Present: Councillors L. Ferguson, Co-Chair, B. Morelli, Co-Chair
Mayor B. Bratina

Also Present: G. Davis, General Manager, Public Works
P. Barkwell, City Solicitor
D. Adames, Executive Director, Planning and Economic Development
L. Fontana, Director of Employee & Labour Relations
D. LaPointe-Kay, Director of Recreation, Community Services
C. Herstek, Director Facilities and Capital Programs, Community Services
P. Chapman, Mayor's Chief of Staff
M. Oddi, Senior Project Manager, Public Works
H. Travis, Senior Planner, Planning and Economic Development
S. Robichaud, Manager, Development Planning, Planning and Economic Development
A. Grozelle, Legislative Assistant, Clerks Office

THE PAN AM STADIUM SUB-COMMITTEE PRESENTS REPORT 11-001 AND RESPECTFULLY RECOMMENDS:

1. APPOINTMENT OF A CHAIR AND VICE-CHAIR

That Councillor L. Ferguson and Councillor B. Morelli be appointed Co-Chairs of the Pan Am Stadium Sub-Committee.
2. **Terms of Reference (Item 3.1)**

That the Terms of Reference attached hereto as Appendix ‘A’ of Report 11-001, be approved.

**THE FOLLOWING WAS REPORTED FOR THE INFORMATION OF COMMITTEE:**

Co-Chair Ferguson called the meeting to order.

(a) **CHANGES TO THE AGENDA (Item 1)**

The Clerk advised of the following change to the agenda.

That Item 3.5 respecting Carpenters Union Issues be heard prior to Item 3.2 Review of Design to date out of consideration for staff in attendance.

On a motion the agenda was approved as amended.

(b) **DECLARATIONS OF INTEREST (Item 2)**

There were no declarations of interest.

(c) **DISCUSSION ITEMS (Item 3)**

(i) **Terms of Reference (Item 3.1)**

There was some discussion on the draft Terms of Reference presented to the Sub-Committee. Highlights included but were not limited to the following:

- Committee members asked for clarification on what department had overseen the making of the draft Terms of Reference.
- David Adames indicated that that his office had drafted the Terms of Reference.
- Chair Ferguson asked where matters respecting the Velodrome would go.
- Staff indicated that there is a separate Velodrome Committee on which four Councillors sit.
- Staff provided an overview on the purpose and aims of the Sub-committee and outlined the suggested membership.

General Issues Committee – June 13, 2011
• Mayor Bratina discussed the legacy issue and the need for the Sub-committee to address not just the building of the stadium but also the precinct around the stadium

• Co-Chair Morelli indicated that it would be his intention that this Sub-committee would deal with the full precinct and not just the Stadium. This would include the areas of Parkview, Scott Park, the pool, and the railway platforms. To accomplish this Co-Chair Morelli Indicated that the Terms of Reference should have a wider scope.

• Staff suggested that this point could be added as a separate point in the terms of reference as the process is proceeding in different stages.

• Committee members indicated that there was a need to create a lasting legacy for the precinct of the Pan Am Stadium

• There was some discussion on the stakeholder representatives and what their role in the Committee would be. There was also discussion on the need for Community engagement in the overall Pan Am Stadium construction process.

On a Motion the Purpose section of the Terms of Reference was amended by the addition of a Sub-Section (b) to read as follows:

(b) To oversee the development of the Pan Am Stadium precinct

On a Motion the Terms of Reference were amended to rename the Pan Am Stadium Sub-committee the ‘Pan Am Stadium Precinct Sub-committee’.

On a Motion the Sub-Committee directed that pending the approval of the Terms of Reference the Clerks Office write a letter to Bob Young asking him to appoint a representative of the Hamilton Tiger Cats Organization for membership on the Sub-Committee.

On a Motion the Membership Section of the Terms of Reference were amended to indicate the General Manager of Public Works as the Sub-committees staff lead.
(ii) **Carpenters Union Issues (Item 3.5)**

On a Motion the Sub-committee moved into Closed Session at 3:30 p.m. to discuss Item 3.5 respecting Carpenters Union Issues pursuant to Section 239 subsections (d) and (e) of the Municipal Act 2001 as amended and Section 8 and subsections (d) and (e) of the City’s Procedural By-law as the subject matter being considered is related to labour relations or employee negotiations and litigation or potential litigation, including matters before administrative tribunals affecting the City.

**CARRIED**

On a Motion the Committee adjourned in Open Session at 3:39 p.m.

Chair Ferguson advised those in attendance that staff had provided only information to Committee members in Closed Session.

On a Motion the staff update respecting Carpenters Union Issues was received.

