



**Public Works Committee
BUDGET MINUTES 11-003(a)**

11:35 a.m.

Monday, March 7, 2011

Council Chambers

Hamilton City Hall

71 Main Street West

Hamilton, Ontario

Present: Councillors R. Powers (Chair), B. McHattie (Vice Chair),
C. Collins, S. Duvall, L. Ferguson, S. Merulla, T. Jackson and
T. Whitehead

**Absent
with Regrets:** Councillor R. Pasuta – Vacation

Also Present: C. Murray, City Manager
G. Davis, General Manager, Public Works
R. Rossini, General Manager, Finance & Corporate Services
H. Tomasik, Exec. Director, HR & Organizational Development
B. Goodger, Senior Director, Operations and Waste Management
J. Mater, Senior Director, Transportation, Energy & Facilities
G. Rae, Senior Director, Environment & Sustainable Infrastructure
G. Lupton, Director, Energy, Fleet, Facilities & Traffic Management
D. Hull, Director of Transit
J. Stephen, Director Rapid Transit
D. McKinnon, Director, Water and Wastewater Operations
B. Shynal, Director, Operations, & Waste Management
G. Moore, Director of Engineering Services
C. Murdoch, Director, Environmental Services
R. Norman, Acting Director Strategic Services
S. Paparella, City Clerk's Office

**THE FOLLOWING ITEMS WERE REFERRED TO THE GENERAL INFORMATION
COMMITTEE FOR CONSIDERATION:**

- 1. Road and Sidewalk Safety Maintenance – Roads Maintenance Activities
(PW11017) (Item 7.2)**

(Duvall/Whitehead)

That Report PW11017, respecting Road and Sidewalk Safety Maintenance –
Roads Maintenance Activities, be referred to the General Issues Committee for
consideration.

CARRIED

2. Winter Control Program – Stabilization Reserve (PW11014) (Item 8.1)

(Whitehead/Collins)

That Report PW11014, respecting the Winter Control Program – Stabilization Reserve, be referred to the General Issues Committee for consideration.

CARRIED

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

There were no changes to the agenda.

(Jackson/Duvall)

That the March 7, 2011 Public Works Committee agenda be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(Merulla/Collins)

That the Minutes of the February 16, 2011 Public Works Budget meeting be approved as presented.

CARRIED

(d) Road and Sidewalk Safety Maintenance – Roads Maintenance Activities (PW11017) (Item 7.2)

(Ferguson/Collins)

That Report PW11017, respecting Road and Sidewalk Safety Maintenance – Roads Maintenance Activities, be lifted from the table and be added as Item 7.2.

CARRIED

Bryan Shynal, Director of Operations, Operations and Waste Management, provided a PowerPoint presentation with respect to Report PW11017, regarding Road and Sidewalk Safety Maintenance – Roads Maintenance Activities. Mr. Shynal's comments included, but were not limited to, the following:

Road and Sidewalk Maintenance Activities:

Objective:

- Maintain the City's roadways and sidewalks in a safe condition within the provincially legislated Minimum Maintenance Standards (MMS).

Strategy:

- Use best practices to ensure effective and efficient program delivery;
- Establish adequate program funding to ensure achievement of approved service levels; and,
- Encourage continual program improvements.

Road and Sidewalk Asset Inventory – City Wide:

Asset	Quantity
• Roadways	6,522 lane km
• Sidewalks	2,367 km (approx. 1.57 million bays)
• Bridges/Structures	390

Minimum Maintenance Standards (MMS):

- Ontario Regulation 239/02 establishes MMS for municipal roadway maintenance and operation including:
 - Frequencies for routine road patrolling;
 - Maintenance of bridge decks and approaches;
 - Specifies maximum response times for repairing potholes, cracks, discontinuities and shoulder drop offs and sidewalk discontinuity deficiencies;
 - MMS regulations were amended in 2010 relating to Winter and Summer patrolling and Trip & Falls on Sidewalks, which impacts service delivery requirements.

Proposed budget enhancement request:

Sidewalk Discontinuity	\$ 600
Road Patrol	\$ 100
Bridge Repairs (Decks and Approaches)	<u>\$ 500</u>
Total	\$1,200

- Sidewalk Inspection and Repairs:

Existing Program:

- Service Level: Annual sidewalk condition inspection and reporting structure to identify hazardous conditions (i.e. cracks and trip hazards).
- 2010 inspection report identified approximately 43,000 defective sidewalk bays.
- Budget: \$2.1 Million (operating)

Proposed Program:

- Service Level: Annual inspection and timely repairs of deficiencies.
- Budget: Additional \$600,000 will provide the necessary funding to meet the proposed service level.
- Return on Investment: Improved public safety, risk management and claims defence.

