides water to newly planted trees and reduces runoff.

Fertilization

Newly planted trees generally do not regularly require fertilization. If there are concerns about the nutrient availability within a planting zone, a soil test should be completed to determine deficiencies. Trees should only be fertilized after review of the soil test results.

Guidelines for Trees in Hard Surface Locations

To ensure a healthy and robust urban canopy, and to support the goals of the Urban Forest Strategy, designs within hard surfaces should incorporate storm water harvesting, integrated drainage systems, and adequate air exchange.

The City of Hamilton has an order of preference for the design standard of hardscape tree plantings, and is as follows:

- Open planting bed with curb;
- Open planting bed with curb and a soil trench or soil cells to achieve required soil volumes (hybrid option);
- Open planting bed with raised planter (mounted bench can be incorporated);
- Open planting bed with raised planter and a soil trench or soil cells to achieve required soil volumes (hybrid option); and, as a last possible option,
- Tree grate and soil trench or soil cells to achieve required soil volumes.

Soil trenches using a suspended concrete slab and soil cells should only be used where an open planting bed can not achieve the required soil volume. The City prefers to use these technologies as a hybrid system in combination with open planting beds, and the use of tree grates and soil cells or soil trench only is strongly discouraged and must receive approval by the Manager of Forestry and Horticulture.

Construction details and specifications of all the above noted design standards are available in the Supplemental Documents of this Manual.

In addition to the above, designs of hard surface tree plantings must ensure that:

- The Tree Planting Layout section of this Manual are followed.
- Trees are provided with adequate soil moisture, adequate drainage, and adequate air exchange.
- Minimum soil volume is achieved. Soil depth may exceed 1.00m, however depths greater than 1.00m cannot be used in calculation of total soil volume.
- Tree openings must provide a preferred opening of 1.75m at the surface, and 1.2m minimum.
- Designs adhere to all City of Hamilton Design guidelines (i.e. *City of Hamilton Barrier Free Design Guidelines*, and *City of Hamilton Corridor Planning Principles and Design Guidelines*).

Soil Cells and Soil Trenches

Soil cells and soil trenches are designed to provide trees in hard surfaces with sufficient soil volume where space is limited. Soil cells are modular, structural, cellular system, designed to be filled with planting soil for tree rooting, stormwater management, and support of loaded pavements, including vehicles, if required. The term can be used to refer to a single soil cell or a stack of soil cells. The approved manufacturers for use within Public Property are identified in Section 32 93 10.03 – Public Tree Planting, Soil Cells. Refer to the Supplemental Documents of this Manual.

Soil trenches through the use of suspended concrete slabs are designed to be suspended over planting soil to permit a continuous soil trench beneath pavement to achieve required soil volumes to support the healthy, and vigorous growth of trees in hard surface areas.

Designs for soil cell and soil trench systems must include essential components to ensure that trees can thrive, including:

- Stormwater management and drainage;
- Sufficient root space that maintains appropriate soil strength; and,
- Adequate air exchange to ensure soil supports tree growth.

Tree Grates

Tree grates must be installed at the time of construction of the sidewalk.

Tree grates must:

- Be square or rectangular on the outer perimeter;
- Be offset a minimum of 500mm from the boulevard side of curb;
- Provide an internal diameter grate opening of 600mm;
- Accommodate a typical root ball diameter of 0.75m plus 0.30m around sides;
- Sit flush with the surrounding surface to not pose a tripping hazard; and,
- Refer to specification Section 32 33 00 – Site Furnishings for approved tree grates.



Figure 7: Tree grate with large inner ring and square outer perimeter.

Watering, Air Exchange & Drainage

Directing water to hard surface trees can be achieved through surface water harvesting systems that direct water into sills, trench drains, or inlets, and hybrid systems that combine parts of each approach.

The type and volume of soil used has an impact on the amount of water required to maintain adequate soil moisture and can also impact the amount of water that can be retained by the soil. Larger soil volumes require, and can retain, larger amounts of water.

Sandy soils, sand-based soil mixes, and bio retention soils can accept larger volumes of water, but also need more regular infusions of water to support tree roots due to their tendency to dry out between water applications. Heavier loam soils, including most locally harvested soils, need less frequent watering due to their water holding capacity, but they can become waterlogged if too much water is applied.

Stormwater harvesting has many environmental benefits and can help to protect urban infrastructure from damaging rain events. Therefore, where underground watering systems are applicable, integrated stormwater runoff systems should be prioritized over irrigation systems. Where integrated storm water runoff systems are not reasonable due to limiting factors, irrigation systems may be proposed. Where irrigation systems are proposed, they must ensure that proper drainage is incorporated into the design and must comply with the Forestry and Horticulture Irrigation Specifications and Details.

Guidelines for Soil and Mulch Requirements

Soil is the most critical component for successful plant establishment. The following section provides requirements for soil quality and management to ensure that plant establishment, and to maximize environmental and aesthetic benefits to the urban forest and the city's green spaces.

All projects must comply with the soil and mulch requirements identified in specification Section 32 93 10 – Public Tree Planting in Soft Scape and Section 32 93 10.01 – Public Tree Planting in Hardscape.

Soil Quality and Testing

- Protection of native site soil is important and should be taken into consideration in locations where the soil has been tested and shown as a quality growing medium, and preservation of the soil is feasible.
- Native site soil that has been stockpiled or altered must be protected from contamination and compaction.
- Site soil may require amendments to de-compact or to improve fertility, aeration, and drainage. Amendments should only be used if soil testing has indicated a deficiency.
- The origin of all sourced soils must be certified.

Soil Volumes

Adequate soil volume is required to yield large, healthy trees. The amount of soil installed will influence the maximum size that a tree can achieve during its lifespan.

The City of Hamilton has identified the following soil volumes as minimum requirements for public trees:

Tree Planting Medium	Ornamental Trees / Small Caliper ≤ 40cm DBH (at maturity)	Shade Trees / Large Caliper ≥ 40cm DBH (at maturity)
Single tree planting, Minimum soil volume per tree	15m ³	21m ³
Multiple tree plantings in shared soil volume, Minimum soil volume per tree	10m ³	16m ³

Minimum soil volume and spacing guidelines are based on the mature size of trees. The Forestry and Horticulture Section has no specific soil volume requirements for shrubs, perennials, annuals, grasses, or turf. Soil must be installed to a volume that will provide sufficient root space for plants to establish and mature.

Guidelines for Plant Selection

To promote a healthy and sustainable growth, urban environment plants must be able to withstand difficult and extreme growing conditions. Therefore, careful selection of species is imperative to survivability, and needs to consider both the present, and future site conditions. Trees installed on public lands must comply with the most recent edition of the Ontario Landscape Tree Planting Guide published by Landscape Ontario.

Factors to consider when selecting plant species for use on public property:

- Use of native species, suitable for site conditions including salt tolerance and soil temperature, is preferred.
- Invasive species are not permitted. Refer to the latest information available from the Hamilton Conservation Authority and the Ontario Invasive Plant Council for lists for species classified as invasive within Ontario. Priority will be given to Hamilton Conservation Authority.
- All species submitted for approval for planting on public lands must comply with Forestry and Horticulture's "Approved Species List" for the appropriate application.
- Plant species that are considered regionally rare according to the Hamilton Natural Areas Inventory should not be selected to avoid introducing non-local genetics to the local gene pool. Refer to the Hamilton Natural Areas Inventory for more information.

Factors that must be considered when selecting plant species include, but are not limited to:

- Site conditions:
 - Soil composition, moisture levels, and available volume
 - Drainage
 - Microclimate
 - Traffic
 - Aspect
 - Soil salinity
- Existing utilities
- Anticipated benefits (environmental, social, and economic) for the site and adjacent areas
- Existing trees
- Land use
- Species characteristics:
 - Light, moisture, and soil requirements
 - production, allelopathic effects etc.)
 - Adverse characteristics (e.g. fruit, thorns, heavy seed
 - Size and form at maturity
 - Aesthetic appeal and surrounding urban design

- Maintenance requirements
- Hardiness zone
- Overall species composition to maintain species diversity
- Deciduous vs coniferous
- Resistance to pests / diseases
- Tolerance to salt, wind exposure, soil compaction, and urban pollution

Diversity Guidelines

The Forestry and Horticulture Section has developed these guidelines to ensure Hamilton's urban forest and greenspaces promote resilience against pests, diseases, and stresses attributed to the urban environment such as soil compaction, road salt, heat islands, air pollution, drought, shading, competition, soil volumes, wind tunnels etc.

The following provides a guideline for encouraging biodiversity and determining tree species composition for right-of-way and developments sites:

# of Trees to be Established	Maximum % of Genus
1-5	No restriction
5-20	50%
21-100	20%
100+	10%

Some circumstances may warrant deviating from diversity guidelines due to various reasons (heritage properties, etc.). In these circumstances, deviation from the guidelines must be approved by the Manager of Forestry and Horticulture.

Sourcing Nursery Stock

Plant quality is critical for successful establishment. All plant material installed on public lands must comply with the most recent edition of the Canadian Nursery Stock Standard published by the Canadian Nursery Landscape Association.

In addition to the Canadian Nursery Stock Standards, the Forestry and Horticulture Section has developed the following guidelines to ensure successful establishment of plant material.

Guidelines for Sourcing Trees

Refer to Section 32 93 10 – Public Tree Planting in Soft Scape and Section 32 93 10.01 – Public Tree Planting in Hardscape, see the Supplemental Documents Section of this Manual.

Guidelines for Sourcing Shrubs, Perennials, Grasses, and Turf

- Plant material shall be of standard quality, true to name and type, and be a first-class representative of the species or variety.



- Plants shall have normal, well-developed, and vigorous root systems. They shall be healthy, vigorous plants, free from defects, decay, sunscald injuries, insects, pests and all forms of infestation or objectionable disfigurements. See Canadian Nursery Stock Standard for detailed specifications.
- Plants shall have a well-established root system, reaching the sides of the container to maintain a firm ball when removed from the container, but shall not be root bound. Plants in containers shall not be grown in the same container for longer than two (2) growing seasons.
- The root mass of the plant shall be suitable to hold the medium together when removed from the container. Root circling and other root abnormalities must be corrected before planting to encourage proper root development and establishment and may be rejected.
- All plants shall be specified by both plant size and container size.

Handling & Transporting Plant Material

- To protect against abrasion, wind, exposure, extreme temperature, or moisture changes during transit to the planting site, plant material shall be protected by mesh tarpaulin or shade cloth to avoid damage during transport.
- Root balls shall be kept in a moist condition. All plants shall be held in a protection zone and guarded against damage, extreme temperatures, and desiccation. Prior to planting, all plants shall be kept well-watered and protected from extremes in temperatures.
- Plant material shall be handled in a manner to ensure the least amount of damage during the planting process.
- Trees and shrubs shall always be handled by the root ball or container. Under no circumstance should they be dragged, lifted, or pulled by the woody or foliage parts in a manner that will loosen the roots of the ball.
- Plants should never be thrown or bounced off a truck / loader to the ground.
- Tree trunks must be protected with wrap or padding, to be removed after planting is complete.
- Any abrasions of the tissue during delivery and site handling, caused in the planting operation, shall be corrected immediately. Such plants may be refused on site at time of delivery, or after installation.
- Broken limbs or abrasions caused in the planting operations shall be repaired immediately, and such plants may be refused on site at time of installation.
- No plant shall be harvested or transported from the time of bud break until the newly formed leaves are fully developed and matured. Any plant to be planted after the emergence of leaves, shall be harvested prior to bud break, and stored in a partially shaded area protected from winds.

Approved Tree Species

Trees proposed for planting within the right-of-way must adhere to Forestry and Horticulture's Approved Plant List. All Landscape Plans and proposed species will be reviewed by the city.

Approved Perennials, Shrubs and Grasses

Perennials, shrubs, and grasses proposed for planting within public land must be taken from Forestry and Horticulture's Approved Plant List.

Planting Season

Planting should only be performed when weather and soil conditions are suitable, in accordance with best practices.

Spring and fall are the preferred seasons to plant. Planting during the hot summer months should be avoided unless exceptional care is taken to prevent desiccation, and adequate water can be provided before, during, and after planting. These are general guidelines and planting seasons may be longer or shorter, dependant on weather conditions.

Unless otherwise approved by the Manager of Forestry and Horticulture, plant materials should be installed as follows:

- Turf, Grasses, Shrubs and Perennials – from April 15 to November 15.
 - Consideration should be made for wrapping conifers in roundabouts with burlap for 2 seasons after installation to reduce winter damage.
- Deciduous Trees – from March 1 to November 15.
- Transplanted Deciduous Trees – from March 1 to June 15.

