SUBJECT: Niagara to GTA Corridor Planning and Environmental Assessment Study - City of Hamilton Stakeholder Groups Coordination Committee (City Wide) - (PW08025)

RECOMMENDATION:

(a) That staff be authorized and directed to establish a City of Hamilton Stakeholder Group Coordination Committee that will provide a local forum for coordination and information sharing for matters related to the Phase 1 Niagara to GTA Corridor Planning and Environmental Assessment Study;

(b) That the estimated cost of approximately $40,000 for the retention of an independent facilitator to manage the meetings of the Stakeholder Group Coordination Committee be funded from Project ID 40306555641, Niagara to GTA Corridor;

(c) That staff be directed to circulate all minutes of the City of Hamilton Stakeholder Group Coordination Committee for the Phase 1 Niagara to GTA Corridor Planning and Environmental Assessment Study to the Mayor, Members of Council and Senior Management Team.

EXECUTIVE SUMMARY:

On May 11, 2005 Hamilton City Council approved a resolution strongly supporting the need for transportation solutions in the Niagara to GTA area to address congestion, economic growth, and the long term land use framework for the City of Hamilton. In October 2005, the Ministry of Transportation Ontario (MTO) submitted a Terms of
Reference for the Niagara to GTA Corridor Planning and Environmental Assessment Study to the Minister of the Environment for approval. Approval was given on June 6, 2006. Based on the approved Terms of Reference, the EA process/study will be a multi-modal investigation and will not be limited to a highway study.

The province is undertaking a two-phased study approach. Phase 1 of the study includes the “Alternatives to” planning process. Phase 2 of the study will identify and evaluate alternative methods of carrying out the transportation planning alternatives arrived at through the Phase 1 process. The province has completed a study plan for Phase 1 of the Study. A study plan for Phase 2 will not be developed until the completion of Phase 1. The MTO has completed a number of background documents and is also preparing an “Area Transportation System Problems and Opportunities Report”. The provincial project team has also developed a public consultation plan, which includes the establishment of a number of advisory groups and four rounds of Public Information Centres (PICs) for Phase 1 of this study.

Staff, elected officials and community members from affected municipalities are involved in a number of the advisory groups appointed by the Provincial study team. These groups are all providing advice and information to the MTO project team directly. As such, there is merit in establishing a Hamilton based coordination committee consisting of the Hamilton members of the various group. This could facilitate information sharing between the groups, coordination of input to MTO, where applicable, and provide a forum for discussion of local issues. As such, it is recommended that staff be authorized and directed to establish a City of Hamilton Stakeholder Groups Coordination Committee, that will provide a local forum for coordination and information sharing for matters related to the Phase 1 Niagara to GTA Corridor Planning and Environmental Assessment Study. Furthermore, staff should be directed to circulate all minutes of the City of Hamilton Stakeholder Group Coordination Committee to the Mayor, Members of Council and Senior Management Team, to ensure they are kept informed on issues and matters discussed by the group.

**BACKGROUND:**

Early in 2005, the Ministry of Transportation (MTO) released a draft Terms of Reference for the Niagara to GTA Corridor Planning and Environmental Assessment Study. A copy of the preliminary study area is shown on Appendix A. On May 11, 2005 Hamilton City Council approved a resolution strongly supporting the need for transportation solutions in the Niagara to GTA area to address congestion, economic growth, and the long term land use framework for the City of Hamilton. In October 2005, MTO submitted the Terms of Reference to the Minister of the Environment for approval. On June 6, 2006, the Minister approved the Terms of Reference which sets out the minimum process that must be followed during preparation of the Environmental Assessment. It is important to note that, based on the approved Terms of Reference, the EA process must examine all reasonable means of addressing the transportation problems and opportunities, such as travel demand management, transportation systems management, improved and/or new transit services, improved and/or new rail service (passenger and goods movement), improved and/or new marine service, improved air transport service, improved and/or new roadways/transit ways, do nothing and any combinations of the
foregoing. As such the study will be a multi-modal investigation and will not be limited to a highway study.

