



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Hamilton Water Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	April 7, 2014
SUBJECT/REPORT NO:	Terms of Reference for Hamilton Water Public Works Sub-Committee (PW07007b) - (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Dan McKinnon Director of Hamilton Water 905-546-2424, Extension 5941
SUBMITTED BY:	Gerry Davis, CMA General Manager Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That the "Woodward Avenue Wastewater Treatment Plant Phases 3 and 4 Class EA Sub-Committee" be renamed to the "Hamilton Water Sub-Committee";
- (b) That the Terms of Reference attached as Appendix "A" be approved.

EXECUTIVE SUMMARY

In 2007, Council approved report PW07007 "Terms of Reference for Sub-committee Established for Phases 3 and 4 of Municipal Engineers Association Municipal Class EA Process for CSO Control and Wastewater Treatment Plant Expansion" as presented to the Public Works Committee on January 15, 2007 and to Council on January 24, 2007. Appendix 'A' to that report was the approved terms of reference for the new sub-committee.

Through the passage of time and evolution of the mandate within Hamilton Water, a revised terms of reference is being recommended as attached in Appendix 'A' of this report.

The recommendations contained in this report support the Mission Statement of the Public Works Business Plan "Innovate Now" - "Provide safe, strategic and environmentally conscious services that bring our communities to life".

Alternatives for Consideration - See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: N/A
Staffing: N/A
Legal: N/A

HISTORICAL BACKGROUND

The recommendations contained within this report have City wide implications.

The report titled PW07007 “Terms of Reference for Sub-committee Established for Phases 3 and 4 of Municipal Engineers Association Municipal Class EA Process for CSO Control and Wastewater Treatment Plant Expansion” (PW07007a) was presented to the Public Works Committee on January 15, 2007 and to Council on January 24, 2007, for which the recommendations were as follows:

That report PW07007a be received for information;

- (b) That the Terms of Reference for the Sub-committee Established for Phases 3 and 4 of Municipal Engineers Association Municipal Class EA Process for CSO Control and Wastewater Treatment Plant Expansion, attached as Appendix ‘A’ to report PW07007a be approved;
- (b) That the item respecting “Terms of Reference for Sub-Committee established for Phases 3 and 4 of Municipal Engineers Association Municipal Class EA Process for CSO Control and Wastewater Treatment Plant Expansion” be lifted from the Outstanding Business List on the Public Works Committee Agenda.

This report proposes re-naming the sub-committee to “Hamilton Water Sub-committee” and recommends an update to the current terms of reference as to better align the current complexities of the mandate and overall Hamilton Water Program.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONAL FOR RECOMMENDATION

The existing sub-committee name reflects a phase in the Environmental Assessment process that has long since been completed. A number of new, very large and complex projects are beginning imminently and staff believes it is prudent to re-establish the mandate and meeting cycle of the sub-committee to ensure the appropriate and timely sharing of information respecting these projects.

ALTERNATIVES FOR CONSIDERATION

As an alternative, Council may choose to not proceed with having a Hamilton Water Sub-Committee requiring staff to share information and seek advice directly from Public Works Committee.

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

1.2 Continue to prioritize capital infrastructure projects to support managed growth and optimize community benefit.

The proposed modification to the existing sub-committees terms of reference will ensure all Hamilton Water programs are best aligned to meet Council's and the overall corporate mandate.

Strategic Priority #2

Valued & Sustainable Services

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

Strategic Objective

2.1 Implement processes to improve services, leverage technology and validate cost effectiveness and efficiencies across the Corporation.

The proposed modification to the existing sub-committees terms of reference will allow staff the opportunity to seek input from the sub-committee early in the process on the approach to leveraging technology selection and procurement as to maximize the significant investment being made in water and wastewater infrastructure.

2.2 Improve the City's approach to engaging and informing citizens and stakeholders.

The proposed modification to the existing sub-committees terms of reference will allow staff the opportunity to seek input from the sub-committee early in the process on how and when our community and stakeholders are consulted as ensure proper engagement at key program milestones.

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.

Considering many Hamilton Water projects are receiving funding from different levels of government, the proposed modification to the existing sub-committees terms of reference will provide opportunity to engage members of the sub-committee and provide frequent status updates as to ensure continual compliance with current IGR stakeholder relationships, including future opportunities.

APPENDICES AND SCHEDULES ATTACHED

Appendix 'A': Hamilton Water - Terms of Reference - Public Works Sub-Committee.