Tree Protection During Construction

Every effort must be made to preserve healthy trees and to protect them from construction activities.

Tree protection in the City of Hamilton is shared between private and public land, however this manual addresses public trees only. Tree protection guidelines for privately owned trees for use by landowners and developers, are available through the Community Planning and Design Section of the Planning Division and available on the city's webpage.

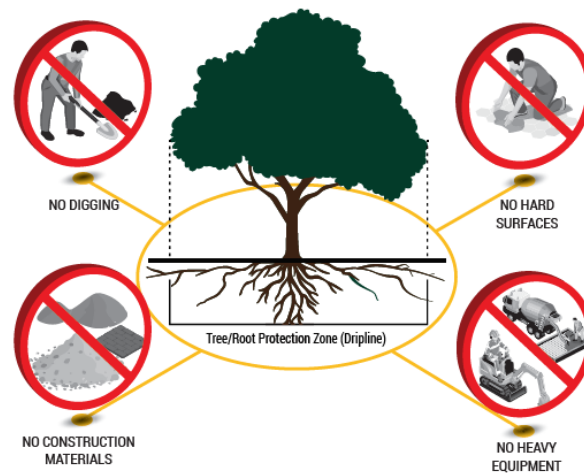
Tree Removal, Transplanting and Pruning

As per By-law 15-125 and the City of Hamilton's Public Tree Preservation and Sustainability Policy; removal, transplanting, and pruning of public trees is prohibited without an approved permit.

To reduce the likelihood of damages to preserved trees, permitted tree removals must only be completed once approved tree protection has been installed.

BEFORE YOU PROCEED

Contact Forestry before working around City trees.



Damage to Public Trees can result in fines up to **\$10,000** and a loss of canopy fee as per Public Tree Protection By-law 15-125.

For Information:

905-546-CITY (2489)
Urbanforest@hamilton.ca
hamilton.ca/trees



Figure 8: Public tree notice.

Transplanting trees is not recommended within the right-of-way due to utility conflicts. Transplanting must consider the time of year (see Planting Season section for timing), species characteristics, site conditions, tree size, tree structure, and the health and vigour of the tree.

Tree pruning must follow good arboricultural practice and be completed by a qualified Arborist (Ministry of Training, Colleges, and Universities), or by a certified Arborist with the International Society of Arboriculture (ISA). Public trees are maintained by the Forestry and Horticulture Section, therefore, any maintenance pruning would be completed by Forestry staff. In some cases, pruning is required to reduce the likelihood of injury to trees throughout construction.

Pruning should be considered during the design phase to ensure trees are pruned to provide adequate clearance for construction vehicles, access, and proposed structures and pre-pruning activities must be approved by an Urban Forest Health Technician through the issuance of a permit.

All pruning works must adhere to specification Section 32 01 90.23 - Public Tree Pruning.

Potential Remedial Action for Trees Impacted by Construction

Retained trees that are impacted by construction must be immediately reported to the Forestry and Horticulture Section by contacting urbanforest@hamilton.ca mitigation efforts will be identified by the Urban Forest Health Technician assigned to the file.

Impacts include, but are not limited to, any of the following:

- Scrapes / abrasions to the above ground tree parts (trunk and limbs);
- Broken limbs; and / or,
- Exposed or severed roots.

Mitigation for trees impacted by construction may include any of the following, or a combination, and must be completed by a Certified Arborist:

- Decompaction / aeration of soil using pneumatic aeration tools;
- Mulching of the drip line or critical root zone;
- Pruning of damaged branches;
- Bark tracing around stem wounds;
- Root pruning;
- Fertilization;
- Other treatments, as deemed necessary; or,
- Removal of the tree if mitigation is not reasonable.

Refer to specification Section 02 50 00 – Soil Mitigation for Existing Public Trees for a complete list of requirements.

Hoarding

Review the City of Hamilton Standard Details PK-1100.01 – Tree Hoarding, Streets and PK 1100.02 – Tree Hoarding, Parks, and specification Section 32 01 90.33 - Public Tree Preservation and Protection.

Watering and Mulching

Refer to specification Section 32 01 90.33 - Public Tree Preservation and Protection for watering and mulching requirements during the construction period and warranty period.

Soil Compaction

Trees require adequate soil compaction to provide support for root systems; however, overly compacted soil reduces soil health, available root space, air and water exchange

capacity, nutrient uptake capacity, water retention capacity and can damage existing roots.

To avoid soil compaction, ensure construction and development, including ingress and egress, and all staging areas, are kept outside of the critical root zone of existing trees and future planned trees.

Soil protection methods must be utilized in areas adjacent to tree protection zones, where temporary access or work must occur within the critical root zone of existing trees to remain, and to reduce soil compaction for future trees and plants.

The installation of soil compaction protection must be reviewed and approved by the Urban Forest Health Technician assigned to the file.

Soil Compaction Protection Methods may include, but is not limited to:

- Limiting site traffic;
- Identify site ingress and egress and storage / staging areas;
- Root curtain systems; and,
- Installation of temporary protection layer to disperse weight of equipment, building materials and / or stocked materials (soil).

Refer to specification Section 32 01 90.33 – Public Tree Preservation and Protection and specification Section 02 50 00 – Soil Protection for Public Trees for all soil protection requirements.

Excavation

Any required excavation within the dripline of a tree that has been approved by an Urban Forest Health Technician must be conducted utilizing a non-invasive excavation method, such as directional boring, pneumatic excavation (Air-Spade), hydro-vac, or hand-digging with the objective of root preservation.

Excavation using directional boring is the preferred method of utility installation. Minimum depth of cover is 1.00m – 1.50m, dependant on level of disturbance.

Refer to specification Section 32 01 90.33 – Public Tree Preservation and Protection.

Root Pruning

Root pruning must be done in advance of any excavation within 1m of a tree protection zone. Pruning must be done through a non-invasive excavation method outside the area of disturbance to proactively prune roots that could be damaged by the excavation.

Where roots have been injured, if the root(s) are greater than 20mm in diameter, the Urban Forest Health Technician assigned to the file must be consulted immediately.

If excavation within the tree dripline is required, Forestry and Horticulture approval must be obtained prior to commencing work, and root pruning must be done by, or under the supervision of, a certified Arborist. Root pruning should comply with the Arboricultural Best Practices (ANSI A300 – 2013 Root Management Standard or equivalent).

Refer to specification Section 32 01 90.33 – Public Tree Preservation and Protection for the full list of requirements for all root pruning works.

Warranty Period and Assumption of Assets

Newly installed public assets are subject to a two (2) year warranty period. Prior to the commencement of the warranty period, the Manager of Forestry and Horticulture, or authorized designate must have completed the required inspections and received the required documents, in accordance with specification Section 01 77 00 – Closeout Submittals and Procedures and Section 01 91 13 – Commissioning Requirements.

The owner is responsible to maintain and operate the public assets until the completion of the warranty period. Specific requirements during the warranty period are identified within the respective specification sections.

The requirements identified are to ensure a smooth transition of asset ownership, ensure that assets are documented within the city's geographic information system (GIS) and ensure that all assets are maintained according to best practices and that the city has assigned staff to complete the maintenance work.

For projects that include Horticulture assets:

- Contact the Superintendent of Horticulture during the design phase to ensure the project is reviewed;
- Prior to soil installation, ensure the Superintendent of Horticulture has reviewed soil test results;
- The Superintendent of Horticulture must inspect the project site during the installation of soil, irrigation systems (including water meter and backflow), plant materials and mulch; and,
- Upon project completion, the Superintendent of Horticulture must inspect the project site.

SUPPLEMENTAL DOCUMENTS

Bylaws

Refer to City of Hamilton By-Law webpage: <https://www.hamilton.ca/city-council/by-laws-enforcement/search-by-laws>

Public Trees By-law 15-125

(Private) Ancaster Tree By-law 2000-118

(Private) Dundas Tree By-law 4513-99

(Private) Stoney Creek Tree By-law 4401-96

(Private) Woodlot By-law 14-212

(Private) Woodland Conservation R00-054

City of Hamilton User Fees and Charges By-Law (updated annually)

Prevention of Backflow into the Water Distribution System of the City of Hamilton By-Law 10-103, [Website Link](#)

Policy

City of Hamilton Public Tree Preservation and Sustainability Policy

Permit

Application to Remove or Injure Trees on Public Property

Construction Specifications (Forestry)

Section 00 01 10 – Table of Contents

Section 01 33 00 – Submittal Procedures

Section 01 33 00.01 – Public Tree Permitting

Section 01 77 00 – Closeout Submittals and Procedures

Section 01 91 13 – Commissioning Requirements

Section 02 50 00 – Soil Mitigation for Existing Public Tree Planting in Soft Surfaces

Section 02 50 00.01 – Soil Protection for Public Trees

Section 03 10 00 – Concrete Forming and Accessories, Curbed Planter Bed, Raised Planter Bed and Suspended Concrete Slab
Section 03 20 00 – Concrete Reinforcing, Raised Planter Bed and Suspended Concrete Slab
Section 03 30 00 – Cast-in-Place Concrete, Curbed Planter Bed, Raised Planter Bed and Suspended Concrete Slab
Section 31 11 00 – Selective Public Tree Removal
Section 32 01 90.23 – Public Tree Preservation and Protection
Section 32 33 00 – Site Furnishings
Section 32 93 10 – Public Tree Planting in Soft Scape
Section 32 93 10.01 – Public Tree Planting in Hardscape
Section 32 93 10.02 – Public Tree Planting, Suspended Concrete Slab
Section 32 93 10.03 – Public Tree Planting, Soil Cells

Construction Details (Forestry)
General Details
PK 1100.01 – Tree Hoarding – Streets
PK 1100.02 – Tree Hoarding – Parks
PK 1101.01 Mulch Existing Trees
PK 1105.03 – Deciduous Tree Planting
PK 1105.04 – Tree Planting
PK 1105.05 – Deciduous Tree Planting with Stakes revised
PK 1110.02 – Coniferous Tree Planting
PK 1140.01 – Planting Bare Root Shrub
Hardsurface Details
FH 500 – Hard Surface Detail Hierarchy
FH 501 – Sodded Boulevard (Plan View)

FH 501.01 – Sodded Boulevard (Section View)
FH 502 – Open Planting Bed with Curb (Plan View)
FH 502.01 – Open Planting Bed with Curb (Section View)
FH 503 – Open Planting Bed with Curb, Soil Trench (Plan View)
FH 503.01 – Open Planting Bed with Curb, Soil Trench (Section View – a)
FH 503.02 – Open Planting Bed with Curb, Soil Trench (Section View – b)
FH 503.03 – Open Planting Bed with Curb, Soil Trench (Section View – c)
FH 504 – Open Planting Bed with Curb, Soil Cells (Plan View)
FH 504.01 – Open Planting Bed with Curb, Soil Cells (Section View)
FH 505 – Open Planting Bed in Raised Planter (Plan View)
FH 505.01 – Open Planting Bed in Raised Planter (Section View)
FH 505.02 – Open Planting Bed in Raised Planter with Geocellular Reservoir (Section View)
FH 506 – Open Planting Bed with Tree Grate, Soil Trench or Soil Cells (Plan View)
FH 506.01 – Open Planting Bed with Tree Grate, Soil Trench (Section View)
FH 506.02 – Open Planting Bed with Tree Grate, Soil Cells (Section View)

Construction Specifications (Horticulture)
Irrigation Installation Specifications
SP 800 Horticulture Soil Specification

Construction Details (Horticulture)
PK 1141.01 – Planting Potted Shrub
City of Hamilton Backflow Prevention Program, Website Link
Standard Water Main Drawing Index (WM 207.01 & WM 207.03), Website Link

Bibliography

- Bardekjian, A. (2018). Compendium of best urban forest management practices. Second Edition. Originally commissioned to Tree Canada by Natural Resources Canada. Retrieved from: <https://treecanada.ca/resources/canadian-urban-forest-compendium/>
- Canadian Landscape Standards, 2nd edition, 2023: <https://www.csla-aapc.ca/standard>
- Canadian Nursery Stock Standard, 9th Edition: <https://cnla.ca/training/cnss>
- City of Guelph Tree Technical Manual
<https://guelph.ca/city-hall/planning-and-development/how-to-develop-property/development-applications-guidelines-fees/treetechnicalmanual/>
- City of Hamilton Right-of-Way Utility Installation and Permit Manual
<https://www.hamilton.ca/sites/default/files/media/browser/2015-04-22/right-of-way-manual.pdf>
- Growing Medium Specifications (Soil Requirements):
https://www.toronto.ca/wp-content/uploads/2017/11/89e9-ecs-specs-roadspecs-TS_5.10_Apr2014.pdf
- Guide for Plant Appraisal, 10th Edition, 2020, Revised by the Council of Tree and Landscape Appraisers: <https://www.isa-arbor.com/store/product/4390>
- Hamilton Natural Areas Inventory Project, 3rd Edition, 2014. Available from Hamilton Conservation Authority, 838 Mineral Springs Rd, Ancaster, ON L9G 4X1.
- Invasive Plants Ontario: <https://www.eddmaps.org/ontario/>
- Ontario Landscape Standard, 2004:
https://landscapeontario.com/attach/1246977850.Landscape_Guidelines.pdf
- Ontario Landscape Tree Planting Guideline, 2019:
<https://landscapeontario.com/ontario-landscape-tree-planting-guide>
- Protected Species List Ontario: <https://www.ontario.ca/page/species-risk-ontario#section-8>
- Tree Planting Solutions in Hard Boulevard Surfaces Best Management Practices
https://issuu.com/dtah/docs/iii-iv_best-practices-manual_append



Hamilton

**WASTE MANAGEMENT SUB-COMMITTEE
MINUTES WMSC 25-002**

Monday, May 5, 2025
1:30 p.m.
Room 264, 2nd Floor (Hybrid)
City Hall, Hamilton

Present: Councillor M. Francis (Chair), Councillor A. Wilson (Vice Chair) (virtually), Councillor M. Tadeson, H. Govender (virtually), P. Hargreave (virtually), K. Hunt and L. Nielsen

1. CALL TO ORDER

Chair Francis called the meeting to order at 1:30 p.m.