The province is undertaking a two-phased study approach. Phase 1 of the study includes the “Alternatives to” planning process and includes following key steps:

1. Develop a Study Plan.
2. Identify transportation problems and opportunities and verify the need for transportation improvements.
3. Identify and assess transportation planning alternatives (i.e. fundamentally different ways of addressing the problems and opportunities).
4. Select preferred transportation planning alternative(s) and recommend a Transportation Development Strategy.
5. Make recommendations for future work in the Niagara to GTA corridor.

Phase 2 of the study will identify and evaluate alternative methods of carrying out the transportation planning alternatives arrived at through the Phase 1 process.

Since approval of the Terms of Reference, MTO has undertaken a number of project initiation activities for Phase 1 of the study, such as:

1. Formed a Municipal Technical Advisory Group (MTAG) consisting of staff from municipalities within and adjacent to the study area. The purpose of MTAG will be to keep members informed on the study, provide advice on key technical and local issues prior to decision points and provide a forum for input and feedback.
2. Formed a Municipal Executive Advisory Group (MEAG) consisting of senior staff from the upper tier municipalities including the City of Hamilton, Region of Halton and Region of Niagara. This group is similar to MTAG, but will provide advice and input on high level policy matters.
3. Formed a Minister’s Advisory Group to allow for discussion between the Minister of Transportation and the municipal Mayors and Chairs.
4. Formed other advisory groups such as for transportation service providers and First Nations.
5. Formed a Community Advisory Group (CAG) consisting of 57 members, with representation from several stakeholder/interest groups, organizations, and individuals in and around the preliminary study area. Sixteen members listed Hamilton communities as their place of residence. The role of the CAG will be to assist the Project Team by providing information and input relative to community interests and study issues.
6. Prepared a Study Plan and Overview of Transportation and Socio-Economic Conditions reports.
7. Began the preparation of an “Area Transportation System Problems and Opportunities Report”.

The MTO project team has developed a public consultation plan. In addition, to the advisory groups as noted above, four rounds of Public Information Centres (PICs) will be held for Phase 1 of this study. Each round of PICs will include individual events held in Niagara, Hamilton, and Halton and will be supplemented by follow-up activities (such as workshops) where appropriate. The first round of Public Information Centres (PICs) was held in June 2007. The purpose of the PICs was to present and obtain feedback on
the findings of the initial data gathering exercise that has been undertaken to obtain information about existing environmental and transportation conditions within the Preliminary Study Area. The next round of public consultation events is tentatively scheduled for Spring 2008.

**ANALYSIS/RATIONALE:**

As noted above staff, elected officials and community members are involved in a number of the advisory groups appointed by the Provincial study team. These groups are all providing advice and information to the MTO project team directly. As such, there is merit in establishing a Hamilton based coordination committee consisting of the Hamilton members of the various groups. This could facilitate information sharing between the groups, coordination of input to MTO, where applicable, and provide a forum for discussion of local issues.

**Proposed Mandate of the Niagara to GTA Corridor Planning and Environmental Assessment Study - City of Hamilton Stakeholder Groups Coordination Committee**

The City believes that the advice of local stakeholders, including local government, residents, businesses and community leaders can lead to improved decisions and provide valuable input to the provincial study team for the Niagara to GTA Corridor Planning and Environmental Assessment Study. To enhance this planning process, there is merit in establishing a Hamilton based coordination committee consisting of the Hamilton members of the provincially appointed advisory groups to:

- Promote a one-stop-shopping approach for access to municipal specific concerns.
- Assist in the identification of current and potential Hamilton-based community issues.
- Provide a forum for discussion of local issues. Note: discussions regarding the corridor and planning study will be restricted to areas and issues related specifically to Hamilton. Issues examining the corridor as a whole should be discussed directly with MTO, via the respective provincially appointed advisory groups.
- Allow for improved coordination of input to MTO, where applicable and feasible.
- Share information and knowledge related to the Niagara to GTA Corridor Planning and Environmental Assessment Study.
- Share comments on draft reports and any other material released by MTO, including transportation planning alternative solutions. Note: it is recognized that comments from the various advisory groups may differ; however, there is merit in sharing ideas and comments locally, before they are submitted to MTO.
- Coordinate staff reporting and delegations (e.g. by Community Advisory Group members) to Committees of Council, where appropriate.

