



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Light Rail Transit Office**

<b>TO:</b>	Mayor and Members Light Rail Transit Sub-Committee
<b>COMMITTEE DATE:</b>	November 29, 2016
<b>SUBJECT/REPORT NO:</b>	Dedicated Staffing for Hamilton Light Rail Transit (LRT) Project (PED16210) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Carla Ippolito (905) 546-2424 Ext. 2448
<b>SUBMITTED BY:</b>	Paul Johnson Director, LRT Project Coordination Planning and Economic Development Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That the dedicated staffing and support positions listed in “Appendix A” to Report PED16210 be approved, conditional on Metrolinx funding approval and a zero net levy impact to the City.

**EXECUTIVE SUMMARY**

In August, 2015 Council directed the City Manager to develop a dedicated staff team to work with Metrolinx to build the Hamilton Light Rail Transit (LRT).

A Memorandum of Agreement (MOA) between the City of Hamilton and Metrolinx was approved by Council on February 10, 2016. As per the MOA, Hamilton will provide staff to facilitate reviews and approvals to expedite the delivery of the Project. Within the MOA it was noted that these positions may be changed from time to time, be decreased or expanded as required, with approval by both Metrolinx and the City.

On March 30, 2016, Council approved 12.75 dedicated staff and 4.00 support staff in the 2016 budget. A review of staffing positions has been undertaken determining that some amendments will be required moving forward. Proposed amendments, both increases and decreases to the complement are identified in “Appendix A” to Report PED16210.

**SUBJECT: Dedicated Staffing for Hamilton Light Rail Transit (LRT) Project  
(PED16210) (City Wide) - Page 2 of 4**

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The additional positions required over the next few years are related to Engineering Services. These additional positions will ensure the required priority review of numerous procurement documents relating to design and construction, which is imperative to ensure proper specifications, are being used during the bidding process as well as the completion of future inspections.

**Alternatives for Consideration – See page 3**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** As per the MOA and subject to Metrolinx approval, Metrolinx has agreed to fund all positions, employee related expenses and third party costs as it relates to the delivery of the project. Staff will not be hired until formal approval in writing for the hiring of these positions has been received from Metrolinx.

**Staffing:** The dedicated staff positions for the Hamilton LRT project are required to complete the project. The length of time staff are required may vary; however, the majority of staff will be required for the duration of the project. In the event that City departments would like to retain some of these positions after project completion, Council approval will be required at that time.

**Legal:** N/A

**HISTORICAL BACKGROUND**

On May 26, 2015, the Ontario Provincial Government announced \$1B in Provincial funding for the LRT project, from McMaster University to Queenston Traffic Circle (B-Line), with a spur (A-Line) from Downtown to serve the West Harbour GO Station and the Waterfront, budget permitting. A pedestrian connection to the GO Centre on Hunter Street is also included as part of the project.

On August 14, 2015, Council approved the creation of a light rail transit office as a means to coordinate work with Metrolinx and engage the broader community in the building of an LRT in Hamilton.

On February 10, 2016, Council approved the Memorandum of Agreement (MOA) between the City of Hamilton and Metrolinx. The MOA indicated that Hamilton will provide dedicated staff and support staff to facilitate review and approvals to expedite the delivery of the Project. On March 30, 2016, Council approved 12.75 dedicated staff and 4.00 support staff in the 2016 budget.

**SUBJECT: Dedicated Staffing for Hamilton Light Rail Transit (LRT) Project  
(PED16210) (City Wide) - Page 3 of 4**

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A review of staffing positions has been undertaken determining that some amendments will be required moving forward, primarily to support new positions in the Engineering Services Division of Public Works subject to Metrolinx approval.

As we continue to move forward with design and construction of the Hamilton LRT project, additional support for the Engineering Services Division is required in order to ensure proper specifications are being used during the bidding process as well as the completion of future inspections.

As per the MOA, positions may be changed from time to time, decreased or expanded as is required, with approval by both Metrolinx and the City. Metrolinx has agreed to fund all positions, employee related expenses and third party costs as it relates to the delivery of the project.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

**RELEVANT CONSULTATION**

City Department consultation included staff from the Public Works, Human Resources and Corporate Services Departments. Metrolinx was consulted to ensure that the details of this report align with their approvals and subsequent reimbursement of project staffing costs.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The above noted recommendations are required to ensure the LRT project budget (as it relates to City staff) is updated accordingly and that all expenses are reported in an open and transparent manner for both City Council and Metrolinx.

Given the timing of the review of project specifications, the hiring of some of these positions needs to begin immediately and therefore the change in dedicated staffing is being requested through this recommendation report.

**ALTERNATIVES FOR CONSIDERATION**

As an alternative to the recommendation above, existing City staff could be assigned to undertake the responsibilities outlined in the MOA between the City and Metrolinx to ensure the building of the LRT in Hamilton. While this alternative would eliminate the need for additional hiring of staff, this alternative is not recommended as it would significantly impact the ability of City staff to complete existing work throughout the City in order to meet the LRT timelines.

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

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

**Our People and Performance**

*Hamiltonians have a high level of trust and confidence in their City government.*

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” – Hamilton Dedicated Staff & Primary Support Staff

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