2. CEREMONIAL ACTIVITIES

There were no Ceremonial Activities.

3. APPROVAL OF AGENDA

(Hunt/Neilson)

That the agenda for the May 5, 2025 Waste Management Sub-Committee meeting, be approved, as presented.

CARRIED

4. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. APPROVAL OF MINUTES OF PREVIOUS MEETING

(A. Wilson/Tadeson)

That the following Minutes of the Waste Management Sub-Committee be adopted, as presented:

5.1 November 14, 2024

5.2 February 18, 2025 - No Quorum

CARRIED

6. DELEGATIONS

There were no Delegations.

7. ITEMS FOR INFORMATION

7.1 Presentations from the February 18, 2025 Waste Management Sub-Committee Agenda

Due to a lack of quorum, the following presentations were heard at the February 18, 2025 meeting, however, not received:

- 7.1(a) Glanbrook Landfill – Stage 3 Development (no copy)**
- 7.1(b) Blue Box Transition (no copy)**
- 7.1(c) Solid Waste Management Master Plan (no copy)**
- 7.1(d) Multi-Residential Garbage Cart Pilot (no copy)**
- 7.1(e) Promotion and Education Update (no copy)**
- 7.1(f) Waste Diversion at City Facilities (no copy)**

(Neilson/Tadeson)

That the following presentations be received:

- 7.1(a) Glanbrook Landfill – Stage 3 Development**
- 7.1(b) Blue Box Transition**
- 7.1(c) Solid Waste Management Master Plan**
- 7.1(d) Multi-Residential Garbage Cart Pilot**
- 7.1(e) Promotion and Education Update**
- 7.1(f) Waste Diversion at City Facilities**

CARRIED

7.2 Solid Waste Management Master Plan

Glenn Watt, Senior Project Manager, Long-Term Waste Planning, addressed Committee respecting the Solid Waste Management Master Plan, with the aid of a PowerPoint presentation.

7.3 Blue Box Transition

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee respecting Blue Box Transition, with the aid of a PowerPoint presentation.

7.4 Waste Composition Studies - REVISED

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee respecting the Waste Composition Studies, with the aid of a PowerPoint presentation.

7.5 Promotion and Education Update

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee respecting the Promotion and Education Update, with the aid of a PowerPoint presentation.

7.6 Diversion Containers at Hamilton Stadium

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee respecting Diversion Containers at Hamilton Stadium, with the aid of a PowerPoint presentation.

7.7 Compressed Natural Gas Waste Collection Vehicles

Joel McCormick, Manager of Waste Collections, addressed the Committee, respecting Compressed Natural Gas Waste Collection Vehicles, with the aid of a PowerPoint presentation.

7.8 2020 Solid Waste Management Master Plan Update Action Items

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee, respecting 2020 Solid Waste Management Master Plan Update Action Items, with the aid of a PowerPoint presentation.

(Hunt/Tadeson)

That the Items for Information respecting the following matters, be received:

7.2 Solid Waste Management Master Plan

7.3 Blue Box Transition

7.4 Waste Composition Studies – REVISED

7.5 Promotion and Education Update

7.6 Diversion Containers at Hamilton Stadium

7.7 Compressed Natural Gas Waste Collection Vehicles

7.8 2020 Solid Waste Management Master Plan Update Action Items

CARRIED

8. ITEMS FOR CONSIDERATION

There were no Items for Consideration.

9. MOTIONS

There were no Motions.

10. NOTICE OF MOTIONS

There were no Notice of Motions.

11. GENERAL INFORMATION / OTHER BUSINESS

There was no General Information / Other Business.

12. ADJOURNMENT

There being no further business, the Waste Management Sub-Committee adjourned at 2:51 p.m.

Respectfully submitted,

Carrie McIntosh
Legislative Coordinator
Office of the City Clerk

Councillor Matt Francis
Chair, Waste Management Sub-
Committee



City of Hamilton Report for Consideration

To:	Chair and Members Public Works Committee
Date:	May 20, 2025
Report No:	PW25027
Subject/Title:	Proposed Permanent Closure of a Portion of Road Allowance Between 75 & 83 Frederick Avenue, Hamilton
Ward(s) Affected:	Ward 4

Recommendations

1. That the application from the City of Hamilton's Corporate Real Estate Office, to permanently close and retain a portion of the untravelled road allowance between 75 & 83 Frederick Avenue, Hamilton, and to be assigned the municipal address of 79 Frederick Avenue, Hamilton, ("Subject Lands"), as shown on Appendix "A" and "B", attached to Report PW25027, **BE APPROVED**, subject to the following conditions:
 - 1.1. That the City Solicitor **BE AUTHORIZED** and **DIRECTED** to prepare all necessary by-laws to permanently close the highway, in accordance with the *Municipal Act, 2001*, for enactment by Council;
 - 1.2. That the City Solicitor **BE AUTHORIZED** and **DIRECTED** to register a certified copy of the by-law(s) permanently closing and retaining the highway in the proper land registry office;
 - 1.3. That the City Solicitor **BE AUTHORIZED** to amend and waive such terms as they consider reasonable to give effect to this authorization and direction;
 - 1.4. That the Public Works Department **BE REQUIRED** to publish a 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;

Proposed Permanent Closure and Sale of Portion of Road Allowance Between
75 & 83 Frederick Avenue, Hamilton (PW25027) (Ward 4)

Page 2 of 4

- 1.5. That the applicant **BE FULLY RESPONSIBLE** for the deposit of a reference plan in the proper land registry office, and that said plan **BE PREPARED** by an Ontario Land Surveyor to the satisfaction of the Manager, Geomatics and Corridor Management Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section.

Key Facts

- The City of Hamilton's Corporate Real Estate Office has made an application to permanently close and retain a portion of the road allowance between municipal addresses 75 & 83 Frederick Avenue, Hamilton.
- The applicant proposes this closure to support and prepare the lands for future affordable housing development.
- There were no internal objections from any City department, division, or public utility.
- There were no external objections from any abutting landowners.
- Staff are supportive of the application from the City of Hamilton's Corporate Real Estate Office to close the Subject Lands.

Financial Considerations

Financial: The applicant has paid the 2024 Council approved user fee of \$5,270.79. The Subject Lands will be retained by the City of Hamilton's Corporate Real Estate Office of the Planning and Economic Development Department.

Staffing: N/A

Legal: The City Solicitor will prepare all necessary by-laws to permanently close 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.

Background

The Subject Lands, being a 15.24 metre-wide road established by Registered Plan 395 in 1906. On November 12, 2024, staff received an application from the Corporate Real Estate Office, to stop up, close, and retain the Subject Lands for the future development of affordable housing.

Analysis

As the closure of the Subject Lands supports future development and there were no internal objections received from any City department, division, or public utility, and there were no external objections received from any abutting landowner, staff are in support of the closure of the Subject Lands.

Alternatives

None.

Relationship to Council Strategic Priorities

Responsiveness & Transparency – Prioritize customer service and proactive communication. - Emphasize exceptional customer service and proactive communication. The procedure for permanent road, alley, and walkway closures is a public service that allows individuals to apply and purchase a portion of public highway through an application submission process.

Previous Reports Submitted

None.

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

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

No utility company has advised that they will require easement protection.

Notice of the proposal was sent to all abutting property owners of the Subject Lands, as shown on Appendix “B”, attached to Report PW25027 for comment. In this instance, there were 2 notices mailed, and the results are as follows:

Proposed Permanent Closure and Sale of Portion of Road Allowance Between
75 & 83 Frederick Avenue, Hamilton (PW25027) (Ward 4)

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In favour: 0

Opposed: 0

No objection: 0

Staff did not receive any responses during the external circulation period.

Appendices and Schedules Attached

Appendix A: Aerial Drawing

Appendix B: Location Plan

Prepared by:

Laura-Lynn Fernandes, Right-of-Way Coordinator
David Lamont, Manager, Geomatics & Corridor Management
Public Works, Engineering Services, Geomatics & Corridor
Management

**Submitted and
recommended by:**

Jackie Kennedy, Director, Engineering Services
Public Works, Engineering Services



AERIAL DRAWING

PROPOSED CLOSURE OF
PORTION OF

Frederick Avenue,
Hamilton

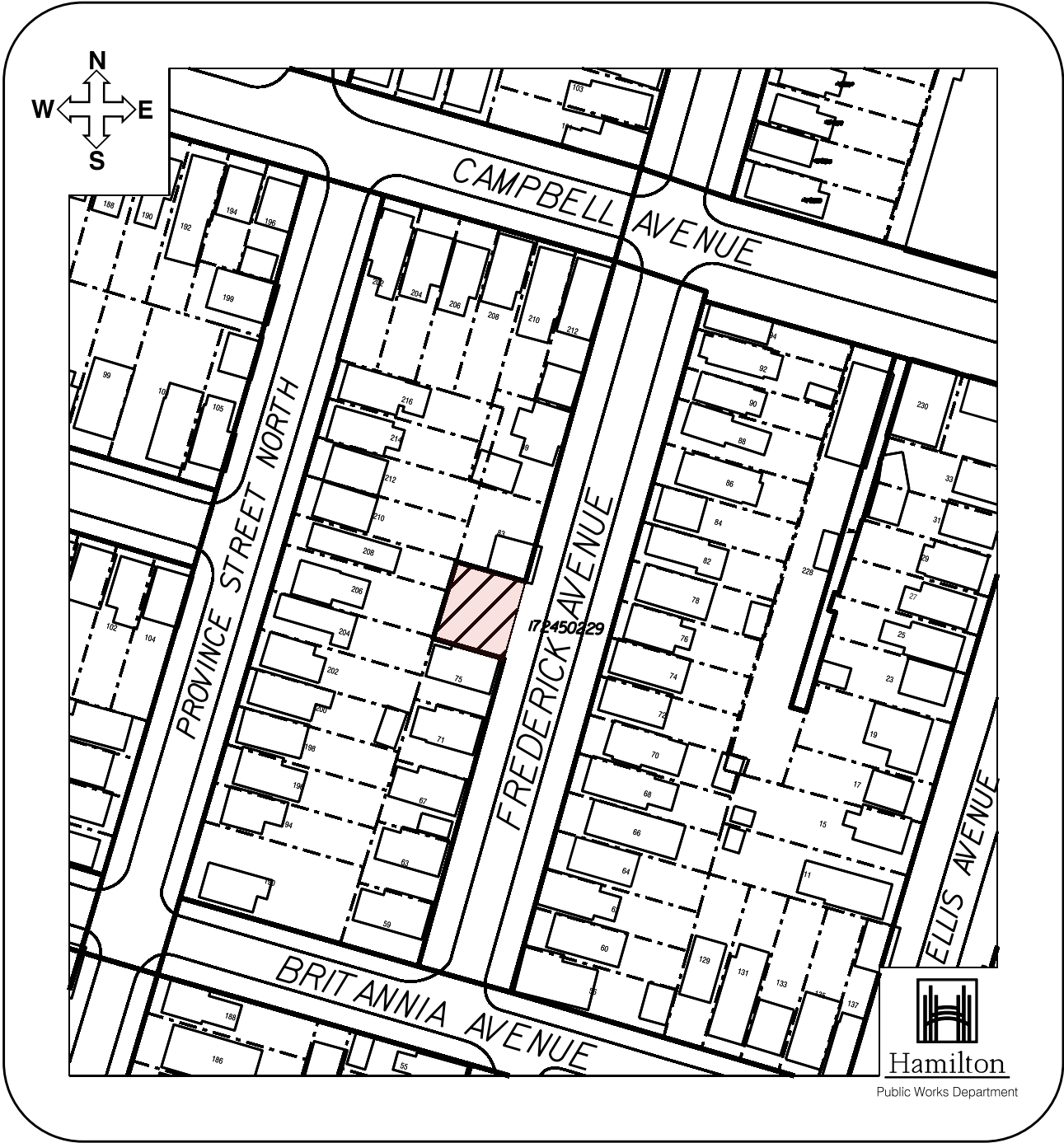
CITY OF HAMILTON
PUBLIC WORKS | ENGINEERING SERVICES

LEGEND

SUBJECT LANDS
TO BE CLOSED

DATE: 11/20/2024	Not to Scale	Sketch By: LLF
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REFERENCE FILE NO: PW24_




