
APPENDIX D
Minutes of Stakeholder Meetings
and Staff Team Meetings



**McCORMICK
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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment
PROGRESS MEETING NO: MTO Coordination Meeting #1
FILE NO.: 7621
DATE: February 8, 2010 **TIME:** 2:00 p.m.
PLACE: Hamilton City Centre – DPW Offices
PRESENT: Lorissa Skrypniak - Public Works
Ron Gallo - Public Works
Tanya McKenna - Public Works
Steve Robichaud - Planning
Bart Brosseau - Public Works
David Cuming - Urban Design
Khaldoon Ahmad - Urban Design
Richard Yeung - MTO Corridor Control
Greg Roszler - MTO Corridor Control
Philip Weber - Ourston Roundabouts Canada
Ted Gill - MRC
PURPOSE: Coordination with MTO

PROCEEDINGS:

ACTION:

1.1 Introductions and Overview of Project

- Introductions were made
- Ted and Lorissa provided an overview of past studies, including the Kirkendall, Innovation Park, and West Hamilton Industrial Precinct studies, and provided the rationale for proceeding with a Class EA Study for Longwood Road
- When the Kirkendall Study was underway in 2005/2006, the MTO did not support consideration of roundabouts, and as a result, the recommended intersection design for Aberdeen/Longwood was a conventional design, notwithstanding that a roundabout concept was preferred. The MTO has subsequently indicated that it will support the provision of a roundabout, subject to it providing overall greater benefit and superior operating characteristics than a conventional design.
- The preferred Longwood Road cross section from previous studies was presented. This includes four lanes for autos, 2 lanes for bikes, a parking lane (at least down a section of Longwood Rd) on each side, and sidewalks on both side with a boulevard between the sidewalk and the road.

1.2 Review of MTO-related Issues

- Richard Yeung provided information on relevant policies of MTO regarding corridor control as they impact the McMaster Innovation Park, Longwood Road, and Aberdeen Avenue. He indicated that MTO wishes to work with the City and the proponent to support development of the technical innovation park. Although options are available to review traffic impact study information piecemeal, a better option would be to have MTO review the 2006 Kirkendall comprehensive traffic plan as it has regard to the innovation and industrial park trip generation, the potential for a roundabout, and the potential impact of adding a ramp from Main Street West to Hwy 403WB.
- Richard reminded the City that the MTO has permit and access control within 800m of a Controlled Access Highway designation for significant generators like the Innovation Park, and 400m for any development of any scale.
- Greg Roszler advised that the Hwy 403 corridor is still owned by the City of Hamilton. The MTO prepared a survey plan of fencelines that has been used to prepare the CAH designation regulation. Lands located outside of the CAH designation are not required for direct MTO purposes. This applies to the road connected to the south leg of the Aberdeen/Longwood intersection.
- Richard requested the terms of reference for Ourston's roundabout assignment.
- Lorissa committed to send or provide web links to the above documents.

City

1.3 Impact on Future Configuration of Longwood Road

- Phil Weber gave an overview of current best practice for analysis software and primary assumptions when undertaking roundabout planning and design.
- Phil has been liaising with Goran at MTO regarding best practice for MTO highways.
- Although European models tend to over-predict capacities by 10-15% now, this discrepancy will disappear as North Americans become more familiar with using roundabouts.

1.4 Replacement/Restoration of Hwy 403 Bridges

- MTO advised that Clement Shim is the MTO Project Manager on the Aberdeen Avenue bridge replacement, and that he has been liaising with Hart Solomon on detour and coordination issues.
- MRC raised the issue regarding the lane realignments and the planned temporary ramp from Main Street West to Hwy 403WB. Local observations are that the revised configuration that only carries two through WB lanes under the Aberdeen Avenue structure is perceived as safer because of the elimination of the pre-existing sub-standard merge from Aberdeen Avenue onto Hwy 403WB. MRC noted that it may be preferable to keep the lane configurations permanent, until such time as the NGTA Corridor status is resolved and plans for upgrading Hwy 403 between Hwy 6 North and Hwy 6 South have been finalized.

- It was suggested that this issue be put forward for the next MTO/Hamilton Liaison Meeting.

City

1.5 Potential Esso Station / Coffee Shop

- A gas bar / coffee shop / car wash is proposed at the southeast corner of Aberdeen/Longwood at 611 Aberdeen Avenue. A severance has been approved subject to servicing and approvals. Richard Yeung noted that the proponent/City must apply to MTO for a building and access permit, and its issuance is not guaranteed if there are potential impacts on the HWY 403 ramps.

