



## Hamilton

### **Pan Am Stadium Precinct Sub-committee Report 14-001**

**10: 30 a.m.**

**Tuesday January 21, 2014  
Council Chambers City Hall  
71 Main Street West**

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**Present:** Councillor L. Ferguson, Chair  
G. Gibson (Hamilton Tiger-Cats Representative)  
J. Gibson (Community Soccer Representative)

**Absent with  
Regrets:** Mayor R. Bratina – City Business

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#### **THE PAN AM STADIUM PRECINCT SUB-COMMITTEE PRESENTS REPORT 14-001 AND RESPECTFULLY RECOMMENDS:**

- 1. Pan Am Games Update No. 5 (PW14011) (Ward 3 with City Wide Implications) (Item 6.1) (Attached as Appendix A)**

That Report PW14011 respecting the Pan Am Games Update No. 5 be received.

- 2. New Proposed Terms of Reference for the Pan Am Stadium Precinct Sub-Committee (PW14012) (City Wide) (Attached as Appendix B)**

That the revised Terms of Reference for the Pan Am Stadium Precinct Sub-Committee, attached hereto as Appendix C to Report 14-001, be approved.

**CARRIED**

#### **FOR THE INFORMATION OF COMMITTEE:**

- (a) CHANGES TO THE AGENDA (Item 1)**

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

- (i) Due to a Clerical error the meeting start time was listed incorrectly and should read 10:30 a.m.

The agenda was approved as amended.

**(b) DECLARATIONS OF INTEREST (Item 2)**

None.

**(c) MINUTES (Item 3)**

**(i) Minutes October 22, 2013 (Item 3.1)**

The Minutes of the October 22, 2013 meeting were approved as presented.

**(d) DISCUSSION ITEMS (Item 6)**

**(i) Pan Am Games Update No. 5 (PW14011) (Ward 3 with City Wide Implications) (Item 6.1)**

Coralee Secore, Manager, Pan Am Initiatives, provided an update on the Pan Am Games. She indicated that because of the cold weather they are approximately two-weeks behind schedule; however they are taking measures to bring the project back on time.

Garreth Barkey of Kenaidan Contracting was on hand to discuss the measures being taken to address the stadium being behind schedule. He outlined the double shifting that will be used to get the stadium completed on time.

Terence Foran of Infrastructure Ontario spoke to the project management and oversight being done in respect to delivery of the Stadium.

For disposition on this matter refer to item 1.

**(ii) New Proposed Terms of Reference for the Pan Am Stadium Precinct Sub-Committee PW14012 (City Wide) (Item 6.2)**

Coralee Secore, Manager, Pan Am Initiatives, provided an overview on Report PW14012. She outlined how the new mandate of the Committee will be expanded to move beyond the construction phase and begin to

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focus on the upcoming games as well as to further engage the neighbourhood.

There was some discussion on when the replacement field/parkland would be available and opening. Staff indicated that they are still in real estate negotiations and once those are finalized they will be able to identify a timeline for opening. Staff did indicate that they did not want to have construction underway while the Pan Am Games are occurring so the start of work may be delayed.

On a Motion staff were directed to Report back to the next Pan Am Stadium Precinct Sub-committee meeting with a schedule for the development of Pan Am Precinct amenities to include; the Senior Centre, The Legacy Field, Parking Area and the new Highschool.

For disposition on this matter refer to item 2.

**(e) ADJOURNMENT (Item 8)**

There being no further business the Pan Am Stadium Precinct Sub-committee adjourned at 11:00 a.m.

Respectfully submitted,

Lloyd Ferguson, Chair  
Pan Am Stadium Sub-Committee

Andy Grozelle  
Legislative Co-ordinator  
Office of the City Clerk



## INFORMATION REPORT

<b>TO:</b>	Co-Chairs and Members Pan Am Stadium Precinct Sub-Committee
<b>COMMITTEE DATE:</b>	January 21, 2014
<b>SUBJECT/REPORT NO:</b>	Pan Am Games Update No. 5 (PW14011) (Ward 3 with City Wide Implications)
<b>WARD(S) AFFECTED:</b>	Ward 3 with City Wide Implications
<b>PREPARED BY:</b>	Coralee Secore (905) 546-2424, Extension 5557
<b>SUBMITTED BY:</b>	Gerry Davis, CMA General Manager Public Works Department
<b>SIGNATURE:</b>	

**Council Direction:**

N/A

**Information:**

Purpose:

The purpose of this report is to provide an update with respect to the Pan Am Games and the Stadium Project.