LOCATION PLAN

PROPOSED CLOSURE OF
PORTION OF

Frederick Avenue,
Hamilton

CITY OF HAMILTON
PUBLIC WORKS | ENGINEERING SERVICES

LEGEND



SUBJECT LANDS
TO BE CLOSED

DATE: 11/20/2024	Not to Scale	Sketch By: LLF
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REFERENCE FILE NO: PW24_



City of Hamilton Report for Consideration

To:	Public Works Committee
Date:	May 20, 2025
Report No:	PW25028
Subject/Title:	Municipal Representation on Halton-Hamilton Source Protection Committee
Ward(s) Affected:	City Wide

Recommendations

- 1) That the City of Hamilton **APPOINT** the Senior Project Manager, Source Protection Planning (Risk Management Official) of the Hamilton Water, Public Works Department to the Source Protection Committee for the Halton-Hamilton Source Protection Region.
- 2) That the City of Hamilton's City Clerk **FORWARD** a copy of this report to the Halton-Hamilton Source Protection Authority.

Key Facts

- The Halton-Hamilton Source Protection Committee, established under *Ontario's Clean Water Act*, 2006, plays an important role in safeguarding municipal drinking water sources. This multi-stakeholder group, which includes representatives from municipalities, economic sectors, and the public is tasked with developing and maintaining watershed-based source protection plans.
- The Halton-Hamilton Source Protection Committee consists of three municipal members each representing a group of municipalities.
- The position representing the City of Hamilton, Town of Grimsby, and Niagara Region is currently vacant following Councillor McMeekin's resignation, attached as Appendix "A" to Report PW25028.
- Other council members have been considered, but due to conflicts with the *Conservation Authority Act* provisions, they cannot be appointed to the Source Protection Committee.

Financial Considerations

N/A

Background

The *Clean Water Act*, 2006 and its associated regulations were created with the purpose of protecting existing and future sources of drinking water through the development of watershed-based Source Protection Plans (Plans). These plans are science-based and aim to prevent, reduce, or eliminate risks to municipal water sources. As per O.Reg. 288/07, the Source Protection Authorities established local Source Protection Committees that oversaw the production of the Plans and their approval.

The purpose of the Source Protection Committee, which is a responsibility of the lead Source Protection Authority to create and coordinate, is to ensure that all relevant information is taken into account and to consult with the community when developing and updating the Source Protection Committee in accordance with the requirements of the *Clean Water Act*, 2006; its regulations, technical rules and provincial direction.

The Halton-Hamilton Source Protection Committee was approved in 2015 and later updated in 2022, and its policies are currently being implemented. As such, the Source Protection Committee focus is to ensure that the Plan's policies are comprehensive and effective in meeting their objective to reduce risk to municipal drinking water supplies.

The Halton-Hamilton Source Protection Committee structure has a total of nine members plus the chair with three municipal members. Each member represents the municipal groups as follows:

1. City of Hamilton, Town of Grimsby, Niagara Region
2. Regions of Halton and Peel, Cities of Burlington and Mississauga, and Towns of Milton, Oakville, and Halton Hills
3. County of Wellington and Township of Puslinch

Approximately 1.4 km² of land within the jurisdiction of the Town of Grimsby lies within the Hamilton Conservation Authority watershed and as such the Town of Grimsby and Niagara Region are to be represented on the Halton-Hamilton Source Protection Committee. Due to the limited area of land and to the fact that policies contained within the Halton-Hamilton Source Protection Plan do not impact the lands within Niagara Region boundaries, it was previously agreed that the City of Hamilton should also represent the Town of Grimsby and Niagara Region on the Committee. Niagara Region and the Town of Grimsby Councils have approved the support for the proposed municipal groupings and nomination of the City of Hamilton representative to act on their behalf.

The remaining six committee members comprise three representatives from the economic sector (agricultural, industrial, and commercial) and three representatives of other interests (environment, health & the general public).

Members are expected to attend meetings of the committee, act as liaison by bringing forward concerns in their sector, assist in communicating the committee's work, attend public consultation and make decisions at the committee table.

Analysis

Staffing Considerations:

The Public Works Department through their Source Protection Planning Group under the broader Hamilton Water Division, Watershed Management Section, ensures the City's compliance with the *Clean Water Act*, 2006, while collaborating with other sections within the City to raise awareness of the *Clean Water Act* requirements. The Source Protection Planning Group also ensures that the collective thoughts and expertise of staff are included in Source Protection Plan updates and various Source Protection Authorities meetings. In addition, this group also plays a key role in the implementation of the Source Protection Planning policies applicable to the City of Hamilton.

The suggested appointment of a City of Hamilton staff member can effectively be implemented with the existing staffing complement particularly because the nominee has been a liaison member of the Halton-Hamilton Source Protection Committee. Time commitment is projected to be three to four committee meetings per year with periodic communication in between.

Staff also reviewed the composition of municipal membership in Source Protection Committees across the province. The review findings indicated that the majority of comparable municipalities recommended Public Works Department staff, such as designated Risk Management Officials (i.e. Halton Region, Peel Region, York Region, City of Guelph), for appointment to the Committees. Risk Management Officials play a significant role in the implementation and monitoring of the Source Protection Plans now that the policy development phase of the Plans has been completed.

As such, it is recommended that the position of Senior Project Manager, Source Protection Planning (Risk Management Official) in the Hamilton Water Division, Public Works Department be nominated to represent the City of Hamilton, Town of Grimsby, and Niagara Region on the Halton-Hamilton Source Protection Committee.

Staff also confirmed with the Town of Grimsby and Niagara Region that their shared municipal member representation, approved by their Council in 2016, remains in effect to represent their source protection interests, attached as Appendix "B" and "C" to Report PW25028.

Legal Implications:

The Source Protection Authority is tasked with appointing members of the Source Protection Committee, with one-third of the appointed committee members reflecting the interests of the municipalities located within the region as per O.Reg. 288/07, under the *Clean Water Act*, 2006. Within the same regulation, municipalities are asked to submit

the name of a joint nominee to the Source Protection Authority. Failure of the municipality to select a representative permits the Source Protection Authority to select a person to be appointed on their behalf and represent the municipal group.

Alternatives

1. Do nothing; as per the *Clean Water Act*, 2006 regulations, O. Reg. 288/07, if the municipality does not appoint a joint nominee, the Source Protection Authority will appoint members on their behalf. This is not a recommended alternative as it leaves membership and resulting decision making powers and representation to an individual that may not be suitable from the City of Hamilton's perspective.
2. Select a member different than the nominee recommended herein; this alternative includes other staff representation. This alternative still ensures the City is represented by its chosen member and will allow for the broad input of technical information available or draw on the background and expertise of staff.

Relationship to Council Strategic Priorities

1. Sustainable Economic & Ecological Development
 - 1.4. Protect green space and waterways.

Previous Reports Submitted

- [PW16039, Municipal Representation on the Halton-Hamilton Source Protection Committee](#), Public Works Committee, May 16, 2016

Consultation

- City of Hamilton, Public Works Department
- Halton-Hamilton Source Protection Authority
- Councillor McMeekin's Office, City of Hamilton
- Regional Municipality of Niagara
- Town of Grimsby

Appendices and Schedules Attached

- Appendix A: Motion of Resignation from the Halton-Hamilton Source Protection Committee, September 25, 2024.
- Appendix B: Niagara Region Public Works Committee Meeting Minutes, Item 5.1. PW 13-2016, Halton - Hamilton Source Protection Committee Representation, March 29, 2016.
- Appendix C: The Town of Grimsby, Public Works Committee Meeting Minutes, Item Number 5 (b), PW16-9, February 10, 2016.

Municipal Representation on Halton-Hamilton Source Protection Committee
(PW25028) (City Wide)

Page **5** of **5**

Prepared by: Carmen Vega, Senior Project Manager
Public Works, Hamilton Water, Watershed Management

**Submitted and
recommended by:** Cari Vanderperk, Director
Public Works, Hamilton Water, Watershed Management

CITY OF HAMILTON

MOTION

Council Date: September 25, 2024

MOVED BY COUNCILLOR T. JACKSON.....

SECONDED BY COUNCILLOR

Halton-Hamilton Water Source Protection Committee – Resignation

WHEREAS, the meetings of the Halton-Hamilton Water Source Protection Committee conflict with the City of Hamilton's Standing Committee and Council meetings.

THEREFORE, BE IT RESOLVED:

That Council accept Councillor McMeekin's resignation from the Halton-Hamilton Water Source Protection Committee, effective immediately.

**THE REGIONAL MUNICIPALITY OF NIAGARA
PUBLIC WORKS COMMITTEE
MINUTES**

**PWC 4-2016
Tuesday, March 29, 2016
Council Chamber
Niagara Region Headquarters, Campbell West
1815 Sir Isaac Brock Way, Thorold, ON**

Committee: Augustyn, Bentley, Burroughs, Campion, Caslin (Regional Chair), Diodati, Gale, Grenier, Heit, Hodgson, Joyner, Kenny, Luciani, Marshall, Maves (Committee Chair), Petrowski, Quirk (Committee Vice Chair), Redekop, Rigby, Sendzik, Timms, Volpatti.

Absent/Regrets: Jeffs, MacGregor.

Staff: M. Cruickshank, Legal Counsel, A. M. Norio, Legislative Coordinator, N. Palomba, Director, Transportation Services, H. Schlange, Chief Administrative Officer, P. Smeltzer, Director, Water & Wastewater Services, L. Torbicki, Manager, Waste Policy and Planning, R. Tripp, Commissioner, Public Works, R. Walton, Regional Clerk

1. CALL TO ORDER

Committee Chair Maves called the meeting to order 9:33 a.m.

2. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. PRESENTATIONS

There were no presentations.

4. DELEGATIONS

There were no delegations.

5. **ITEMS FOR CONSIDERATION**

5.1. **PW 13-2016**

Halton-Hamilton Source Protection Committee Representation

Moved by Councillor Rigby
Seconded by Councillor Timms

That Report PW 13-2016, dated March 29, 2016, respecting Halton-Hamilton Source Protection Committee Representation **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the recommendation for Niagara Region to accept the proposed representative structure put forth by the Halton-Hamilton Source Protection Committee **BE APPROVED**; and
2. That the nomination for the City of Hamilton to represent Niagara Region on the Halton-Hamilton Source Protection Committee **BE APPROVED**.

Carried

5.2. **PW 18-2016**

Regional Road 102 (Stanley Avenue) Designated Lanes

Moved by Councillor Quirk
Seconded by Councillor Bentley

That Report PW 18-2016, dated March 29, 2016, respecting Regional Road 102 (Stanley Avenue) Designated Lanes **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the lane designations as outlined in Report PW 18-2016 **BE APPROVED**; and
2. That the necessary by-law **BE PREPARED** and **PRESENTED** to Council for consideration.

Carried

6. **CONSENT ITEMS FOR INFORMATION**

6.1. **PW 17-2016**

Niagara Specialized Transit Fare Update

Moved by Councillor Grenier
Seconded by Councillor Burroughs

That Report PW 17-2016, dated March 29, 2016, respecting Niagara Specialized Transit Fare Update, **BE RECEIVED** for information.

Carried

Councillor Information Request(s):

Include the impact of *Accessibility for Ontarians with Disabilities Act* regulations on inter-municipal transit in future updates. Councillor Grenier.

Ensure an examination of the zone boundaries is undertaken as part of inter-municipal transit planning. Councillor Augustyn.

Examine changing the zones based on cost of operation and ridership regardless of municipal boundaries. Councillor Timms.

Consider developing a model that is based on trip length (i.e. kilometres) instead of through zones (i.e. less than 10 kms would be charged the fare for a one zone trip). Councillor Marshall.