1.6 Potential Interim Changes at Aberdeen / Longwood

- Tanya McKenna noted that the queue for vehicles turning left from the Hwy 403 ramp onto Longwood NB often extends past the gore where the two ramps merge, and that vehicles often go south from Aberdeen and perform a U-turn to go NB.
- She questioned if a double-left-turn would be possible.
- MRC to investigate.

MRC

1.7 Next Steps

- Kirkendall Traffic Study to be forwarded to MTO for review, so as to proceed on a comprehensive rather than piecemeal basis.
- City and MRC will determine timing for PIC following discussion with Councillor McHattie.

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at 905-823-8500.

Minutes prepared by,

McCormick Rankin Corporation



Ted Gill

cc: all attending



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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment
PROGRESS MEETING NO: Urban Design Coordination Meeting #1
FILE NO.: 7621
DATE: February 23, 2010 **TIME:** 11:00 a.m.
PLACE: Hamilton City Centre – DPW Offices
PRESENT: Lorissa Skrypniak - Public Works
David Cuming - Urban Design
Khaldoon Ahmad - Urban Design
Ted Gill - MRC
PURPOSE: Coordination with Longwood Urban Design Study

PROCEEDINGS:

ACTION:

1.1 Review of Issues

- Ted outlined the cross-section for Longwood Road that was recommended in the Kirkendall studies.
- Ted noted that the building on the west side is approximately 3m off the property line, and that the proposed widening per the OP would be 8m.
- Ted noted that there may be opportunities for interim works even if the building were to stay for some time; for example, there may be an opportunity to obtain an interim 3m widening from McMaster and establish a multi-use trail on the west side.
- Lorissa advised that the temporary Frid Street design adjacent to CANMET, and with access to the CANMET parking lot, has been promised for the end of March.
- David expressed concern that designs are being completed without input from Urban Design
- Khaldoon provided an overview of the work to date on the Longwood Road study. The ppt prepared by Khaldoon with minimal input from Fleisher Ridout sets out a number of alternatives for road cross-sections, and all would fit in a 36M road allowance. He indicated that he had an understanding with Jack Thompson that there would be sufficient flexibility to consider 2 – 3 urban design options.
- David and Khaldoon noted their concerns with pedestrian safety for crossing at a roundabout, and suggested that pedestrian crossings should be directed further north than at the roundabout at Aberdeen.
- Several options were discussed, including the potential to provide a robust pedestrian/cyclist corridor on the east side, plus crossing opportunities to

the west side a several locations to connect into the internal mobility network

- Lorissa committed to contact McMaster to obtain the latest iteration of the Innovation Park plans.
- David noted that the timeline would be that they would hold their first PIC at the same time as the Longwood study holds its last PIC.

1.2 Next Steps

- Lorissa to obtain latest MIP plan..
- City and MRC will determine timing for PIC following discussion with Councillor McHattie.

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at 905-823-8500.

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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment

PROGRESS MEETING NO: Stakeholder Meeting #1

FILE NO.: 7621

DATE: April 27, 2010 **TIME:** 10:00 a.m.

PLACE: Hamilton City Centre – DPW Offices

PRESENT:

Lorissa Skrypniak	- Public Works
Tanya McKenna	- Public Works
John Morgante	- Public Works
David Cuming	- Urban Design
Khaldoon Ahmad	- Urban Design
Zach Douglas	- McMaster Innovation Park
Carlos Midence	- McMaster Innovation Park
Art Boiago	- Arthur Realty
Shamsh Dhala	- Hamilton Metal Trading
Sam Destro	- Rainbow Petroleum
Kevin Paul	- Canadian Pacific Railway
Orest Rojik	- Canadian Pacific Railway
Ted Gill	- MRC

PURPOSE: Stakeholder Meeting to Discuss Issues and Opportunities

PROCEEDINGS:

ACTION:

1.1 Introductions and Overview of Project

- Introductions were made.
- Ted and Lorissa provided an overview of past studies, including the Kirkendall, Innovation Park, and West Hamilton Industrial Precinct studies, and provided the rationale for proceeding with a Class EA Study for Longwood Road. Reference was also made to the Hamilton Rapid Transit Feasibility studies as they relate to the potential for Light Rail Transit in the vicinity.
- When the Kirkendall Study was underway in 2005/2006, the MTO did not support consideration of roundabouts, and as a result, the recommended intersection design for Aberdeen/Longwood was a conventional design, notwithstanding that a roundabout concept was preferred. The MTO has subsequently indicated that it will support the provision of a roundabout, subject to it providing overall greater benefit and superior operating characteristics than a conventional design. The MTO is also investing the potential for a permanent ramp from Main St W to Hwy 403 WB.

