



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Transportation Planning and Parking Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	September 6, 2023
<b>SUBJECT/REPORT NO:</b>	Delegation of Authority to Staff for Entering Agreements with The Ministry of Transportation Ontario and Other Agencies for Cordon Count Program (PED23190) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Omar Shams (905) 546-2424 Ext. 7474
<b>SUBMITTED BY:</b>	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That authorization be given to enter into an agreement with the Ministry of Transportation Ontario to claim reimbursement for transportation data conducted on Provincial Highways within Hamilton as part of the Cordon Count Program, including the rights, responsibilities, obligations and covenants under the Agreement (the "Agreement");
- (b) That the General Manager of the Planning and Economic Development Department, or his delegate, be authorized, on behalf of the City of Hamilton, to negotiate, enter into and execute an agreement and any ancillary documents required to give effect to this assignment and any future traffic data collection, cost sharing and data dissemination efforts in a form satisfactory to the City Solicitor.

**EXECUTIVE SUMMARY**

The City of Hamilton has been actively participating in the Cordon Count Program and Transportation Tomorrow Survey since 1986. The Cordon Count Program is a collaboration of jurisdictions to collect detailed traffic count from around the Greater

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Toronto Hamilton Area road and transit systems, which is used for numerous transportation planning and forecasting exercises.

The Cordon Count Program requires the collection of traffic counts on both municipal and provincial highway facilities. The Ministry of Transportation Ontario is responsible for funding counts on Provincial highways, however, for the purpose of the local Cordon Count Program, require local municipalities and their contractors to conduct these traffic counts on behalf of the Ministry.

The purpose of this Report is to seek authorization to enter into an Agreement with the Ministry of Transportation Ontario that will allow the City of Hamilton to claim reimbursement from the Ministry of Transportation Ontario for conducting counts on their behalf. The amount to be received is \$11,695.50 for performing traffic counts on six Cordon Count stations situated on the Provincial highway system.

**Alternatives for Consideration – See Page 4**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The City of Hamilton to claim reimbursement from the Ministry of Transportation Ontario for \$11,695.50 for performing traffic count on six Cordon Count stations situated on the Provincial highway system.

Staffing: N/A

Legal: To enter an Agreement with the Ministry of Transportation Ontario for performing traffic count as part of the Cordon Count Program, including the rights, responsibilities, obligations and covenants under the Agreement, in a form satisfactory to the City Solicitor.

**HISTORICAL BACKGROUND**

The City of Hamilton has been a participating member of the Cordon Count Program and Transportation Tomorrow Survey since 1986. The Cordon Count Program is a collaboration of jurisdictions to collect detailed traffic count from around the Greater Toronto Hamilton Area road and transit systems. The Cordon Count Data is managed by the University of Toronto, Data Management Group. The Cordon Count Data is used to monitor changes in travel patterns and trends, commuter behaviour, validate travel demand forecasts models, and gauge impacts of urban growth and infrastructure improvements. The Cordon Count Data and trend analysis add value to municipal transportation planning and engineering activities such as:

- Transportation Master Plans and Planning Studies;
- Environmental Assessments and Capital Works and Infrastructure Investments;
- Travel Demand Forecasting; and,
- Development Charges and Goods Movement Studies.

In April 2023, through a competitive bidding process, as per the City of Hamilton's Procurement Policy By-law and best practices, Pyramid Traffic Inc. was selected to provide the City of Hamilton with transportation count services and studies for 2023 Cordon Count Program. In June 2023, the contractor performed manual vehicle and occupancy counts on 128 predetermined stations across the City of Hamilton. Six of the stations are situated on Provincial highway systems which falls under the jurisdiction of the Ministry of Transportation Ontario. As part of the Cordon Count Program 2023, the Ministry of Transportation Ontario required local municipalities to perform traffic count on Provincial highways within their jurisdiction on behalf of the Ministry of Transportation Ontario and get reimbursed for the cost incurred.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The policies and regulations governing the confidentiality of information that will be shared and agreed to comply with the Federal (Personal Information Protection and Electronic Documents Act), Provincial and Municipal (Municipal Freedom of Information and Protection of Privacy and the Personal Health Information Protection Act) laws and regulations.

## **RELEVANT CONSULTATION**

The City of Hamilton Transportation Division of the Public Works Department has been consulted and they are supportive of this initiative. In addition, the City of Hamilton, Legal Services were engaged on the review of the legal agreement and its ancillary documents.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The Cordon Count Data is collected every five years and used to monitor changes in travel patterns and trends, commuter behaviour, validate travel demand forecasts models, and gauge impacts of urban growth and infrastructure improvements.

The data and trend analysis add value to Hamilton and the Greater Golden Horseshoe transportation planning and engineering activities such as Transportation Master Plan, growth-related infrastructure needs assessment, area specific planning studies,

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environmental assessments, capital works and infrastructure investments, travel demand forecasting, development charges, and goods movement studies.

The City of Hamilton, the Ministry of Transportation Ontario, and other participating agencies of the Cordon Count Program would require entering cost and data-sharing agreements as needed. Provision of delegated authority to staff can streamline the process for cost reimbursement and data dissemination needs.

Within the framework of the Agreement, the Ministry maintains its association with Hamilton regarding the provision of services for the Cordon Count Program – 2023. Hamilton and its contractor, in-turn, commits to ensuring delivery of the services as outlined in the Agreement at a cost not exceeding \$12,000.

### **ALTERNATIVES FOR CONSIDERATION**

Council could choose not to enter into the Agreement. This is not recommended as it would not allow the City of Hamilton to claim reimbursement from Ministry of Transportation Ontario for the cost of conducting traffic counts on Provincial highways as part of the Cordon Count Program.

### **APPENDICES AND SCHEDULES ATTACHED**

N/A