6.2. **PWC-C 11-2016**

Councillor Information Request (Feb. 16, 2016 PWC)

Moved by Councillor Petrowski
Seconded by Councillor Bentley

That Correspondence Item PWC-C 11-2016, dated March 29, 2016, being a memorandum from P. Smeltzer, Director, Water & Wastewater Services, Councillor Information Request (Feb. 16, 2016 PWC), **BE RECEIVED** for information.

Carried

Public Works Committee
Open Session Minutes PWC 4-2016
March 29, 2016

6.3. PWC-C 14-2016

South Side Low Lift Budget Update

Moved by Councillor Volpatti
Seconded by Councillor Kenny

That Correspondence Item PWC-C 14-2016, dated March 29, 2016, being a memorandum from P. Smeltzer, Director, Water & Wastewater Services, respecting South Side Low Lift Budget Update, **BE RECEIVED** for information.

Carried

7. **OTHER BUSINESS**

7.1. Water & Wastewater Master Plan - Future Planning

Councillor Luciani inquired about the options for implementing a wastewater plant that would service both Thorold and Niagara Falls. Ron Tripp, Commissioner, Public Works, advised that staff are evaluating this as part of the Water & Wastewater Master Plan and part of the analysis includes examining potential service areas and determining the most appropriate approach.

7.2. Customs Pre-Clearance

Councillor Rigby requested staff provide a report that includes all four bridges in the pre-clearance initiative related to the motion introduced at the Regional Council meeting of March 24, 2016 respecting support for the implementation of a bi-national pre-clearance initiative at the Peace Bridge.

7.3. Niagara Region Transit - Discounted Fares

Moved by Councillor Petrowski
Seconded by Councillor Volpatti

That staff **PROVIDE** a report outlining a range of options for a discounted fare structure for assisted income or low income users of Niagara Region Transit at the Public Works Committee meeting being held on May 10, 2016.

Carried

Public Works Committee
Open Session Minutes PWC 4-2016
March 29, 2016

8. MOTION FOR CLOSED SESSION

Moved by Councillor Volpatti
Seconded by Councillor Marshall

That this Committee **DO NOW MOVE** into Closed Session for the purposes of receiving information of a confidential nature respecting:

A Matter Respecting Advice that is Subject to Solicitor/Client Privilege and Respecting Litigation – Helena Street Spill Update; and

A Matter of Litigation or Potential Litigation Affecting the Municipality – Southside Low Lift Sewage Pumping Station Upgrade and CSO Tank Construction, Niagara Falls

Carried

9. CLOSED SESSION

Committee resolved into closed session at 11:27 a.m.

Committee reconvened in open session at 11:55 a.m. with the following persons in attendance:

Committee:	Augustyn, Bentley, Gale, Heit, Joyner, Kenny, Marshall, Maves (Committee Chair), Petrowski, Redekop, Rigby, Timms, Volpatti.
Absent/Regrets:	Burroughs, Campion, Diodati, Caslin (Regional Chair), Grenier, Hodgson, Jeffs, Luciani, MacGregor, Quirk, Sendzik.
Staff:	M. Cruickshank, Legal Counsel, A. M. Norio, Legislative Coordinator, N. Palomba, Director, Transportation Services, H. Schlange, Chief Administrative Officer, P. Smeltzer, Director, Water & Wastewater Services, L. Torbicki, Manager, Waste Policy and Planning, R. Tripp, Commissioner, Public Works, R. Walton, Regional Clerk.

Public Works Committee
Open Session Minutes PWC 4-2016
March 29, 2016

10. BUSINESS ARISING FROM CLOSED SESSION ITEMS

Moved by Councillor Bentley
Seconded by Councillor Heit

That Confidential Memo PWC-C 12-2016, dated March 29, 2016, respecting A Matter of Respecting Advice that is Subject to Solicitor/Client Privilege and Respecting Litigation – Helena Street Spill Update **BE RECEIVED** for information; and

That Confidential Memo PWC-C 13-2016, dated March 29, 2016, respecting A Matter of Litigation or Potential Litigation Affecting the Municipality – Southside Low Lift Sewage Pumping Station Upgrade and CSO Tank Construction, Niagara Falls **BE RECEIVED** for information.

Carried

11. NEXT MEETING

The next meeting will be held on Tuesday, April 19, 2016 at 9:30 a.m. in the Council Chamber, Regional Headquarters.

12. ADJOURNMENT

The Committee adjourned at 11:55 a.m.

Councillor Maves
Committee Chair

Ann-Marie Norio
Legislative Coordinator

Ralph Walton
Regional Clerk



The Corporation of the Town of Grimsby

Public Works Committee Meeting Minutes

Town Hall, Lakeside Room

160 Livingston Avenue

February 10, 2016

Present: Alderman S. Berry, Chair
Alderman D. Kadwell
Alderman J. Dunstall
Alderman N. DiFlavio
Alderman D. Wilson (Part-time)
Mayor R.N. Bentley

Staff: Director of Public Works, R. LeRoux
Assistant Director of Public Works, R. Nesbitt
EHS Compliance Manager, B. Wartman

1. Call to Order

The Public Works Committee Meeting was called to order at 4:30 p.m.

2. Disclosure of Interest

None declared.

3. Delegations

a) Peter Eindhoven

Park Road South - Speeding and Truck Traffic concerns

Mr. Peter Eindhoven of #10 Park Road South and several residents attended the meeting to discuss their concerns regarding speeds, lack of sidewalks and trucks using Park Road.

After discussion, the Director indicated that he would carry out a

Public Works Committee February 10, 2016

speed monitoring study, review sidewalk issues and the following resolution was passed.

PW16-3

Moved by Alderman D. Kadwell; Seconded by Alderman J. Dunstall;

Resolved that the Director of Public Work's be authorized to proceed with a By-law for future Council consideration, that prohibits trucks on Woolverton Road from Mud Street to Main Street and on Park Road from Mud Street to Main Street.

CARRIED

The Director noted that trucks banned from these two roadways will use an alternative escarpment access; however, these two roads (escarpment accesses) are too steep and are not designed to accommodate trucks.

4. Reports**a) DPW16-03****Dorchester Drive Traffic Speed and Safety Review**

The Committee welcomed Dr. Deegan to the meeting and the Director introduced Mr. Brian Malone, P.Eng., Vice President of Transportation in Ontario for CIMA Consulting Engineers. Mr. Malone specializes in Traffic Engineering and Safety and has carried out studies for municipalities throughout Ontario and Canada. He is also a 30 plus-year resident of the Town of Grimsby. The Report was reviewed with Dr. Deegan and he thanked the Committee for listening to his concerns. The following resolution was passed by Committee.

PW16-4

Moved by Mayor R.N. Bentley; Seconded by Alderman J. Dunstall; Resolved that Report DPW16-03 dated February 3, 2016, regarding Dorchester Drive – Traffic Speed and Safety Review be received and that the engineering consulting firm of CIMA Canada Ltd. be hired at an estimated cost of \$9,800.00 to carry out a Collision Safety Review on Dorchester Drive between Baker Road and Hedge

Public Works Committee February 10, 2016

Lawn Drive, an All-Way Stop Warrant review for the Baker Road and Udell Way (north) intersections and, a Cut-through Traffic Study, and further,

1. That the Region of Niagara be requested to carry out a Traffic Signal Warrant review for the Main Street East and Dorchester Drive intersection and,
2. That Schedule 'A' attached to this Report be approved and adopted as the Town of Grimsby – Traffic Calming Policy and Criteria.

CARRIED

- b) DPW16-04
2015 Annual DWQMS Infrastructure Review Report

PW16-5

Moved by Alderman D. Kadwell; Seconded by Mayor R.N. Bentley;

Resolved that Report DPW16-04 dated February 1, 2016 regarding '2015 Annual DWQMS Infrastructure Review Report' is received by Town Council for review and information.

CARRIED

- c) DPW16-05
2015 Annual Drinking Water System Water Quality Reports

PW16-6

Moved by Alderman N. DiFlavio; Seconded by Alderman J. Dunstall;

Resolved that Report DPW16-05 dated February 1, 2016 regarding the '2015 Annual Drinking Water System Water Quality Reports' is hereby received by Town Council.

CARRIED

- d) DPW16-06
2015 Annual Drinking Water System Municipal Summary Report

PW16-7

Moved by Alderman J. Dunstall; Seconded by Alderman N. DiFlavio;

Resolved that Report DPW16-06 dated February 8, 2016 regarding the '2015 Annual Drinking Water System Municipal Summary

Public Works Committee February 10, 2016

Report' is hereby received by Town Council.

CARRIED

5. Correspondence

- a) Email from Mr. Nixon - sidewalk request on Dorchester
- The issue of providing sidewalks on Dorchester Drive (north side) from Hedge Lawn Drive to Nelles Road was reviewed. With the new subdivision development to the east, traffic volumes have increased. It was noted that a new sidewalk located in old residential front yards historically leads to many of these residents attending Council insisting the sidewalk is not necessary. In the interest of public safety versus front yard impact, it was agreed that Mr. Malone of CIMA prepare a proposal for Council's consideration. This proposal is to include developing a Town Criteria/Policy to establish Warrants that need to be met in order to assess sidewalk requests. Also, the proposal would include a study using this Warrant for Dorchester Drive (west of Hedge Lawn Drive), Nelles Road and Kennedy Road.

PW16-8

Moved by Alderman N. DiFlavio; Seconded by Mayor R.N. Bentley;

Resolved that the email correspondence dated January 26, 2016 from Mr. Sean Nixon regarding the need for a sidewalk on Dorchester be received.

CARRIED

- b) Conservation Halton
- Halton-Hamilton Source Protection Committee - Groupings Representative

PW16-9

Moved by Alderman D. Kadwell; Seconded by Alderman J. Dunstall;

Resolved that the correspondence from Conservation Halton dated January 15, 2016 regarding membership on the Halton-Hamilton Source Protection Committee be received and that the Town of Grimsby hereby accepts the proposed Source Protection Committee Representative Groupings and further that it is recommended that as

Public Works Committee February 10, 2016

Grimsby has an insignificant area within the overall Hamilton drainage area, that the City of Hamilton provide our Group's representative to the Halton-Hamilton Source Protection Committee.

CARRIED**6. DIA Minutes****a) GDIA Meeting Minutes - December 1, 2016****PW16-10**

Moved by Mayor R.N. Bentley; Seconded by Alderman D. Kadwell;

Resolved that the GDIA Meeting minutes of December 1, 2016 be received as circulated and filed for records purposes.

CARRIED**7. Next Meeting**

The next scheduled Public Works Committee meeting will be held Wednesday, March 9, 2016 at 4:30 p.m. in the Town Hall Offices, Lakeside Room.

8. Adjournment

The Public Works Committee Meeting was adjourned.

Alderman S. Berry, Chair

R. LeRoux, Director of Public Works



City of Hamilton Report for Consideration

To: Chair and Members
Public Works Committee

Date: May 20, 2025

Report No: PW25030

Subject/Title: Blue Flag Feasibility Audit and Costing
(Outstanding Business List)

Ward(s) Affected: City Wide

Recommendations

- 1) That staff **BE DIRECTED** to submit a Capital Budget Project Detail Sheet for Option A – Lifesaving Equipment only to the 2026 capital budget for consideration.

Key Facts

- At its meeting of November 22, 2203, Hamilton City Council passed the following Motion: That staff be directed to engage Swim Drink Fish Canada, to begin the process for accreditation for Van Wagner’s Beach site, with the first step being a feasibility audit for compliance with the Blue Flag Program designation criteria and that staff report back with costs to become compliant.
- In the audit, attached as Appendix “A” to Report PW25030, Swim Drink Fish Canada identifies the site (the beach at 1151 Beach Boulevard) as having a potential for designation pending capital investment and implementation of operating requirements necessary to address gaps among 17 of the 33 designation requirements.
- Estimated costs (capital /annual operating) associated with implementation of Blue Flag Beach Designation Criteria and the Feasibility Study recommendations are \$2,360,081.00/\$138,561.00 for Option A – Lifesaving Equipment Only or \$2,638,993.00/\$408,122.00 for Option B – Seasonally Lifeguarded Beach, as detailed in Appendix “B” to Report PW25030.

- At this time, this report fulfils the direction received by Council to date. If Council wishes to proceed with establishing the 1151 Beach Boulevard beach location as a Blue Flag designated beach, staff require direction to submit the funding requirements to the 2026 budget process for consideration.

Financial Considerations

This Report directs staff to submit a detail sheet to the 2026 capital budget for consideration, so there are no financial or FTE impacts related to the recommendation at this time. Financial impacts will be identified in a future capital budget detail sheet submission including capital and operating costs for Option A – Lifesaving Equipment Only, at a cost of \$2,360,081.00 for capital upgrades and \$138,561.00 in annual operating costs.