- The preferred Longwood Road cross section from previous studies was presented. This includes four lanes for autos, 2 lanes for bikes, a parking lane (at least down a section of Longwood Rd) on each side, and sidewalks on both sides with a boulevard between the sidewalk and the road.

1.2 Updates to the Present Day

- The MTO has permit and access control within 800m of a Controlled Access Highway (CAH) designation for significant generators like the Innovation Park, and 400m for any development of any scale.
- The Hwy 403 corridor is still owned by the City of Hamilton. The MTO prepared a survey plan of fencelines that has been used to prepare the CAH designation regulation. Lands located outside of the CAH designation are not required for direct MTO purposes. This applies to the road connected to the south leg of the Aberdeen/Longwood intersection.
- The City and Zack Douglas confirmed that meetings are being held with MTO regarding the proposal for a permanent ramp from Main Street West on to Hwy 403 WB; most recently including Councillors McHattie and Ferguson and Zack Douglas.
- Ted Gill noted that traffic counts were completed in March 2010 at Main/Longwood and Aberdeen/Longwood. The counts indicate that traffic growth is generally in accordance with the projections made in the Kirkendall Traffic Study.
- Current planning for the east-west LRT line calls for a station on Main Street around Westdale High School. Feasibility studies had been done to determine the feasibility of routing the LRT through the MIP area, but technical and cost challenges resulted in that option not being pursued.
- Tanya McKenna and Zack Douglas noted that the existing pedestrian signal is to be relocated to the north near the access north of the existing building at the same time as the Frid Street Extension signal is installed on Longwood Road. The existing driveway access at that location, just south of the bridge, will be reconfigured. Plans will be provided to MRC when available.
- The property at 611 Aberdeen Avenue was discussed. A severance from CP Rail has been completed, sanitary servicing is not yet available, the current zoning is “K”-‘H’ (heavy industrial, etc. – holding). A draft site plan has been submitted but is incomplete. John Morgante noted that a 3m dedication for road widening will be required, but is not shown on the draft submission. Kevin Paul confirmed that CP retained ownership of lands along the west boundary, adjacent to the Longwood Road extension, to prevent cars leaving the gas bar site from interacting with trucks using the CP Yard. The draft site plan has not been approved, and both the City and MTO will continue to be involved in review and approval.
- Zack Douglas indicated that they are looking at the potential re-use of the building on west side of Longwood Road. Ted Gill noted that a road widening of 8m is required. The present property line is about 3m behind the existing curb, and the building face is about 3m behind the existing property line. Therefore, the existing building face is 5m inside the future

City

property line. City staff suggested that maintaining the entire existing building face would be problematic, but that they may be amenable to working with McMaster on solutions that would keep portions of the building.

- Zack Douglas indicated that a Primary Care Facility is being planned for the NE quadrant of Aberdeen/Longwood, and is concerned about the property dedications that may be required. Ted Gill noted that an 8m dedication is necessary along Longwood Road, and John Morgante advised that the City has not yet specified required dedications south of the CanMet building, as they were going to do so in conjunction with the next site plan application. Ted Gill noted that a corner clearance and widening along Aberdeen will also be necessary, and that previous investigations revealed that there are relatively modest differences in property requirements between a conventional intersection and a roundabout at Aberdeen/Longwood. Zack Douglas stressed the need for timely identification of property requirements, in order to continue proper planning of the Primary Care Facility. MRC will coordinate with Ourston Roundabouts.
- Zack Douglas noted that the zoning bylaw specifies a maximum setback of 2m for buildings on the east side of Longwood, and indicated that McMaster is considering a variance application to allow greater setbacks.
- Ted Gill noted that provision of a roundabout may require modifications to the roadway/private drive south of the Aberdeen/Longwood intersection in order to implement a suitable design. Kevin Paul noted that CP is amenable to discussing modifications, recognising that the City does not have the authority to expropriate land from CP Rail. Constraints include the building located just south of the intersection that has about four loading docks, for which loading and manoeuvring space is required, and the rail spur that crosses the road and continues across Aberdeen at present. The rail spur crossing Aberdeen Avenue will probably not be required, and Zack Douglas confirmed that suggestion. However, the rail spur portion between the CP yard tracks and the south leg of Aberdeen/Longwood is used for locomotive idling, as it is furthest away from the residential properties to the south. Kevin Paul noted that “Smart-Start” technologies are being employed, but that some idling is still required.
- Kevin Paul noted that some of the U-turning that occurs with the south leg of Aberdeen/Longwood is caused by motorists avoiding congestion on Hwy 403, i.e. using the exit ramp, U-turn, and re-enter Hwy 403 using the on-ramp.