1.0 Stadium Project

- Site Works / Construction Activity

Since the last Information Update (September 24, 2013) was prepared, early December construction reached a big milestone achieving 50% completion. Construction and tendering continues and the project team is continuing design planning activities now 95% completed. Given the aggressive schedule, Building Permits have been staged with all but the West Grandstand yet to be issued. The West Grandstand is expected to be issued in early January giving ONSS the go ahead to complete the construction.

The project has experienced a few bumps in the schedule in regards to masonry work. The new masonry contractor (Clifford) has mobilized and started working. ONSS is maintaining a large workforce with as many as 130 workers onsite daily, extending

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working hours daily and working six days per week. The Project Team, including City of Hamilton staff are all working hard to ensure the schedule is maintained.

Construction Activities

- Structural Steel erection is 97% complete
- Metal deck for the West and East stands is completed
- Precast bleacher work is underway
- Underground plumbing and electrical are complete
- Roofing started in West and East stands
- High voltage is 90% complete with the gas line installation underway
- Ductwork on all lower levels progressing with plumbing started on the West side
- Soil preparation for asphalt on north and west sides

Tender Status (as of end of November 2013)

- Masonry (new contractor) - Clifford
- Waterproofing - Algoma
- Seating - Hussey
- Roof - Flashing - Bothwell
- Aluminium façade - AGL

Permits

- East Side Building Permit was issued
- West Side Building Permit to be issued early January 2014
- All required Building Permits completed once West Side permit is issued

Program Update

The Games “Overlay” plans are complete and now the Games Overlay Team including City staff are detailing how the Stadium will be used during the Pan Am Games in 2015, both internal and external to the Stadium.

Program Development

In late January, a staff team from Recreation, Public Works, Neighbourhood Strategies, members of the Stadium Precinct Working Group and Pan Am staff will begin the recreation consultation process for community use of the Stadium.

2.0 Pan Am Games Update

- Games Time Planning

Planning for Hamilton staff is evolving as we prepare for hosting the Games. The following is an overview of Games planning and the many staff that are now involved and updates on areas of responsibility. Over the next few months it is our hope to provide a presentation on each of the areas to the Sub-Committee.

New CEO Named

The Toronto 2015 Pan Am/Parapan Am Games Organizing Committee has appointed Mr. Saad Rafi as the new CEO of TO2015. Mr. Rafi takes over the leadership as the

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organization begins to move from the planning stage to the operational stage in advance of the Games. Mr. Rafi served as Ontario's Deputy Minister of Health before assuming the duties of the new CEO.

Mr. Rafi is scheduled to attend the February 5<sup>th</sup>, GIC meeting to meet and provide an update on the Games.

Pan Am Games Soccer

Mr. Dino Rossi has been confirmed as the volunteer Sport Organizing Committee Chair - Soccer TO2015 Pan Am Games. Mr. Rossi has assembled his team of volunteers as they prepare for the Games and Test Events over the next eighteen months. Hamilton Pan Am staff is working closely with TO2015 Sport Technical staff, Mr. Rossi and his team.

The Test Events are international, national or provincial events to the competition venues, sport organizing committee and the field of play. The Test Event Steering Committee has confirmed the Ontario University Soccer Championships are to be held at the Stadium on October 30, 31 and November 1, 2014.

The Games Soccer schedule continues to be refined and sees two games per day starting July 10 and concluding with the gold medal games on July 26<sup>th</sup>. All weekday games will be played in the evening with the first game starting at 5:30 p.m. and Game 2 to follow. Weekend games start times have yet to be determined.

Ticketing

The Pan Am Ticket program details for all Pan Am Games events will be launched July 10, 2014 with ticket sales beginning in September 2014.