Background

At the November 13, 2023 Public Health Committee meeting (Item 4), staff received the following direction:

That Item 4 of Public Health Committee Report 23-011, respecting the Blue Flag Beach Program (PW23068/BOH22004(b)) (City Wide), be **amended** as follows:

- That Report PW23068/BOH22004(b), respecting Blue Flag Beach Program, be received;
- That staff be directed to engage Swim Drink Fish Canada, to begin the process for accreditation for Van Wagner's Beach site, with the first step being a feasibility audit for compliance with the Blue Flag Program designation criteria; and,
- That staff report back to the Public Health Committee with the costs to become compliant with the Program.

Report PW25030 was redirected to Public Works Committee, rather than Public Health Committee to reflect the nature of the content and direction of the report.

Staff worked with stakeholders across the organization to scope a beach location for further analysis by Swim Drink Fish. The final location assessed was the beach front at 1151 Beach Boulevard. This location was chosen primarily because of access, water quality, and shoreline condition. Additional advantages include existing amenities such as washroom facilities, drinking water fountain, and parking lot.

Swim Drink Fish conducted a Feasibility Study of this beach location in 2024, highlighting and refining the 33 designation criteria into recommendations for capital upgrades, equipment, and programming that would support future designation which is attached as Appendix "A" to Report PW25030. The designation criteria, highlighting recommendations and all estimated costs associated, are detailed in Appendix "B" to Report PW25030 and include facility (washroom, storage, staging) upgrades, water quality monitoring beyond the City's current program, information and signage, environmental protections, and, stewardship and public safety and accessibility

measures, including lifesaving and first aid equipment, and/or an option for a seasonally lifeguarded beach.

Analysis

As per direction received from Report PW23068/BOH22004(b) respecting Blue Flag Beach Program, staff consulted with stakeholders outlined below to estimate high-level start-up and annual operating costs based on the designation criteria and recommendations from the Feasibility Study. The following items were identified as gaps requiring an upfront financial investment and long-term financial commitment to achieve and maintain annual Blue Flag designation:

1. **Public Safety and Accessibility:** Public safety equipment (Option A – Lifesaving Equipment Only) is required at this location. In addition, upgrades to beach accessibility equipment would be beneficial. As a progression of the Blue Flag Program, a new Open Water Swim Program (Option B – Seasonally Lifeguarded Beach) may be required through Recreation (see audits and fees below) based on level of beach use. Water testing beyond the standard for Hamilton is also required.
2. **Facility Upgrades:** Upgrades are required for equipment storage, sufficient washrooms for beach users, and where lifeguarded beach program is implemented, to support staff staging and first aid. The long-term projection for a facility upgrade would involve a 5-year time commitment from approval to finalization. A capital investment of \$2,250,000.00 has been estimated within the budget for this work. A detailed design with costing is required to solidify this budget number.
3. **Information, Education, and Environmental Stewardship:** Requirements include installation of information boards, hosting of public activities, dune and beach management planning, and implementation and establishment of a beach management committee.
4. **Audits, Fees, Environmental Monitoring:** An audit of the beach by the Life Saving Society once in trial operation is required to determine the need for an Open Water Swim Program. Sensitive dune habitats must be monitored annually. The beach must be accredited annually with an annual fee associated.

It was determined that designation criteria items such as By-laws and regulations, spill response, equipment needs for parks operations and majority of water testing, access to beach location via sustainable modes of transport, and fresh drinking water supply have been achieved. Therefore, no financial pressures are anticipated with respect to those criteria.

The following internal and external stakeholders were consulted in determining the exact beach location and budget items associated with designation:

The Public Health Department, Environmental Services Division, Corporate Facilities & Energy Management Division, Recreation Division, and Waste Management Division were consulted and collaborated on costs associated with the Feasibility Study

recommendations and beach designation criteria outlined in Appendix “B” to Report PW25030.

The Hamilton Water Division was consulted on locations of local storm water outfalls to confirm that they do not impact or intersect with the proposed beach location.

Within the Planning and Economic Development Department, the Tourism & Culture Division was consulted on proposed beach location and possible aligned priorities.

Hamilton Police Service Marine Unit was consulted on proposed beach location and health and safety considerations of a Blue Flag designated beach location on the City of Hamilton managed Lake Ontario shoreline, to confirm the water rescue process and water condition around the proposed beach location.

Landscape and Architectural Services Section and Hamilton Conservation Authority were consulted on the Shoreline Management Plan.

The Corporate Security Section was consulted on location, and health and safety considerations made for future beach operation.

The Corporate Services Department was consulted respecting risk associated with Blue Flag Beach designation. It was determined that risk would need to be further consulted should next steps be taken to implement criteria associated with designation.

Life Saving Society Canada was consulted on preliminary beach location and costs associated with the Life Saving Society - Beach Audit as recommended through the Blue Flag Beach Feasibility Study included as Appendix “A” to Report PW25030.

Alternatives

An alternative to the Recommendation of Report PW25030 would be to direct staff to submit a detail sheet to the 2026 capital budget for Option B – Seasonally Lifeguarded Beach, at a cost of \$2,638,993.00 for capital upgrades and \$408,122.00 for annual operating costs. Staff do not recommend this alternative because Option A provides the investment required to pursue the Blue Flag designation. If deemed necessary or desired, a further investment in the future to build out the open water lifeguard program (Option B) will remain an option.

Relationship to Council Strategic Priorities

1. Sustainable Economic & Ecological Development
 - 1.4. Protect green space and waterways
2. Safe & Thriving Neighbourhoods
 - 2.3. Provide vibrant parks, recreation and public space

Previous Reports Submitted

[Blue Flag Beach Program \(PW23068/BOH22004\(b\)\)](#), Public Health Committee, November 13, 2023

[Beach Water Quality and Blue Flag Eligibility \(BOH22004\(a\)\)](#), Board of Health Committee, June 13, 2022

[Public Beach Signage \(BOH22004\)](#), Board of Health Committee, March 21, 2022

Consultation

Staff from the following City Departments were consulted in the development of this Report and costs associated with implementation of Blue Flag designation criteria and Feasibility Study recommendations:

- Parks Section, Environmental Services Division, Public Works Department
- Waste Collections Section, Waste Management Division, Public Works Department
- District Recreation Operations Section, Recreation Division, Healthy and Safe Communities Department
- Water Safety and Environmental Health Sections, Medical Officer of Health Division, Healthy and Safe Communities Department
- Risk Management Section, Legal and Risk Management Services Division, Corporate Services Department
- Business Development Tourism Section, Tourism and Culture Division, Planning and Economic Development Department
- Wastewater Collection Section, Hamilton Water Division, Public Works Department
- Corporate Safety & Security and Strategic Planning, Capital & Compliance Sections, Corporate Facilities and Energy Management Division, Public Works Department
- Hamilton Police Services

Appendices and Schedules Attached

Appendix A: Blue Flag Feasibility Study: Hamilton Beach Blvd., Swim Drink Fish Canada, 2024

Appendix B: Blue Flag Beach Compliance - Implementation and Operation Budget Estimate, Hamilton Beach Boulevard

Prepared by: Kasey Livingston, Senior Project Manager
Public Works Department, Environmental Services, Parks

Submitted and recommended by: Cynthia Graham, Director
Public Works Department, Environmental Services



Blue Flag Feasibility Study: **Hamilton Beach Blvd.**

Swim Drink Fish Canada
2024



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Criterion #3: Information about bathing water quality must be displayed.	6
Criterion #5: A map of the beach indicating different facilities must be displayed.	6
Criterion #6: A code of conduct that reflects appropriate laws and/or regulations governing the use of the beach and surrounding areas must be displayed.	6
Criterion #8: The beach must fully comply with the standards and requirements for water quality analysis.	7
Criterion #10: The beach must comply with the Blue Flag requirements for the microbiological parameters Escherichia coli (E.coli) and intestinal enterococci (streptococci).	7
Criterion #12: The local authority/beach operator must establish a beach management committee.	7
Criterion #17: Waste disposal bins/containers must be available at the beach in adequate numbers, and they must be regularly maintained.	8
Criterion #18: Recycling bins must be available at the beach.	8
Criterion #19: An adequate number of toilet or restroom facilities must be provided.	8
Criterion #23: Access to the beach by dogs and other domestic animals must be strictly controlled.	8
Criterion #25 (& 14): Marine and freshwater sensitive habitats in the vicinity of the beach must be monitored.	9
Criterion #27: Appropriate public safety control measures must be implemented.	9
Criterion #28: First aid equipment must be available on the beach.	9
Criterion #29: Emergency plans to cope with pollution risks must be in place.	9
Criterion #33: At least one Blue Flag beach in each municipality must have access and facilities provided for the physically disabled.	9
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Executive Summary

The Blue Flag program is an international eco-label awarded to beaches and



marinas. The program began in Europe in 1985 and is administered by the Foundation for Environmental Education (FEE) in Denmark. In Canada, Blue Flag is operated by Swim Drink Fish.

On April 25, 2024, Swim Drink Fish conducted a feasibility study of Beach Boulevard, located in Hamilton, Ontario. This report details the findings of those studies. The beaches were assessed against international Blue Flag Beach Criteria, which are organized into four categories:

- 1. Environmental Education and Information**
- 2. Water Quality**
- 3. Environmental Management**
- 4. Safety and Services**

Based on this review, Beach Boulevard is eligible to apply for Blue Flag certification in 2026 if the following commitments are made:

- Form a beach management committee.
- Install one Blue Flag information board at the beach upon receipt of the Blue Flag award in the spring of 2026.
- Demarcate the proposed Blue Flag beach and swimming areas with visible markers
- Install sufficient lifeguard stations in accordance with a risk management study, conducted in accordance with the Lifesaving Society of Canada
- Provide Blue Flag Canada with 20 enterococci/fecal strep sample results per beach before raising the flags in 2026. On an ongoing basis, commit to sampling for enterococci/fecal strep at least 5 times per season at each beach in addition to weekly E.coli tests.
- A sensitive habitat management and monitoring plan should be developed and established for the beach and the marine environment.
- Install additional garbage and recycling bins along the beaches in adequate numbers.
- Expand or install more restroom facilities
- Commit to publicizing water quality results throughout the swimming season in a manner easily understood by the public.
- Create a beach emergency plan to cope with pollution safety risks at both beaches.
- Commit to installing wheelchair-accessible features, including water access.
- Install signage indicating the rules for usage at the site (no camping, driving, or dumping, no dogs on the beach, etc.)

Upon accepting the recommendations in this report and committing to meet the remaining criteria, Beach Boulevard may be declared an official Blue Flag candidate, formally undergoing the Blue Flag certification process.



Introduction

The Blue Flag program is an internationally recognized eco-label that is awarded to clean, safe, and sustainably managed beaches and marinas. The program is operated by Swim Drink Fish Canada. In 2024, over 5,121 beaches and marinas in 51 countries were awarded the Blue Flag. A Blue Flag is awarded annually based on a marina meeting the Blue Flag criteria in the prior year.

In Canada, the National Operator of the Blue Flag program is Swim Drink Fish, a national registered charity. Swim Drink Fish is responsible for developing and administering the program, including conducting feasibility studies for potential Blue Flag beaches and marinas, administering the Canadian Jury, monitoring beaches and marinas that achieve Blue Flag status, developing strategic partnerships, and promoting the benefits of the Blue Flag program.

International Blue Flag Beach Criteria

A total of 33 criteria form the core of the International Blue Flag Program and are divided into four categories:

1. Environmental Education and Information
2. Water Quality
3. Environmental Management
4. Safety and Services

The criteria are further divided into “imperative” and “guideline” criteria. To be awarded a Blue Flag, a beach must fulfill all imperative criteria. Guideline criteria provide additional services and information to beach users; however, Blue Flags may be awarded to beaches that do not meet any guideline criteria.

While excellent water quality is essential for a Blue Flag beach, the criteria under Environmental Education and Information, Environmental Management, and Safety and Services lay out a broader framework for assessment. They examine the beach from a holistic perspective and set standards to ensure that the beach ecosystem will be protected and that the use of the beach by the public will be managed in the most environmentally sensitive way.



Assessment of Beach Boulevard, Hamilton, ON.

On April 25, 2024, Gregory Ford (Vice President) and Megan Coad (Great Lakes Program Manager), conducted a feasibility study of Beach Boulevard. The beach was evaluated against the international Blue Flag Beach criteria.

Observations

The following features were noted at Beach Boulevard during the site visits:

1. The beach appeared to be regularly cleaned and had very little bulky litter present, with a moderate amount of fine litter.
2. The surrounding areas of the site were well preserved, including a dune ecosystem in good health, with signage indicating this to the public.
3. The site offers sustainable transportation options, including bike and walking trails and a public transit route that stops there.