MRC/
Ourston

1.3 Discussion on Potential Alternatives

- Ted Gill noted that several alternatives will likely be explored:
 - The cross-section set out in the Kirkendall Study in 2006 – two through lanes in each direction, bike lanes, and parking in some sections, plus left turn lanes at the Frid Street Extension intersection
 - An option that introduces a centre landscaped median, with a corresponding reduction in boulevard treatments at the sides

- An option that loads more space for active transportation to the east side, with suitable pedestrian crossings of Longwood Road, plus a minimalist sidewalk along the west side of Longwood Road. This option may lend itself to an additional bridge for active transportation across Hwy 403, east of the existing bridge.
- Zack Douglas indicated that McMaster would be amenable to investigating those options.

1.4 Next Steps

- The study team is awaiting a response from MTO regarding its review of the Kirkendall Traffic Study – Lorissa will follow up. City
- MRC will coordinate with Ourston to identify property requirements for the roundabout, and vicinity, i.e. at Aberdeen/Longwood and along Aberdeen Avenue. MRC
- MRC/Ourston will explore opportunities for suitable alignments to the south of Aberdeen/Longwood. MRC
- The City/MRC will consult further with CP, McMaster and the proponents of the proposed development at 611 Aberdeen Avenue as additional information becomes available.

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at 905-823-8500.

Minutes prepared by,

McCormick Rankin Corporation



Ted Gill

cc: all attending



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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment

PROGRESS MEETING NO: Stakeholders Meeting #2

FILE NO.: 7621

DATE: June 17, 2010 **TIME:** 2:00 p.m.

PLACE: Hamilton City Centre – DPW Offices

PRESENT:

Lorissa Skrypniak	- Public Works
Tanya McKenna	- Public Works
Al Fletcher	- Planning
Chris Bell	- Development Planning
John Morgante	- Development Engineering
Khaldoon Ahmad	- Urban Design
Greg Roszler	- MTO Corridor Management
Richard Yeung	- MTO Corridor Management
Tony DiLorenzo	- MTO Traffic
Orest Rojik	- Canadian Pacific Railway
Bob Dunn	- McMaster University
Zach Douglas	- McMaster Innovation Park
Carlos Midence	- McMaster Innovation Park
Bill O'Brien	- Paradigm (for MIP)
Art Boiago	- 611 Aberdeen
Shamsh Dhala	- Hamilton Metal Trading
Ted Gill	- MRC
Philip Weber	- Ourston Roundabouts Canada

PURPOSE: Coordination with Longwood Urban Design Study

PROCEEDINGS:

ACTION:

1.1 Introductions

- Those present introduced themselves

1.2 Review of Minutes

- The minutes of Stakeholders Meeting #1 held on April 27, 2010 were reviewed. No concerns were raised.

1.3 Property Requirements – Aberdeen/Longwood

- Ted Gill presented a series of PowerPoint illustrations showing the property requirements on Longwood Road to give effect to the Official Plan designation of 36m, the property requirements for an ultimate conventional intersection design, and the property requirements for an ultimate roundabout design incorporating right turn slip lanes for WB to

- NB movements and SB to EB movements. The proposed location of the McMaster Primary Care Facility was also shown.
- Zach Douglas objected to the extent of the widenings for the ultimate roundabout configuration because of the impact on McMaster Innovation Park developable land on the east side of Longwood Road. He indicated that MIP has more flexibility with respect to additional property requirements in the NW quadrant on the west side of Longwood Road between the existing building and Aberdeen Avenue.
 - Orest Rojic and Richard Yeung expressed concerns with the slip ramps, indicating that weaving distances would be very short. Phil Weber provided the rationale for the design, indicating that “smart ramp” design could possibly be used for the ramp designs, and that no ramps would be required for a number of years. Phil described how pedestrians and cyclists would be accommodated. Tanya McKenna explained that a signal was to be provided at Studholme where pedestrians and cyclists could cross Aberdeen.
 - Truck traffic numbers were included in the design of the intersections and it was designed for WB20 vehicles.
 - Khaldoon Ahmad requested the need to provide criteria for the centre of the roundabout for landscaping and sight lines.
 - Discussions occurred re shifting the roundabout southerly and westerly, but there was a constraint with respect to truck movements and loading at the building located on the CP lands. Phil Weber stated that when designing a roundabout, the design is optimized for entry and departure angles etc., after which variations in location by a relatively modest distance (usually just several metres) can be considered to address specific constraints. It was concluded that the study team will investigate the extent to which a southwesterly shift could occur.
 - Bill O’Brien questioned the assumptions regarding traffic volumes, and noted that potential queues on Longwood Road southbound waiting for access to Highway 403 are a concern to MIP. Bill indicated that the assumptions may no longer be fully relevant, and that they need to be revisited.
 - Ted Gill noted that the ultimate configuration plans were assessed on the assumption that the Main West to Hwy 403 WB ramp would not be in place, i.e. that the assigned ramp volumes from the Kirkendall Traffic Review would continue to occur on Longwood Road SB to Aberdeen WB.