Volunteers

The Call for Volunteers will commence in April 2014 during Volunteer Week. Approximately 20,000 volunteers will be required across the Games footprint.

Transportation

Games transportation planning is being led by the Ministry of Transportation, which is working closely with TO2015, municipalities, regional governments, transit agencies, security planners and the Accessibility Directorate of Ontario. Al Kirkpatrick, Manager of Transportation Planning is the City's Pan Am Transportation lead.

The Strategic Framework for Games Transportation has just recently been completed. It identifies the policies and strategies to prepare for the Games overall transportation requirements. The Strategic Framework is the result of collaboration between all parties and Games experts.

The next step is developing the local area transportation plan for the Stadium. An update on the Strategic Framework and the local plan is provided in a separate report.

Security

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Games security planning is being led by the Ontario Provincial Police, which is working closely with RCMP, TO2015, municipalities and MTO under the title of the Integrated Security Unit (ISU). Superintendent Dan Kinsella and Sargent Scott Moreton represent Hamilton on the ISU. They are responsible for developing Hamilton's security plans for the Stadium and the area surrounding the Stadium for the Games.

**Consequence Management Planning**

Hamilton's Emergency Management staff (Gina Cliffe and Carla McCracken) and Public Health staff (Connie Verhaeghe) were part of a large consequence management planning symposium that included over 300 reps from across the Province, Municipal and local sectors. This was the start of a number of exercises that will occur over the summer and fall in preparation for the 2015 Games in Hamilton.

Staff received approval to plan a major exercise for fall 2014 at the Stadium in order to do a full Pan Am exercise ahead of the Games.

Staff continues to work on evacuation plans, mass casualty and a Family Centre Plan which will have a Pan Am lens attached to it.

Public Health is looking to activate a new group, (Pan Am Health Sector Task Force) in 2014 to plan for the Games.

**3.0 Community Activations**

**1 Year Countdown Event**

July 10, 2014 will mark the one year countdown to the Games. Planning is underway across the Games footprint. The celebrations are to activate the Games at a local level and provide a flavour of what to expect at Games time in 2015. There will be celebrations, sport activities, opportunities to recruit volunteers, drive awareness and promote ticket sales.

**Pan Am/Parapan Am Kids 'N' Play Program**

The Government of Canada and TO2015 have created a program to help every kid be a Pan Am/Parapan Am Kid. It is a program where children and youth can learn about and participate in different sports, recreational and cultural activities before, during and after the Games. The program promotes:

- Physical Literacy
- Healthy Active Living
- Cultural Awareness (e.g.: Aboriginal peoples, Francophones, Latin American and Caribbean peoples)
- Awareness of the Games
- Inclusiveness and Diversity

Pan Am staff in conjunction with the Host Committee will be working with the Recreation Division, Public Health and the Boards of Education to roll out this program across the City.

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Torch Relay

Discussions are underway around a vision for the Torch Relay with TO2015, partners, sponsors and municipalities. The Flame lighting ceremony will commence 41 days before the start of the Games (May 29, 2015), in Mexico. The Torch will wind its way through Canada, stopping at four National Cities before arriving in Ontario. There will be community celebrations over the 41 days with more than 2,015 torchbearers. July 10, 2014 TO2015 will announce the torch relay route.

The torchbearer selection applications start in September 2014 and torchbearers will be announced in January 2015.

Host Committee - Community Engagement

The Hamilton Host Committee hosted two Community Forums in November 2013. 208 people came out over the two forums to share their ideas on how to ignite the Pan Am Spirit and celebrate the Games in Hamilton. The Host Committee is reviewing the ideas and developing a Community Engagement Strategy that will guide the cultural planning for the Games. This Plan will be presented at one of the upcoming Sub-Committee meetings.