Recommendations

This report lists the criteria that still need to be met at Beach Boulevard and provides recommendations on how to implement them.

Criterion #1: Information about the Blue Flag Program must be displayed.

Once awarded the Blue Flag, Beach Boulevard must have its own individual Blue Flag information boards in place. An information board tells visitors about the Blue Flag program, outlines what the city is doing to meet the criteria, and describes the local ecosystem. It can also be used as a location for posting water quality results and advertising environmental education activities. Information boards must be approved by Swim Drink Fish before being finalized.

Note: You are not expected to have information boards created or installed prior to applying for Blue Flag designation; the understanding is that you are committed to having them placed by the beginning of the bathing season once awarded.

Criterion #2: Environmental education initiatives must be offered and promoted to beach users.

To be awarded a Blue Flag, the applicant must offer or promote at least five environmental education initiatives. These can include the following:

Passive participation: Exhibits, films, presentations, conferences, debates, etc.



Active participation: Guided nature walks, educational games, beach cleanups, photography or art contests, eco-scavenger hunts, etc.

Training activities: Training sessions for teachers, municipal staff, lifeguards, cleaners, summer students, etc.

Publishing and media: The production of brochures, stickers, t-shirts, interpretive signage, newsletters, books, posters, and radio broadcasts, etc.

Blue Flag Environmental Information Centre: This is where specific information about Blue Flag and environmental issues can be provided. A common meeting area can be used as an information centre, so long as it offers activities and/or exhibitions and provides environmental information for the general public. We recommend collaborating with local environmental organizations or community groups such as a local conservation authority; activities offered by these groups can be promoted by the city at the beach and through various communications channels. Environmental education can also be undertaken by setting up tables at community events. Scheduled activities must be posted at the beach.

Criterion #3: Information about bathing water quality must be displayed.

Upon being awarded the Blue Flag, the most recent geometric mean results for E.coli must be posted on location at Beach Boulevard and on www.blueflag.ca. Results can also be posted in a display case, on a sandwich board, or written with an erasable marker on a laminated chart posted on a bulletin board.

Criterion #5: A map of the beach indicating different facilities must be displayed.

A map displaying the boundaries of the Blue Flag beach and the location of key facilities and services must be posted on the Blue Flag information board. Swim Drink Fish will provide guidelines for creating the map and the required map elements with approved pictogrammes from Blue Flag International.

Criterion #6: A code of conduct that reflects appropriate laws and/or regulations governing the use of the beach and surrounding areas must be displayed.

The site's code of conduct must include rules about the presence of domestic animals, zoning, fishing, litter management, vehicle use, camping, and fires. It must also be displayed on the Blue Flag international board.

Laws and/or regulations governing beach usage and management should be available to the public at the office of the local authority/beach operator.

The period when the lifesaving equipment and/or lifeguards, and first aid, are available must be clearly marked on the Blue Flag information boards and at the lifeguard station. An explanation of the emergency flag system in use must also be provided.



Criterion #8: The beach must fully comply with the standards and requirements for water quality analysis.

An independent person, officially authorized and trained for the task, must collect the samples. An independent laboratory must carry out the analysis of the bathing water samples. The laboratory must be nationally or internationally accredited to carry out microbiological and physical-chemical analyses. The testing method and data resulting from it must also be accredited.

Samples for microbiological and physical-chemical parameters must be taken.

Criterion #9. Industrial, waste-water or sewage-related discharges must not affect the beach area.

A bathing water profile must be compiled for every Blue Flag beach. A bathing water profile includes identification of potential sources of pollution, a description of the physical, geographical and hydrological characteristics of the bathing water, as well as an assessment of the potential for cyanobacteria and algae formation.

It is recommended that there should not be any industrial, urban wastewater or sewage-related discharges into the Blue Flag area or immediate buffer zone/surrounding area. If there are discharge points in the area of the beach, these must be documented at the time of application.

During the site visit, staff noted an odor coming from the Burlington Lift Bridge north of Beach Boulevard. During the bathing water profile, or Environmental Health and Safety Survey, the study should assess the cause of the odor to ensure no industrial, wastewater, or sewage-related discharges will be impacting the beach area.

Criterion #10: The beach must comply with the Blue Flag requirements for the microbiological parameters *Escherichia coli* (E.coli) and intestinal enterococci (streptococci).

A commitment must be made to providing Blue Flag Canada with 20 enterococci samples before the Blue Flag is raised. A minimum of 20 samples are required as an initial dataset, and 5 samples per season thereafter.

Criterion #12: The local authority/beach operator must establish a beach management committee.

The beach management committee should include representatives of the city, public health agencies, and relevant community groups or non-profits. The committee should meet at least twice a year to discuss the management of the beaches and ensure that all criteria are being met. In the case that multiple beaches within the city are awarded the Blue Flag, one committee may oversee the group of sites.

In many instances, Swim Drink Fish is able to assist with facilitating the local beach management committee.



Criterion #17: Waste disposal bins/containers must be available at the beach in adequate numbers, and they must be regularly maintained.

There should be an adequate number of bins on the beach, and they should all be regularly maintained, well-secured, and spaced appropriately. Individual bin capacity, the number of users on the beach, and how frequently the bins are emptied determine the number and minimum space between bins placed on the beach. During the peak tourist season, the spacing between bins and the frequency of emptying should be adjusted as necessary.

When we visited Beach Boulevard we did note that some bins were available, however, they were not adequate to service the beach. More will need to be installed.

Criterion #18: Recycling bins must be available at the beach.

Should the community have a local recycling facility, containers must be made available at the beach for these materials, e.g. glass, cans, plastic, paper, etc. The receptacles should be properly designed and managed for the type of waste received, should be emptied regularly, and be well placed for accessibility.

During the visit, no recycling bins were observed at the site. Bins will need to be installed at appropriate intervals to properly service the site. Separate containers must be provided to accommodate different types of waste that are recycled in the city.

Criterion #19: An adequate number of toilet or restroom facilities must be provided.

The number of toilets/restrooms available at the beach must reflect the average number of beach visitors during the peak season, the length of the beach, and the number and location of major access points. The toilet or restroom facilities must be easy to locate through signage and through information on the map on the Blue Flag information board.

When the site was visited we observed the restroom facilities and noted that they would not be adequate to service the beach. More facilities will need to be added/expanded to meet this criteria.

Criterion #23: Access to the beach by dogs and other domestic animals must be strictly controlled.

Dogs or pets, other than assistance dogs, are not allowed on a Blue Flag beach or in the Blue Flag area if it is part of a larger beach. If the presence of pets is permitted by the local and national legislation, animals are only allowed in the parking areas, walkways and promenades in the inland beach area and must be under control.



Criterion #25 (& 14): Marine and freshwater sensitive habitats in the vicinity of the beach must be monitored.

If there is a sensitive habitat located within 500 metres from any part of a Blue Flag beach, a monitoring program must be established to monitor the health of the habitat at least once a season. An expert organization or relevant authority must be consulted regarding the monitoring and management of this sensitive area.

A sensitive dune habitat was observed at the site. A management plan should be developed to manage and protect this habitat.

Criterion #27: Appropriate public safety control measures must be implemented.

The beach operator must ensure that safety measures comply with the national legislation regarding beach safety.

- a Blue Flag beach with a high number of visitors must be guarded/patrolled by an adequate number of lifeguards placed at appropriate intervals as recommended in the risk assessment and according to the beach characteristics and use. The number of lifeguards must increase according to peak usage, and a minimum of two every 200m is recommended for those beaches that have not undertaken a risk assessment.
- Bathing areas patrolled by lifeguards must be clearly marked out. The area must be defined on the map, on the information board, and/or physically on the beach with markers or flags.

Criterion #28: First aid equipment must be available on the beach.

The first aid may be available by means of: a) a lifeguard on-site, and/or b) an attended first aid station with trained personnel, and/or c) equipment located in a shop or other beach facility at the beach, and/or d) directly available to the public on the beach. It is strongly recommended that busy beaches and family beaches have first-aid stations with staff in attendance. First-aid personnel must have appropriate qualifications.

Criterion #29: Emergency plans to cope with pollution risks must be in place.

An emergency plan should provide beach staff, elected officials, personnel, and emergency response agencies with clear and systematic guidelines on how to respond during an emergency or natural disaster.

Criterion #33: At least one Blue Flag beach in each municipality must have access and facilities provided for the physically disabled.

It is strongly recommended that all Blue Flag beaches have facilities that allow access by the physically disabled, granting them access to the beach, surrounding buildings, and restroom facilities. It is a Blue Flag requirement that at least one beach in every municipality must provide these facilities. It is a Blue Flag recommendation that at this beach, if possible, there is access to the water for the physically disabled.



Next Steps

1. Commit to adopting the recommendations of the feasibility study report.

We encourage the City of Hamilton to share the feasibility study report with city staff, council, and other local organizations. Pending approval to adopt the recommendations of this report, Beach Boulevard will officially be recognized as a Blue Flag “candidate,” meaning they are undergoing Blue Flag certification.

2. Submit a Blue Flag application

Once the Blue Flag criteria have been implemented (with the exception of criteria covered by the Blue Flag information board and the 20 enterococci bathing water quality samples), we will encourage the City of Hamilton to apply for the Blue Flag. We strongly encourage the City of Hamilton to communicate any issues or barriers with us, as we may be able to provide assistance or guidance. Applications are accepted every November, and we will provide instructions for submitting an application. The application will first be assessed by the Canadian Blue Flag Jury in February, and then by the International Blue Flag Jury in April. The fee for the Feasibility Study has been waived, but as of 2024 an application fee of \$1,560.00 will be due during submission of the Blue Flag application. Please note that this amount may change by 2026.

3. Celebrate the Blue Flag designation.

We only encourage applicants to apply if we are confident they will pass both juries. If an application has been submitted, we, therefore encourage the city to start planning for a flag-raising celebration to be held at the beginning of the beach season. This is an excellent opportunity to promote your international designation to the community and tourists alike. We help new Blue Flag recipients promote their status through earned media, social media, blogs, and magazine articles. We will also participate in flag-raising celebrations. Each Blue Flag beach and marina also has its own profile page on www.blueflag.ca.

Conclusion

As this report demonstrates, Beach Boulevard is capable of meeting the Blue Flag criteria. We encourage the City of Hamilton to take the final steps toward joining the Blue Flag community, and we look forward to working with you to promote Beach Boulevard as a safe, healthy and sustainable beach destinations to be enjoyed by both residents and tourists.



Blue Flag Beach Compliance - Implementation and Operation Budget Estimate Hamilton Beach Boulevard

*Based on the Feasibility Study, once these commitments are implemented, City of Hamilton is eligible to apply for Blue Flag certification at the Beach Boulevard location. Upon committing to meet the remaining criteria, Beach Boulevard may be declared an official Blue Flag candidate.

** Unless otherwise identified, 4% of start up cost is estimated for operating/annual maintenance.

Notes:

City Leads- Environment Services (ES), Facilities (FAC), Public Health Service (PHS), Recreation (REC), Waste Management (WM)

Cost Estimates - All costs are best estimates and will be impacted by inflation and refinement of scope.

	Designation Criteria: Environment Education and Information	City Lead	Estimated Start Up Costs	Estimated Annual Costs**	FTE- New Staff Required	Comments
1	Information about the Blue Flag Program must be displayed.	ES	\$5,000.00	\$200.00	N	Information kiosk/board design and install, Blue Flag signage design and production flag pole
2	Environmental education initiatives must be offered and promoted to beach users.	ES	\$10,000.00	\$10,000.00	N	City program to be coordinated and held
3*	Information about bathing water quality must be displayed.	PHS	\$2,000.00	\$80.00	N	Public Health Program in place, increase level of service
4	Information about the local ecosystem must be displayed	ES	\$5,000.00	\$200.00	N	Research, design, fabrication and install of interpretive sign
5*	A map of the beach indicating different facilities must be displayed	ES	\$2,000.00	\$80.00	N	Research, design, fabrication and install of interpretive sign
6*	A code of conduct that reflects appropriate laws and/or regulations governing the use of the beach and surrounding areas must be displayed	ES	\$1,000.00	\$40.00	N	Fabrication and installation of code of conduct /bylaw signs at several locations.
	SUBTOTAL		\$25,000.00	\$10,600.00		

	Designation Criteria: Water Quality	City Lead	Estimated Start Up Costs	Estimated Annual Costs**	FTE- New Staff Required	Comments
7	The beach must fully comply with the standards and requirements for water quality analysis.	PHS	N/A	N/A	N	Public Health Services conducts annual environmental surveys and weekly routine beach water sampling during the operating season per the Recreational Water Protocol, 2019 and Operational Approaches for Recreational Water Guideline, 2018.
8*	The beach must fully comply with the requirements for water quality analysis	PHS	N/A	N/A	N	Public Health Services conducts annual environmental surveys and weekly routine beach water sampling during the operating season per the Recreational Water Protocol, 2019 and Operational Approaches for Recreational Water Guideline, 2018.
9*	Industrial, waste-water or sewage-related discharges must not affect the beach area.	PHS	N/A	N/A	N	Public Health Services conducts annual environmental surveys of the physical beach area to identify changes to existing structures, installation of new structures (e.g., drainage lines, storm water outfalls, signs, etc.), changes in beach landscape that affects runoff, potential pollution sources, garbage or debris collection, and any other environmental factor that has the potential to impact water quality, water safety, and/or public health per the Recreational Water Protocol, 2019 and Operational Approaches for Recreational Water Guideline, 2018.