Ourston

1.4 Traffic Operations

- Richard Yeung was concerned about the weaving distance. He said that safety overrides operation. He requested a traffic model simulation completed to see how far the traffic would be backing up and a model doing a comparison of the conventional intersection and the roundabout. He said that the City will need to prove that the roundabout will serve the purpose to address the traffic needs. Comparison of the two options needs to be done to look at safety, operation, cost, property and maintenance. MTO wants a comprehensive traffic analysis completed, including such things as access points for the proposed development at 611 Aberdeen,

MIP access points, etc.

- Richard discussed the problems with locating a ramp from Main Street west to Hwy 403 WB. He indicated that a study is ongoing, but that there are shortcomings, including merges and curve radii. Ted Gill noted that the merge on to Hwy 403 should not be a significant issue if the lane markings that are now in place remain permanent, i.e. the WB Aberdeen on-ramp enters a dedicated lane on Hwy 403, and merging speed differentials would not be as significant an issue.

1.5 MTO Update

- MTO advised that MIP needs MTO permits for their developments. They want to see coordination of site plans, development and how traffic will impact MTO roads. MTO considers MIP a major generator, and as such is subject to the criteria for any development within 800m of a Controlled Access Highway (CAH).
- Richard indicated the need to document a business case for a roundabout, and that landowners must work with MTO to demonstrate how much development can be supported by an interim and then ultimate roundabout design, as building and land use permits are required from MTO. If additional development precedes intersection improvements, they will need to demonstrate that the development does not adversely affect MTO roadways.
- Zack Douglas and Bill O'Brien noted that the former Camco industrial operation employed 1500 people, and that MIP will soon be up to only 500 persons. Employment at MIP of 1500 persons is not expected for years.
- Orest Rojic noted that although CP retained land ownership of a strip between 611 Aberdeen and Longwood Road extension, CP would be amenable to discussing allowing some form of access to 611 Aberdeen across the CP property. Art Boiago will follow up with CP.
- MTO requested survey information to determine title of properties, as his understanding is that the MTO CAH designation ends at the west leg of the Aberdeen/Longwood intersection. Lorissa advised that the City will have its survey group assemble that information and forward to MTO.

1.6 McMaster Innovation Park Update

- Zach Douglas stated that the current philosophy for the McMaster Innovation Park has changed since its inception, and MIP wishes to possibly reduce the road allowance width on Longwood Road. There is a desire to reuse the existing building on the west side, rather than demolish and rebuild with additional setbacks. As the existing building is 3m behind the existing property line, the potential road allowance would be 31m (original 20m ROW plus 8m on the east side and 3m on the west side). MIP suggested that possible accommodations could include a reduction in the sidewalk/boulevard width or the removal of on-street parking along the west side.
- MIP was reminded that the 36m road allowance was instituted at MIP's request. Al Fletcher advised that the Official Plan wording would have to be reviewed to see how this will need to be addressed, e.g. variance, OPA. Discussions need to be held in this regard. The City will set up an internal

Minutes of Meeting: Longwood Road EA – Urban Design Meeting #1

Date: February 23, 2010

meeting to address Planning issues that were flagged above in this meeting.

- Ted Gill noted that he will be in contact with Bill O'Brien, MIP, with respect to MIP's plans.

1.7 Next Steps

- City Planning to determine if the OP would permit the Longwood Road right-of-way to be reduced to 31m as suggested by MIP. City
- City and MRC will prepare a response to MTO requests for modelling and evaluation of intersection/roundabout concepts for Aberdeen/Longwood, on the assumption that a new ramp from Main Street West to Hwy 403 WB may not proceed. Study Team

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at 905-823-8500.