Minutes of the City of Hamilton Stakeholder Group Coordination Committee for the Phase 1 Niagara to GTA Corridor Planning and Environmental Assessment Study should be circulated to the Mayor, Members of Council and Senior Management Team, to ensure they are kept informed on issues and matters discussed.

**Proposed Membership of the Niagara to GTA Corridor Planning and Environmental Assessment Study - City of Hamilton Stakeholder Groups Coordination Committee**
The following individuals and community representatives should be invited to participate in the Hamilton Stakeholder Groups Coordination Committee:

- All Hamilton based members of the Community Advisory Group Members (list of Hamilton based members is attached as Appendix B.), sixteen potential members.
- Hamilton based member of Municipal Technical Advisory Group (MTAG) - Manager, Environmental Planning Section, Capital Planning and Implementation Division, Public Works Department, one member.
- Hamilton based members of the Municipal Executive Advisory Group - Executive Director, Economic Development and Real Estate, Planning and Economic Development Department and the Manager, Environmental Planning, Capital Planning and Implementation, Public Works Department, two members.
- Hamilton based member of the Minister's Advisory Group - Mayor Fred Eisenberger, one member.
- First Nations groups that may have an interest in Hamilton based issues (e.g. Mississaugas of the New Credit First Nation and the Six Nations of the Grand River Territory First Nation), two potential members.
- Hamilton based members of the Business and Commercial Sector advisory group (see Appendix C), ten potential members.

The members to be invited to participate on the Hamilton Stakeholder Groups Coordination Committee includes residents from Hamilton communities as well as business and commercial stakeholders which are Hamilton based (Appendices B and C). All of the potential members, who are also appointed to the provincial groups, attend outreach sessions undertaken by the proponent (MTO), such as orientations, information sessions, project updates, etc. Therefore, the City will not have to duplicate the project educational processes carried out by the Province. All members participating in the Hamilton Stakeholder Groups Coordination Committee would have similar knowledge levels pertaining to the project. It should be noted that it is the responsibility of the proponent (MTO) to ensure that they have a balanced membership of community interests on their stakeholder groups. It is our understating that the proponent (MTO) has selected their advisory groups with this in mind.

A Terms of Reference for the Hamilton Stakeholder Groups Coordination Committee would be developed in consultation with the membership, once confirmed. The Committee should meet at key points in the study planning process (e.g. when draft reports are released, prior to consultation events, etc). It is estimated that approximately six meetings will be needed during Phase 1 of the study process. Given the size of the potential membership (maximum of 32) and the potential for varying opinions and ideas, staff would retain an independent facilitator to manage the meetings. The Committee would be administered by the Capital Planning and Implementation Division, Public Works Department.

It is recognized that comments from the various advisory groups may differ, and that the Committee members need not reach a consensus on all issues. The Terms of Reference will stress that all members should maintain respect for other members' opinions and ideas. The independent facilitator will assist with upholding the Terms of Reference and resolving conflicts, wherever possible. The Committee members will be providing their advise directly to the MTO, through the mandates of their respective
advisory groups. The intent of the Hamilton Stakeholder Groups Coordination Committee is to share information, ideas and varying opinions and report to City of Hamilton Committee/Council in a coordinated fashion. Reporting to Committee/Council may be for information/update purposes only, or it may be at key points in the process, where an official City position is necessary to submit to MTO. It is anticipated that, in addition to staff reports and recommendations, various stakeholders may want to make delegations to Committees of Council to express their views locally. To assist with the coordination, staff reports may include a summary of issues and matters discussed at the Hamilton Stakeholder Groups Coordination Committee.

**ALTERNATIVES FOR CONSIDERATION:**

The alternative to the Recommendation contained in this report is to not establish a City of Hamilton Stakeholder Groups Coordination Committee for the Niagara to GTA Corridor Planning and Environmental Assessment Study. However, should Council decide not to proceed with the Coordination Committee, there would be a lost opportunity to enhance Hamilton’s role in the decision making process for the Niagara to GTA Corridor. As such, it is recommended that staff be authorized and directed to establish a City of Hamilton Stakeholder Groups Coordination Committee, that will provide a local forum for coordination and information sharing for matters related to the Phase 1 Niagara to GTA Corridor Planning and Environmental Assessment Study.