**CITY OF HAMILTON**  
**PUBLIC WORKS DEPARTMENT**  
**Pan Am Initiatives Office**

<b>TO:</b>	Co-Chairs and Members Pan Am Stadium Precinct Sub-Committee
<b>COMMITTEE DATE:</b>	January 21, 2014
<b>SUBJECT/REPORT NO:</b>	New Proposed Terms of Reference for the Pan Am Stadium Precinct Sub-Committee (PW14012) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Coralee Secore (905) 546-2424, Extension 5557
<b>SUBMITTED BY:</b>	Gerry Davis, CMA General Manager Public Works Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

That based on the contents of this report, the Pan Am Stadium Precinct Sub-Committee endorse the new Terms of Reference for the Pan Am Stadium Precinct Sub-Committee attached as Appendix A to Report PW14012.

**EXECUTIVE SUMMARY**

To present a new proposed Terms of Reference, originating from the Membership of the current Pan Am Stadium Precinct Sub-Committee for consideration by Council and included is a new Sub-Committee structure.

Late in 2013, the present Co-Chair put forward a request for Council consideration of a new set of Terms of Reference for the Sub-Committee to follow and implement now that the new Pan Am Stadium construction process is well on its way to completion and Pan Am Games planning is emerging.

Appendix A to Report PW14012 presents an expanded mandate and sets out an expanded purpose and types of actions when advising Council on the Pan Am Games Operations and Legacy planning. It highlights the expansion of the Sub-Committee with increased Council representation and representation from the volunteer Host Community Committee.

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The new Terms of Reference has been fully developed to help with a “go forward” set of parameters which both new and long-standing members can follow.

***Alternatives for Consideration - See Page 3***

**FINANCIAL - STAFFING - LEGAL IMPLICATIONS**

Financial: There are no financial implications associated with the recommendation of the report.

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

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

**HISTORICAL BACKGROUND**

In January 2011, Hamilton City Council approved a site for the Pan Am Stadium, and through Report 11-004 respecting International Event Opportunities/2015 Pan Am Games Update created a Pan Am Stadium Precinct Sub-Committee. The recommendation by Council stated “That the appropriate staff from the Mayor’s Office, and Councillors L. Ferguson and B. Morelli be appointed as Council’s liaison with the staff and stakeholders involved during the construction process”.

The Sub-Committee has actively been functioning on behalf of Council since June 2011 on the construction process for the new Stadium and the neighbourhood plan for the community surrounding the Stadium.

Sub-Committee membership included: Mayor, two representatives from Council and one representative from each of the stakeholder groups: Hamilton Tiger-Cats and the Local Soccer Community.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

There are no policy implications associated with the recommendation of this Report.

**RELEVANT CONSULTATION**

In preparation for Report PW14012, the new Pan Am Stadium Precinct Sub-Committee Terms of Reference, consultation and assistance is being provided by:

Pan Am Stadium Precinct Co-Chair

City Clerk’s Division

Director of Neighbourhood and Community Initiatives, Community Services Department in regards to the Stadium Precinct Community Plan and continued oversight by the Sub-Committee.

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**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

At the time the current Terms of Reference were developed it was relatively generic with mandate for the Sub-Committee to be involved during the stadium construction process and to oversee the development of the Pan Am Stadium precinct.

The Terms of Reference articulated that “the Terms of Reference may be amended periodically by consensus of the Committee”.

In comparing the two Terms of Reference, the responsibilities change as the Pan Am Stadium construction process nears completion and Pan Am Games planning and legacy is emerging. It is believed it is time to implement a new set of responsibilities and membership to the Sub-Committee should increase to include additional members of Council and a representative from the volunteer Host Community Committee.

**ALTERNATIVES FOR CONSIDERATION**

**Alternative A:** Should Sub-Committee Members and Council not wish to proceed with the new Terms of Reference as presented in Appendix A to Report PW14012, Sub-Committee members and/or Council could direct staff to go back and amend the Terms of Reference to reflect proposed changes.

**Alternative B:** Sub-Committee members and/or Council could opt to not change the current Terms of Reference for the Sub-Committee until after construction is completed and direct staff to come back at a later date. Staff are not recommending this alternative as Games planning is gearing up and advice, input and support is needed for Games operations and Legacy planning.