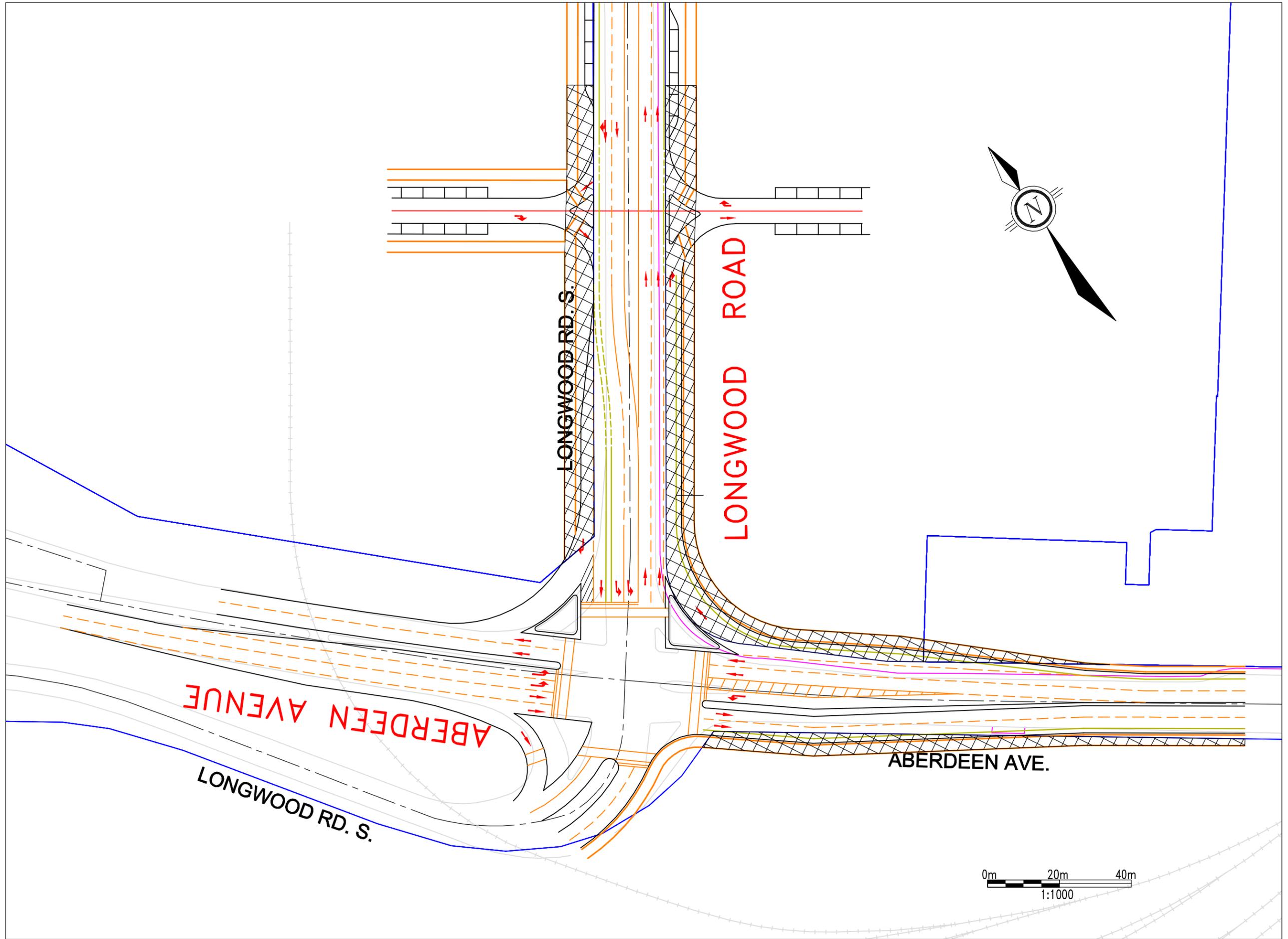
Minutes prepared by,

McCormick Rankin Corporation



Ted Gill

cc: all attending



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