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

There are no staffing or legal implications.

Retention of an independent facilitator is expected to cost approximately $30,000 to $40,000. Sufficient funds have been approved in the 2007 Capital budget to cover the costs (project ID 40306555641, Niagara to GTA Corridor). No additional funds or budget approval is required.

**POLICIES AFFECTING PROPOSAL:**

Active involvement in this project by the City of Hamilton will ensure the interests of City policy, such as the City-wide Transportation Master Plan and the Goods Movement Study will be conveyed to MTO.

**RELEVANT CONSULTATION:**

The City’s staff leads on the Niagara to GTA Corridor Planning and Environmental Assessment Study are Christine Lee-Morrison, Manager, Environmental Planning, Capital Planning and Implementation Division, Public Works Department (author of this report) and Neil Everson, Director, Economic Development and Real Estate, Planning and Economic Development Department. This report has been prepared in consultation with the Planning and Economic Development Department.
CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No
Community well being would be enhanced by promoting enhanced participation by the local community in a provincial planning study, that could have significant consequences for the community.

Environmental Well-Being is enhanced. ☑ Yes ☐ No
Establishment of the Hamilton based Coordination Committee would allow for enhanced information sharing on local environmental issues related to a significant provincial planning study.

Economic Well-Being is enhanced. ☑ Yes ☐ No
Establishment of the Hamilton based Coordination Committee would allow for enhanced information sharing on local economic issues related to a significant provincial planning study.

Does the option you are recommending create value across all three bottom lines? ☑ Yes ☐ No
Establishment of the Hamilton based Coordination Committee would result in an enhance decision making process, related to all three bottom lines.

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☐ Yes ☑ No
Appendix A

Niagara to GTA Corridor Planning and Environmental Assessment Study
Preliminary Study Area
### Appendix B

Community Advisory Group - Hamilton Based Members from NTGTA Records

<table>
<thead>
<tr>
<th>Name</th>
<th>Association</th>
<th>Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anne Redish</td>
<td>N/A</td>
<td>Dundas</td>
</tr>
<tr>
<td>Edo Bergsma</td>
<td>N/A</td>
<td>Flamborough</td>
</tr>
<tr>
<td>Mike McNally</td>
<td>N/A</td>
<td>Freelton</td>
</tr>
<tr>
<td>Alan Judson</td>
<td>McMaster University - Student</td>
<td>Hamilton</td>
</tr>
<tr>
<td>Dave Suhadolc</td>
<td>McMaster University - Student</td>
<td>Hamilton</td>
</tr>
<tr>
<td>Robin Van de Lande</td>
<td>Bruce Trail Association</td>
<td>Hamilton</td>
</tr>
<tr>
<td>Kevin VanderMeulen</td>
<td>N/A</td>
<td>Hamilton</td>
</tr>
<tr>
<td>Cecilia Viloria</td>
<td>McMaster University - Student</td>
<td>Hamilton</td>
</tr>
<tr>
<td>Tony Onufer</td>
<td>N/A</td>
<td>Millgrove</td>
</tr>
<tr>
<td>Elizabeth Anne Elliott</td>
<td>N/A</td>
<td>Stoney Creek</td>
</tr>
<tr>
<td>Ben Dikkeboom</td>
<td>N/A</td>
<td>Waterdown</td>
</tr>
<tr>
<td>Brenda Kingsmill</td>
<td>N/A</td>
<td>Waterdown</td>
</tr>
<tr>
<td>Murray Opsteen</td>
<td>N/A</td>
<td>Waterdown</td>
</tr>
<tr>
<td>Mike Robinson</td>
<td>N/A</td>
<td>Waterdown</td>
</tr>
<tr>
<td>Pete Zuzek</td>
<td>N/A</td>
<td>Waterdown</td>
</tr>
</tbody>
</table>
Appendix C

Business and Commercial Sector - Potential Hamilton Based Members from Advisory Group Orientation Session Attendance

Hamilton-Wentworth Federation of Agriculture
Hamilton Chamber of Commerce
Downtown Hamilton BIA
Dofasco
Mohawk College
Hamilton Halton Conservation Authority
Hamilton Economic Development Corp.
McMaster University
Hamilton International Airport
Hamilton Port Authority