10*	The beach must comply with the Blue Flag requirements for the microbiological parameters Escherichia coli (E.coli) and intestinal enterococci (streptococci).	PHS	\$4,000.00	\$1,000.00	N	Private Lab cost associated with shipping and testing for intestinal enterococci at least 5 times per season. Public Health Services conducts weekly routine beach water sampling during the operating season for Escherichia coli (E.coli) <u>only</u> via Public Health Ontario Lab. A commitment must be made to providing Blue Flag Canada with 20 enterococci @samples before the Blue Flag is raised as an initial dataset, and 5 samples per season thereafter.
11	The beach must comply with the Blue Flag requirements for the following physical and chemical parameters	PHS	See #10	See #10	N	Private Lab cost associated with shipping and testing for a chemical parameter such as pH at least 5 times per season. Public Health Services conducts weekly routine beach water sampling during the operating season for Escherichia coli (E.coli) <u>only</u> via Public Health Ontario Lab.
	SUB TOTAL		\$4,000.00	\$1,000.00		
	Designation Criteria: Environmental Management	Lead	Estimated Start Up Costs	Estimated Annual Costs**	FTE- New Staff Required	Comments
12*	The local authority/beach operator must establish a beach management committee.	ES	\$200.00	\$200.00	N	Beach management committee to be established with key stakeholders and support from Swim Drink Fish (budget included for 4 x meetings/year)
13	The local authority/beach operator must comply with all regulations affecting the location and operation of the beach.	ES	N/A	N/A	N	

14*	Sensitive areas must be managed accordingly	ES	\$20,000.00	TBD	N	Consultant to be retained to prepare management plan. Additional budget will be required for annual monitoring of the sensitive dune habitat (#25). Details of monitoring to be reflected in plan.
15	The beach must be clean.	ES	\$11,781.00	\$11,781.00	Y	Enhanced cleaning schedule 1 x .33 (student)
16	Seaweed or natural debris must be left on the beach	ES	N/A	N/A	N	This is current practice. To be reflected in beach and dune management plans. See item #14
17*	Waste disposal bins/containers must be available at the beach in adequate numbers, and they must be regularly maintained	ES	FTE noted above (#15)	FTE noted above (#15)	Y	Enhance level of service
18*	Recycling bins must be available at the beach.	WM	\$1,800.00	\$1,800.00	N	The collection pricing is per year (beach operating season) in 2025 dollars, for recycling carts to be collected twice per week. Post 2025, recycling responsibilities will be transferred to producers as per the Waste Free Ontario Act. Pricing will be impacted but this impact is yet to be determined, fee has been reflected as an estimate.
19*	An adequate number of toilet or restroom facilities must be provided.	FAC	\$2,250,000.00	\$90,000.00	Y	The feasibility audit determined requirement for additional restroom facilities to support beach use. Additional staff staging and equipment storage will be required and has been incorporated into this budget line. This budget line will need to be further refined through detailed design and associated costing.

20	The restroom facilities must be kept clean.	ES	See #15	See #15	See #15	Enhanced cleaning schedule. Operational impacts of upgraded washroom facility to be identified in the budget request related to #19
21	The toilet or restroom facilities must have controlled sewage disposal.	FAC	N/A	N/A	N	
22	Camping, driving and dumping are prohibited on the beach	ES	See #6	See #6	N	Add regulatory signage
23	Access to the beach by dogs and other domestic animals must be strictly controlled.	ES	See #6	See #6		Add regulatory signage
24	All buildings and beach equipment must be appropriately maintained	FAC, REC, ES	see comment	see comment	Y	Annual operating budgets for facilities maintenance, equipment repair included in Estimate Annual Costs category per item.
25*	Marine and freshwater sensitive habitats in the vicinity of the beach must be monitored	ES	\$20,000.00	\$20,000.00	N	Consultant to be retained to prepare management plan. Additional budget will be required for annual monitoring of the sensitive dune habitat. Details of monitoring to be reflected in management plan (#14).
26	A sustainable means of transportation should be promoted to the beach area	ES	N/A	N/A	N	Beach location is on the Waterfront Trail and Hamilton Street Railway Networks.
	SUB TOTAL		\$2,303,781.00	\$123,781.00		
	Designation Criteria: Safety and Services	Lead	Estimated Start Up Costs	Estimated Annual Costs**	FTE- New Staff Required	Comments
27*	Appropriate public safety control measures must be implemented. OPTION 1	REC	\$10,300.00	\$2,500.00	N	Option 1 includes lifesaving equipment/first aid stationed on the beach, emergency phone, life saving society (LSS) audit

27*	Appropriate public safety control measures must be implemented. OPTION 2	REC	\$334,212.00	\$272,061.00	Y	Option 2 is a lifeguarded beach option and may be required if attendance to the beach is high enough to warrant as determined by the LSS audit once beach is in operation. LSS audit has been included in this option.
28*	First aid equipment must be available on the beach.	REC	See item #27	See item #27	N	First aid equipment including standard supplies
29	Emergency plans to cope with pollution risks must be in place.	ES	N/A	N/A	N	To be developed with key stakeholders.
30	There must be the management of different users and uses of the beach to prevent conflicts and accidents.	ES	N/A	N/A	N	
31	There must be safety measures in place to protect users of the beach.	ES	\$2,000.00	\$80.00	N	Safe access to the beach may include handrails, wheelchair access including parking spaces, marked pedestrian crossings.
32	A supply of drinking water should be available at the beach.	ES	N/A	N/A	N	Water drinking fountain exists at proposed location.
33*	At least one Blue Flag beach in each municipality must have access and facilities provided for the physically disabled.	ES	\$15,000.00	\$600.00	N	Additional beach and water equipment to enhance accessibility for example beach mats, floating wheelchair, other Accessibility for Ontarians with Disabilities Act (AODA) additions to be investigated with stakeholders.
	SUB TOTAL (OPTION 1 - Lifesaving Equipment)		\$27,300.00	\$3,180.00		
	SUBTOTAL (OPTION 2- Lifeguarded Beach)		\$351,212.00	\$272,741.00		

Option A - Lifesaving Equipment Only		
Total Estimated Costs		
ESTIMATED START UP COSTS		\$2,360,081.00
ESTIMATED ANNUAL OPERATING COSTS		\$138,561.00
Option B - Seasonally Lifeguarded Beach		
Total Estimated Costs		
ESTIMATED START UP COSTS		\$2,683,993.00
ESTIMATED ANNUAL OPERATING COSTS		\$408,122.00

10.1

CITY OF HAMILTON

MOTION

Public Works Committee: May 20, 2025

MOVED BY COUNCILLOR M. FRANCIS.....

SECONDED BY COUNCILLOR M. WILSON.....

Pedestrian and Crowd Safety Measures within the City's Municipal Right-of-Way

WHEREAS, ensuring the safety of pedestrians and event attendees is a critical responsibility when hosting or permitting public events that involve road closures or large crowds; and

WHEREAS, recent events have highlighted the need for proactive measures to protect vulnerable street-level gatherings from potential vehicular threats or other safety risks.

THEREFORE, BE IT RESOLVED:

- (a) That Transportation staff BE DIRECTED to consult with Hamilton Police Services (HPS) to identify municipal right-of-way safety protection criteria and procure services and/or equipment rentals to be used for planned events within the municipal right-of-way for Q2 2025; and
- (b) That Transportation staff BE DIRECTED to coordinate with internal and external stakeholders and report back to Public Works Committee with an overview of the City of Hamilton's current safety protocols and infrastructure for pedestrian protection at public events, including the use of barriers, vehicle mitigation measures, and emergency response planning, as well as recommendations for potential enhancements where appropriate by Q4 2025 to be adopted in 2026.

10.2

CITY OF HAMILTON

MOTION

Public Works Committee: May 20, 2025

MOVED BY COUNCILLOR C. KROETSCH.....

SECONDED BY COUNCILLOR.....

Ferguson Avenue North Decorative Fountain Replacement, Hamilton (Ward 2)

WHEREAS, a decorative fountain was installed in the early 2000's as part of the streetscape enhancements on Ferguson Avenue, located on the west side of Ferguson Avenue North between King William Street and King Street East;

WHEREAS, the fountain has reached its end of life and is no longer operational;

WHEREAS, the fountain was a custom design reflecting the cultural heritage of the area with a railway-themed concept, and will require updated engineering for replacement; and

WHEREAS, the fountain improvements will enhance the animation and experiences for residents and shoppers in the downtown Business Improvement Area (BIA).

THEREFORE, BE IT RESOLVED:

- (a) That the engineering design and replacement of the Ferguson Avenue North Decorative Fountain to be funded from the Ward 2 Capital Re-Investment Reserve #108052, at an upset limit, including contingency, not to exceed \$200,000, be approved; and
- (b) That the General Manager, 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, related to the Ferguson Avenue North Decorative Fountain Replacement, Hamilton.

CITY OF HAMILTON

MOTION

Public Works Committee: May 20, 2025

MOVED BY COUNCILLOR T. JACKSON.....

SECONDED BY COUNCILLOR

Dedication of Commemorative Bench for Ulrich “Uli” Nitka located at the top of the “Uli” Stairs (Ward 6)

WHEREAS, the Environmental Services Division of Public Works offers a Commemorative Park Bench & Tree Program;

WHEREAS, the Commemorative Park Bench & Tree Program provides options to honour an individual or group by contributing a bench or tree to a City park, which allows for improvements to our parks and inspires community pride and a sense of place;

WHEREAS, the Commemorative Park Bench & Tree Program is operated at full cost recovery through the contributions provided;

WHEREAS, Ulrich “Uli” Nitka built and maintained the “Uli” stairs connecting the upper City and lower City;

WHEREAS, Ulrich “Uli” Nitka passed away on August 24, 2024;

WHEREAS, a memorial will be dedicated to Ulrich “Uli” Nitka at the top of the “Uli” stairs in remembrance of his love of the community; and

WHEREAS, a donation to the Commemorative Park Bench & Tree Program in Ward 6 requires funding approval.

THEREFORE, BE IT RESOLVED:

- (a) That a contribution to the Commemorative Park Bench & Tree Program for the purchase of a Park Bench and Plaque in honour of Ulrich “Uli” Nitka be funded

from the Ward 6 Capital Discretionary Account #3302309600 at an upset limit, including contingency, not to exceed \$1,022.50, be approved; and

- (b) That the General Manager, 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.

CITY OF HAMILTON

MOTION

Public Works Committee: May 20, 2025

MOVED BY COUNCILLOR T. JACKSON

SECONDED BY COUNCILLOR.....

Fence Share Cost Recovery, 23 Questor Court, Hamilton (Ward 6)

WHEREAS, the property at 23 Questor Court, Hamilton, is adjacent to Mount Lion's Club Park, 450 Queen Victoria Drive, Hamilton;

WHEREAS, the City of Hamilton has an established Fence Share Policy through its Parks Section, which provides for the shared cost of a chain link fence between a property owner and the City for properties that abut a City-owned park;

WHEREAS, the property owner at 23 Questor Court, Hamilton, has replaced a previously constructed chain link fence with a wooden fence along the joint property line;

WHEREAS, the Fence Share Policy states that wooden fence maintenance is the sole responsibility of the property owner; and therefore, is not eligible for reimbursement as per the policy; and

WHEREAS, the property owner is requesting to be reimbursed for 50% of the estimated cost of a chain link fence equivalent.

THEREFORE, BE IT RESOLVED:

- (a) That the property owner at 23 Questor Court, Hamilton, be reimbursed for 50% of the estimated cost of a chain link fence, equivalent to an upset limit of \$4,000, including any contingency, be approved;
- (b) That the City's share of this agreement be funded through the Environmental Services Division, Parks Section's operating budget, be approved; and
- (c) That the General Manager, 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, related to the Fence Share Cost Recovery, 23 Questor Court, Hamilton.