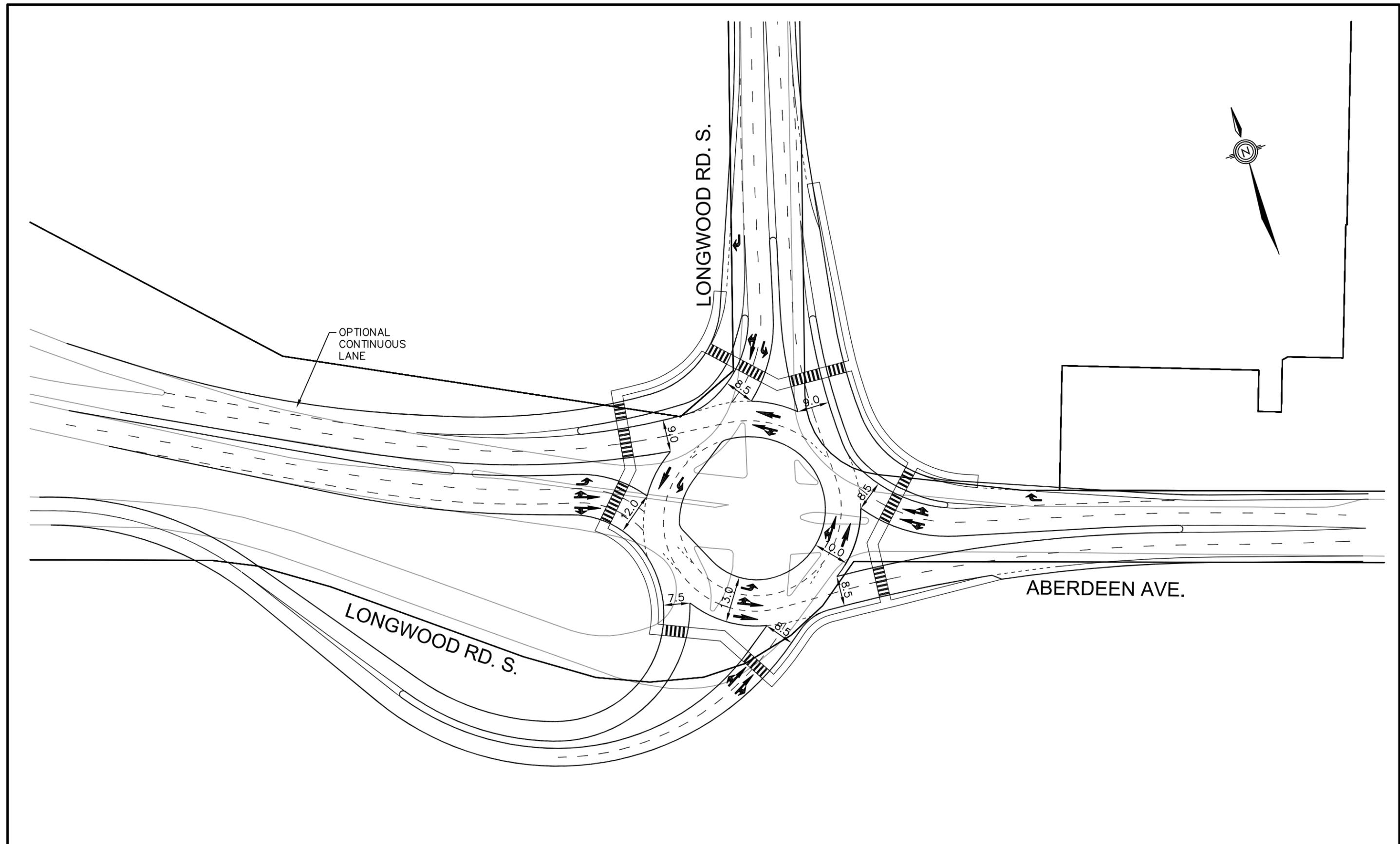
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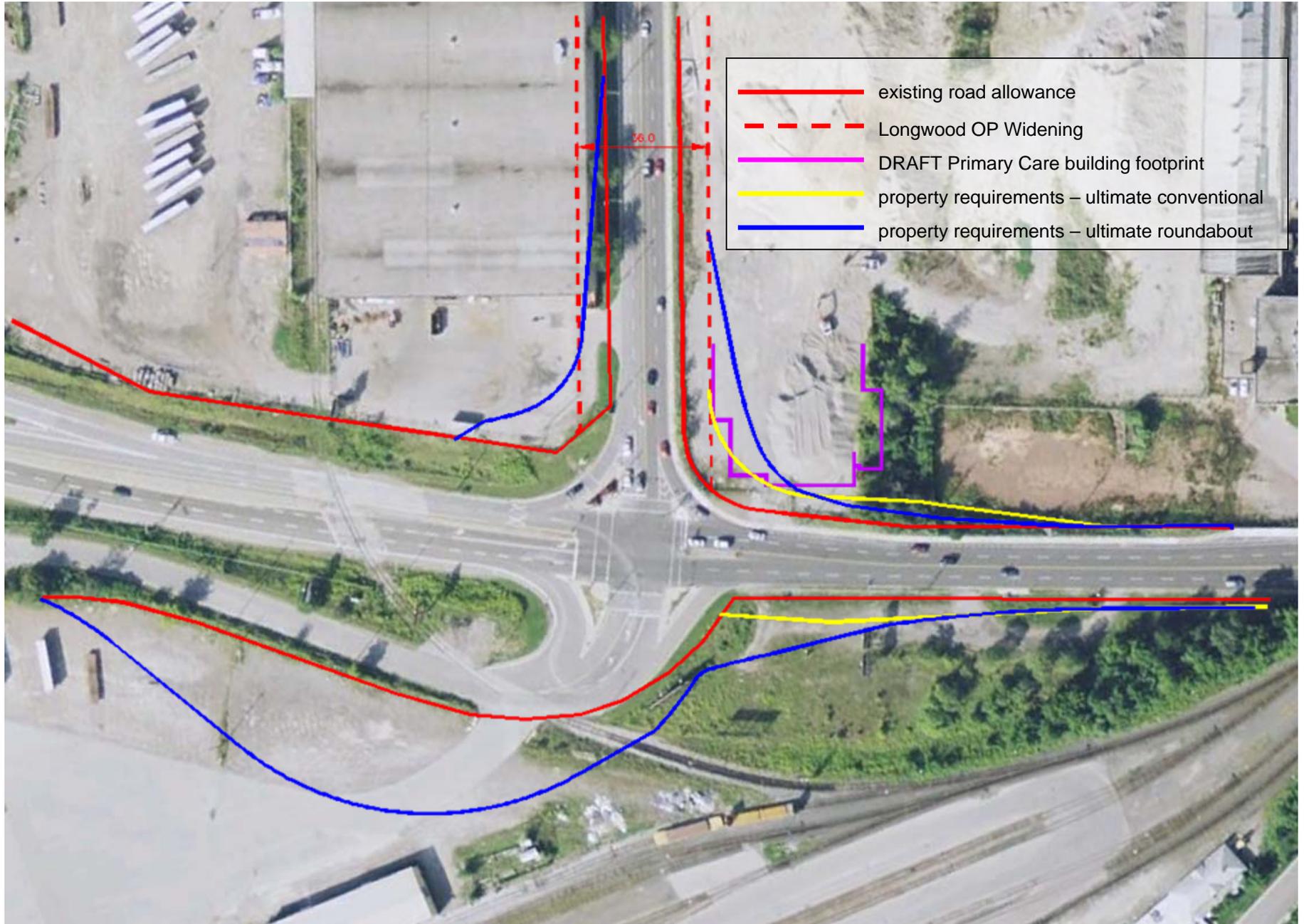
LONGWOOD ROAD