**ALIGNMENT TO THE 2012 - 2015 STRATEGIC PLAN**

**Strategic Priority #1**

A Prosperous & Healthy Community

*WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.*

**Strategic Objective**

1.5 Support the development and implementation of neighbourhood and City wide strategies that will improve the health and well-being of residents.

**Strategic Priority #2**

Valued & Sustainable Services

*WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.*

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**Strategic Objective**

- 2.2 Improve the City's approach to engaging and informing citizens and stakeholders.
- 2.3 Enhance customer service satisfaction.

**Strategic Priority #3**

Leadership & Governance

*WE work together to ensure we are a government that is respectful towards each other and that the community has confidence and trust in.*

**Strategic Objective**

- 3.1 Engage in a range of inter-governmental relations (IGR) work that will advance partnerships and projects that benefit the City of Hamilton.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix A - New Proposed Terms of Reference

## Terms of Reference

### **Pan Am - Hamilton Stadium Project and Pan Am Games Operations - 2014 to 2015 Pan Am Stadium Precinct Sub-Committee**

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#### **Mandate**

In January 2011, Hamilton City Council approved a site for the Pan Am Stadium and through Report 11-004 respecting International Event Opportunities/2015 Pan Am Games Update created Pan Am Stadium Precinct Sub-Committee. The recommendation by Council stated “That the appropriate staff from the Mayor’s Office and Councillors L. Ferguson and B. Morelli be appointed as Council’s liaison with the staff and stakeholders involved during the construction process”.

This Sub-Committee was formed with the intent of providing advice, input and support for the new Pan Am Stadium throughout the construction process and to help advance the precinct revitalization around the new Stadium for the Pan Am Games in Hamilton.

Now that the new Pan Am Stadium construction process is well on its way to completion and the Pan Am Games Operations and Legacy Planning is emerging, there is now an opportunity to build ownership in the Pan Am Games in Hamilton.

The Sub-Committee would expand its mandate to include the Pan Am Games Operations and the Games Legacy for Hamilton and continue to oversee the Stadium construction and Precinct planning.

The new terms of reference highlights the expansion of the Sub-Committee’s mandate and representation on the Committee.

#### **1.1 Purpose**

The purpose of the Pan Am Stadium Precinct Sub-Committee is to provide advice, input, guidance and support for:

- the new Stadium throughout the construction process
- the Stadium Precinct Community Plan
- hosting of the Pan Am Games Soccer and Culture Festivities
- taking full advantage of the significant and unique opportunities to promote Hamilton and enhance the overall quality of the Pan Am Games experience for participants, residents and visitors

##### **1.1.1. Aims**

- To continue to provide support and assistance on the Stadium construction
- To continue to provide support and assistance on the Stadium Precinct Plan
- To support Hamilton’s Host Committee with Games operations and festivities

- To advise General Issues Committee and Council of progress and to receive feedback, advice and direction , as appropriate
- To assist the public with issues relevant to the stadium construction, Stadium Precinct Plan, Games planning and Games Legacy

## **1.2 Membership**

- The Mayor plus four members of Council
- One representative to be appointed by the Hamilton Tiger-Cats
- One representative of the Local Soccer Community
- Hamilton Pan Am Games Host Committee Chair

1.2.1 A quorum shall be achieved when 50% + 1 of the membership body is present.

## **1.3 Support Services**

1.3.1 City staff from the Pan Am Initiatives Office, Public Works, Neighbourhood and Community Initiatives, Community Services and Planning Departments and/or their consultant(s), will act as staff resources

1.3.2 Clerical services will be provided by the Office of the City Clerk

1.3.3 The City shall provide the Committee with reasonable access to the project consultant(s) and City staff.

## **1.4 Meetings**

1.4.1 The Committee shall meet monthly or at the call of the Chair.

1.4.2 The meetings shall be at locations designated by the Committee.

## **1.5 Minutes and Agendas**

1.5.1 The minutes of the Committee meetings shall be prepared by City staff or its consultant(s) and forwarded to Committee members in a timely manner.

1.5.2 The Chair(s) may grant requests for discussion of items not on the agenda.

1.5.3 The Sub-Committee will report to the General Issues Committee.