

## **RHVPI Recommendations – Progress Update**

### **Communications Plan - Redhill Valley Parkway Inquiry Recommendations Progress Updates**

#### **Purpose**

To ensure that City Council, residents, and staff receive regular updates on the progress of the recommendations from the “Report of the Red Hill Valley Inquiry” from the Honourable Mr. Justice Herman J. Wilton- Siegal dated November 29, 2023.

#### **Objectives**

- To enhance transparency and accountability while ensuring that information is communicated in a clear and easily understandable manner.
- To increase community understanding about the City’s efforts to address the inquiry recommendations and the ongoing work to prioritize and continually enhance roadway safety.

#### **Target Audiences**

##### **Internal**

- City of Hamilton, City Council
- City of Hamilton, Senior Leadership Team
- City of Hamilton, Staff

##### **External**

- City of Hamilton residents
- Media

#### **Attached**

- Progress Update

See pages 2 and 3 for an overview of the Communication Tactics which will be used to support the Reports being provided to Council and Committee.

**Table 1: Communication Plan**

Purpose of Communication	Audience	Frequency	Formats	High-level Content of Communications	Person Responsible for Communication
Bi-Annual updates to GIC	Mayor and Council	6 months (targeting spring and fall)	Information Report; Presentation to Council as needed	Summary of the progress on RHVPI recommendations and resultant action items, including expected completion dates.	RHVPI Working Group Chair (Director of Corporate Asset Management, Public Works)
Status of RHVPI Recommendations - Progress Updates for General Public	General Public	Every 6 months in conjunction with update to GIC	City Website - RHVPI webpage <a href="#">Red Hill Valley Parkway Judicial Inquiry Overview   City of Hamilton</a>	Status of recommendations, key action items and expected completion dates (summarized version of the Information Report to Council)	RHVPI Working Group Chair and Communications
Status of RHVPI Recommendations - Progress Updates for General Public	General Public	Every 6 months in conjunction with update to GIC and as needed	Post on appropriate City Social Media Channels – Twitter/X, Bluesky, Facebook, LinkedIn	Summary of the progress towards recommendations and linking to RHVPI webpage	Communications
Status of RHVPI Recommendations - Progress Updates for General Public	Electronic Newsletter Subscribers	Every 6 months in conjunction with update to GIC and as needed	Inclusion in City Electronic Newsletter	Summary of the progress towards recommendations and linking to RHVPI webpage	Communications

Purpose of Communication	Audience	Frequency	Formats	High-level Content of Communications	Person Responsible for Communication
Status of RHVPI Recommendations - Progress Updates for General Public	Media, General Public	Following Council ratification of GIC Report	Issue Media Release	Summary of the progress towards recommendations and linking to RHVPI webpage	Communications with Public Works GM, RHPVI Working Group Chair and City Manager’s Office
Status of RHVPI Recommendations - Progress Updates to City Manager, Senior Leadership Team	City Manager, Senior Leadership Team	6 months	Briefing Note/ Copy of Council Information Report	Progress on RHVPI recommendations and corresponding action items including expected completion dates and deviations, if any, from previously reported target dates.	Public Works General Manager; RHVPI Working Group Chair
Communications to City Staff	City Staff	On-going, as needed	Communication from Senior Leadership Team; Inclusion of relevant material in training, seminars, workshops etc.	Communications related to the importance of actioning the recommendations and related requirements.	RHVPI Working Group members

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Appendix B

## RHVPI ACTION ITEMS



**STATUS OF ACTION ITEMS:**

In progress Completed

**Table 2: Red Hill Valley Parkway Inquiry Progress Update, April 2026**

The following table summarizes the status of action items by category. “In Progress” items are shown in blue and “Completed” items are shown in green.

<b>Category</b>	<b>In Progress</b>	<b>Completed</b>
Traffic Safety on the Red Hill Valley Parkway and Lincoln M. Alexander Parkway	8	12
Delineating the Roles and Responsibilities of City Staff	1	1
The Culture within the Public Works Department	0	5
Information Sharing and Communication among Staff	1	1
Staff Reporting Obligations	2	0
Staff Communications with Media and Public	0	1
Consultant Engagements and Assignments	2	2
Staff Reports	0	1

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Appendix B

### ANNUAL HIGHLIGHTS / TARGETS

#### COMPLETED SINCE FALL 2025

Roadway safety training module for staff involved in planning, design, construction, operation, and maintenance

Employee Surveys for Public Works Leaders: to assess the extent to which Public Works leadership demonstrates collaboration, transparency, and accountability.

**City Wide Media Training:**  
This training included explicit guidelines for honest communication with the media and public, particularly on difficult issues.

Update of Code of Conduct Policy to clarify requirements related to Consultant Engagements and Assignments.

Formalization of Public Works offboarding process to strengthen succession planning and knowledge transfer.

Update of the Public Works Project Management process to strengthen project charter requirements and conflict-resolution mechanisms for projects crossing organizational lines.

#### PROJECTED IN 2026



Implement an Electronic Documents and Records Management System, including a centralized library for consultant documentation, to promote transparency and accountability.



Reinforce the review of existing City-wide procedures and policies (e.g. Council Staff Relationship Policy, etc.)



Adoption of processes for comprehensive traffic safety approach similar to the Ministry of Transportation of Ontario to monitor and address traffic safety issues on the RHVP and LINC.



Strengthen requirements and clarify expectations related to the engagement and oversight of consultant assignments.

\* All action items have an overall target completion date of 2026.

## **Red Hill Valley Parkway Inquiry- Annual Highlights/Targets (April 2026)**

This graphic summarizes completed and planned actions related to the Red Hill Valley Parkway Inquiry.

### Completed Since Fall 2025:

- Roadway Safety Training Module for staff involved in planning, design, construction, operation and maintenance
- Employee Surveys for Public Works Leaders to assess the extent to which Public Works leadership demonstrates collaboration, transparency, and accountability.
- City Wide Media Training: This training included explicit guidelines for honest communication with the media and public, particularly on difficult issues.
- Update of Code of Conduct Policy to clarify requirements related to Consultant Engagements and Assignments.
- Formalization of Public Works off boarding process to strengthen succession planning and knowledge transfer.
- Update of the Public Works Project Management process to strengthen project charter requirements and conflict-resolution mechanism for projects crossing organizational lines.

### Projected in 2026:

- Implement an Electronic Documents and Records Management System including a centralized library for consultant documentation, to promote transparency and accountability.
- Reinforce the review of existing City-wide procedures and policies (e.g. Council Staff Relationship Policy, etc.)
- Adoption of processes for comprehensive traffic safety approach similar to the Ministry of Transportation of Ontario to monitor and address traffic safety issues on the RHVP and LINC.
- Strengthen requirements and clarify expectations related to the engagement and oversight of consultant assignments.

**Note:** All action items have an overall target completed date of 2026