Road Patrol – Existing Program:

- Service Level: Road patrol activities include monitoring roadway conditions and record keeping (24/7 during the winter season) to determine activity response.
- Budget: Current resources (approximately \$442,000 operating) are embedded within the Roads Program budget and will be managed going forward through separate activity codes for accountability purposes.

Roads & Sidewalks – Program Status – Existing Service level:

Currently there is a reactive approach to address concerns.

The Risks Associated with this approach: The City received approximately 2,700 claims related to roads infrastructure, between 2001 to 2010; resulting in an expenditure of approximately \$14.2 million in claims resolutions.

Proposed Service Levels – Proposed Program:

- Service Level: Per the Minimum Maintenance Standards
- Budget: Additional \$100,000 will fund patrol service level and data collection technology (e.g. upgrades to meet the amended MMS patrolling requirements)
- Return on Investment: Compliance with the MMS regulations for patrolling, which will improve overall program compliance and the City's ability to successfully defend against claims.

Staff Direction:

Road Patrol – that staff be directed to investigate the feasibility of training other City vehicle drivers (garbage truck, snow plow, etc.) to record severe potholes noticed during the date and reporting back at the end of each shift.

(Collins/Whitehead)

- (a) That the presentation, respecting Road and Sidewalk Safety Maintenance – Roads Maintenance Activities, be received.
- (b) That Item “A”, respecting Report PW011017 – Road and Sidewalk Safety Maintenance – Roads Maintenance Activities, be removed from the Public Works Committee’s Outstanding Business List.

CARRIED

(e) Storm Water Management Program – Budget Enhancement Presentation (Item 7.3)

Bryan Shynal, Director of Operations, Operations and Waste Management, provided a PowerPoint presentation with respect to the Storm Water Management Program budget enhancement contained in Report FCS11023(a). Mr. Shynal’s comments included, but were not limited to, the following:

Storm Water Facility Maintenance Program:

Overview:

To provide effective management of surface municipal storm water system through the inspection, evaluation, maintenance and rehabilitation of municipally owned storm water infrastructure facilities including:

- Culverts
- Catch Basins
- Creeks
- Drainage Channels
- Inlet/Outfall
- Storm Ponds Facilities
- Storm Water Treatment System
- Storm Water System – Infrastructure Value and Condition

Asset value:

- Approximate replacement value of the City’s storm water system is \$1.6 billion, which includes \$53 million for storm ponds and inlet/outfall structures.

Asset Condition Rating:

- Overall condition rating of “D” for storm ponds, inlet/outfall structures, and stormceptors.

Storm Water Facility Maintenance Program Status:

Existing Service level: Reactive approach to address concerns.

Risks: Potential infrastructure failure or substandard operation of existing system; legal implications with non-compliance with Environmental Protection Act (EPA).

Catch Basin Cleaning - Existing Program:

- Service Level: Currently there is no approved service level. The current practice is to clean approximately 5,000 (of the 33,500) catch basins on a rotating schedule.

Budget:

- \$234,000 (Approximately 65% of the budget is for planned maintenance activities, 35% is for emergency cleaning.)

Proposed Program:

- Service Level: Annual inspection and cleaning of entire inventory.
- Budget: Request for an additional \$735,000 to fund the service level.
- Return on Investment: Avoidance of nuisance flooding, due to sedimentation and litter.

Storm Water Facility Maintenance Program:

Proposed budget enhancement request:

• Annual catch basin cleaning.	\$ 735
• Catch basin repairs.	\$ 150
• Storm water maintenance ponds (SWMP) - facility capital repairs and lifecycle rehabilitation.	\$ 650
• Maintenance of culverts, outfalls, and structures.	\$ 270
• Annual inspection and maintenance of stormceptors.	\$ 75
• Program development and monitoring system.	\$ 75
• Asset inventory & condition data management.	<u>\$ 45</u>
Total	\$2,000

Catch Basin Repairs – Existing Program:

- Service Level: Currently no approved service level. Increasing backlog of repairs due to aging infrastructure.
- Budget: Current annual budget is \$370,000.

Proposed Program:

- Service Level: timely repair of all damaged and substandard catch basin structures.
- Budget: Request for an additional \$150,000 to fund the service level.
- Return on Investment: Improvement to road surface condition, safety and risk management

SWMP Facility Maintenance:

Existing Program:

- Service Level:
 - No approved Service Level.
 - Inventory: 145 sites (wet ponds, dry ponds, constructed wetlands)
- Budget:
 - No available current budget for preventative maintenance.