(iii) **Review of Design to Date (Item 3.2)**

Marco Oddi, Senior Project Manager, Public Works provided a verbal update to the Sub-Committee respecting the design to date. Highlights included but were not limited to the following:

- Discussed how staff are at the stage where they are examining the architectural processes
- Indicated that the RFQ is closed and the RFP is scheduled for the end of July
- Indicated that currently at this stage we are not dealing with finished designs but blockings stackings

Sub-Committee members had several questions of staff. Highlights included but were not limited to the following:

- Chair Ferguson asked if they could see the design process as it is now in order to allow comments prior to the final design
- Staff indicated that nothing will be available until the end of the month as the data sheets that determine usage and requirements are not yet completed
- Chair Ferguson indicated that the Committee members want to see the design well before it goes out to RFP to ensure issues are not missed at this stage
• Staff indicated that the building process is going to start in the Fall of 2012

• Chair Ferguson asked if the City of Hamilton was doing the demolition work
• Staff indicated that if the construction work begins in the fall of 2012 then the demolition would be part of the project
• Staff offered to provide a schedule on the project to the Sub-committee

• Chair Ferguson asked for more details on how the stadium could be built in one year
• Staff indicated that the agreement made with the Hamilton Tiger Cats gives them the use of the stadium until September of 2012
• Staff discussed how they would like to have initial site zoning amendment approvals done in advance so they could be included in the RFP
• Staff indicated that these technical variances would go to the August Planning Committee

• Chair Ferguson asked about the North side of the stadium and discussed the need to address the washrooms and seats in a similar fashion to what is being done on the South side
• Staff indicated that Toronto 2015 have just done the initial evaluation of the stadium to see what can options are available
• Co-Chair Morelli indicated that if the North stands are below standard compared to the South stands there will be an issue

Direction was provided to staff to bring further details to the Sub-Committee on the following matters:

• Project Schedule
• Overall Scope of Work
• Specific Scope of Renovations proposed on the North side
• Conceptual design
• Functional program

Chair Ferguson requested that another meeting be held this month and it be scheduled for three hours in length to be held in Council Chambers if possible.

On a Motion the staff update respecting Review of Design to Date was received.
(iv) RFQ Evaluation Process (Item 3.3)

On a Motion the update on RFQ Evaluation Process was received.

(v) Planning Issues (Item 3.4)

On a Motion the staff update on Planning Issues was received.

(d) ADJOURNMENT (Item 5)

The Pan Am Stadium Sub-committee adjourned at 4:03 p.m.

Respectfully submitted,

Councillor Lloyd Ferguson, Co-Chair
Councillor Bernie Morelli, Co-Chair
Pan Am Stadium Sub-Committee
Pan Am Stadium Sub-Committee

Andy Grozelle
Legislative Assistant
June 1, 2011
Terms of Reference

PanAm – Hamilton Stadium Project 2011-2015
Pan Am Stadium Precinct Sub-committee

1. Pan Am Stadium Precinct Sub-committee

In January 2011, Hamilton City Council approved a site for the Pan Am Stadium, and through Report 11-004 respecting International Event Opportunities/2015 Pan Am Games Update created a Pan Am Stadium Subcommittee. The recommendation by Council stated “That the Mayor of his designate, and Councillors L Ferguson and B. Morelli be appointed as Council’s liaison with the staff and stakeholders involved during the construction process.”

1.1 Purpose

(a) The purpose of the Pan Am Stadium Subcommittee is to provide advice, input and support for the new Pan Am stadium throughout the construction process.

(b) To oversee the development of the Pan Am Stadium precinct

1.1.1 Aims

• To review and provide input on the preliminary stadium design and site concept plan;
• Provide support and assistance to the planning approvals process.
• To advise General Issues Committee and Council of progress and to receive feedback, advice, and direction, as appropriate;
• To assist the public with issues relevant to the detailed design and construction phase.

1.2 Membership

In addition to the two Councillors and one staff from the Mayor’s Office, members of the Subcommittee are represented by a senior official. Representation on the committee is as follows:

• 2 Representatives from City of Hamilton Council (L. Ferguson & B. Morelli)
• 1 Representative – Mayor Bob Bratina or his designate
• 1 Representative from each of the following stakeholder groups:
  o Hamilton Tiger-Cats
  o Local Soccer Community
• The General Manager of Public Works will act as the Sub-committee’s staff led. City staff from the Pan Am Initiative, Public Works, Recreation and Planning Departments and/or their consultant(s), will act as resources
1.2.1 At the discretion of the Committee, interest group representation could be considered.

1.2.1 A quorum shall be achieved when 50% + 1 of the membership body is present.

1.2.2 The Committee shall appoint Co-Chairs.

1.2.3 Decision-making will be based on the principle that each member has the right to express his/her opinion. Decisions should be reached on a consensus basis but when required will be made by a vote of greater than 50%.

1.3 Support Services

1.3.1 The City shall provide for the administrative costs of operating the Committee, including the cost of meeting locations and clerical support services, but excluding members’ salaries or mileage expenses.

1.3.2 The City shall provide the Committee with reasonable access to the project consultant(s) and City staff.

1.4 Meetings

1.4.1 The Committee shall meet as necessary, but no less than four meetings shall be held per year.

1.4.2 The meetings will be scheduled at the call of the Chair.

1.4.3 The meetings shall be at locations designated by the Committee.

1.5 Minutes and Agenda

1.5.1 The minutes of the Committee meetings shall be prepared by City staff or its consultant(s) and forwarded to Committee members within 14 days after a meeting.

1.5.2 The Chair shall propose the Committee agenda. The Chair may grant requests for discussion of items not on the agenda.

1.6 Amendments

1.6.1 The Terms of Reference may be amended periodically by consensus of Committee.