Proposed Program:

- Service Level
 - Planned annual inspection, ongoing asset management program including planned maintenance and lifecycle rehabilitation works. (approx. 12 year rehab cycle).
- Budget: Request for an additional \$150,000 to fund the service level.
- Return on Investment:
 - Benefits of the enhancement include optimized functionality of the system which may mitigate the possibility of downstream flooding and improved water quality effluent, e.g. silt and other contaminants

Culverts, Outfalls and Structures:

Existing Program:

- Service Level:
 - No approved service level for the preventative maintenance of road crossing culverts, box culverts, entrance culverts, creeks and tributaries (City-owned)
- Budget: No Existing operating budget.

Proposed Program:

- Service Level:
 - Develop a full inventory of assets and maintain current condition assessments.
 - Perform priority capital maintenance and planned lifecycle rehabilitation works.
- Budget: Requested enhancement of \$270K.
- Return on Investment: Optimal and reliable performance of critical infrastructure for improved service, safety and risk management.

Stormceptor:

Existing Program:

- Service Level:
 - No approved service level for the maintenance of underground on line eng. structures that are subject to M.O.E. regulations.
- Budget: No current budget.

Proposed Program:

- Service Level: Annual inspection and cleaning of the existing inventory of 46 municipally-owned stormceptors.
- Budget: \$ 75,000 to fund the service level.
- Return on Investment: Optimal infrastructure performance yielding improved water quality.

Program Support:

- Requested enhancement of \$75K to support monitoring requirements for the storm water management program and for technical assistance with development and implementation of maintenance programs, i.e. ditching maintenance.

Asset Inventory & Condition Data Management:

- Enhancement request of \$45K to develop inventory and infrastructure condition assessment data bases and acquire technology to support program management.

(Whitehead/Duvall)

That the presentation, respecting the Storm Water Management Program, be received.

CARRIED

(f) Winter Control Program –Stabilization Reserve (PW11014) (Item 8.1)

(Ferguson/Collins)

That Report PW11014, respecting the Winter Control Program – Stabilization Reserve, be lifted from the table and be added as Item 8.1.

CARRIED

(Duvall/Collins)

That Item “B”, respecting the Winter Control Program – Stabilization Reserve, be removed from the Public Works Committee’s outstanding business list.

CARRIED

(g) Budget Overview (Item 7.1)

Gerry Davis, General Manager, Public Works provide a PowerPoint presentation and hand out. Highlights included but were not limited to the following:

Public Works Department Overview:

- Capacity building – collaboration and building on demonstrated strengths within the Public Works Department.
- Workforce Management – Productivity Enhancements
- Culture – Let Employees Excel / Succession Planning

Public Works Department – Timelines:

- September 3, 2009 - SMT Review of Public Works Department
- September 14, 2009 – Communication - Public Works Department
- September 14, 2009 - Appointment of three (3) Senior Directors
- September 15, 2009 – Communication – Public Works Department
- Directors with existing portfolios identified.
- New Director positions identified and filled through competition.
- Revised Department structure incorporated with the 2010 Budget Process.

Public Works FTE Adjustments:

- 4 FTEs deleted as part of 2010 Budget process.
- 4 FTEs transferred to the Planning & Economic Development Department – Efficiencies between Departments
- 3 FTEs transferred to the City Manager’s Office:
 - Return to Work Program
 - Organizational Behaviour Program
 - Support Staff
 - Base savings of \$130,000 transferred to fund program
- 2 FTEs transferred from Distributed Model Complement

(Jackson/Ferguson)

That the staff presentation respecting the Budget Overview be received.

CARRIED

(h) Staff Direction

- (i) Staff was directed to prepare the appropriate policy for the documentation and retention of claims, with respect to trips and falls related to sidewalk or road damage and report back to the Public Works Committee.
- (ii) Staff was directed to review the program enhancement request of \$1,200,000, for:
 - (aa) Sidewalk Maintenance - \$600,000;
 - (bb) Road Patrol (pot holes, cracks) - \$100,000; and,
 - (cc) Bridges, Decks and Roadway Surfaces (pot holes, cracks, etc.)

to determine if the investment could be phased in over several years, and report back to the General Issues Committee budget deliberations.

(i) ADJOURNMENT (Item 12)

(Ferguson/Duvall)

There being no further business, the Public Works Committee adjourned at 2:40 p.m.

Respectfully submitted,

Councillor R. Powers, Chair
Public Works Committee

Stephanie Paparella
Legislative Assistant
March 7, 2011