LONGWOOD RD. S.

LONGWOOD RD. S.

ABERDEEN AVE.





- existing road allowance
- Longwood OP Widening
- DRAFT Primary Care building footprint
- property requirements – ultimate conventional
- property requirements – ultimate roundabout



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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment
PROGRESS MEETING NO: Project Coordination Meeting #2 with MTO
FILE NO.: 7621
DATE: October 25, 2011 **TIME:** 2:00 p.m.
PLACE: Hamilton City Centre – DPW Offices
PRESENT: Lorissa Skrypniak - Public Works (City of Hamilton)
Tanya McKenna - Traffic (City of Hamilton)
Ron Gallo - Traffic (City of Hamilton)
Al Kirkpatrick - Transportation (City of Hamilton)
Chris Bell - Development Planning (City of Hamilton)
Khaldoon Ahmad - Urban Design (City of Hamilton)
Greg Roszler - MTO Corridor Management
Shawn Smith - MTO Planning and Design
Cameron Bevers - MTO Traffic
Ted Gill - MRC
Mark VanderSluis - MRC
Philip Weber - Ourston Roundabouts Canada
PURPOSE: Coordination with Longwood Urban Design Study

PROCEEDINGS:

ACTION:

1.1 Introductions

- Those present introduced themselves

1.2 Review Status of Longwood EA Study

- Ted Gill reviewed the progress of the EA Study and what has been completed
 - Trip Distribution and Traffic Analysis Summaries
 - The ongoing discussion between the City and MTO regarding an additional ramp from Main Street to Highway 403 – it will not be considered as a given in this study

1.3 Review of MTO Related Issues

1.3.1 Review of trip generation, distribution and assignment for study area

- Ted Gill reviewed the process taken to develop the trip generation in the Kirkendall Neighbourhood Traffic Study (2006) and what additional steps were undertaken to update the trip generation to existing conditions.
- Shawn Smith asked how the B-Line would affect the traffic distribution.
 - Ted Gill explained that transit mode share was taken into consideration in the trip generation.

- Shawn Smith brought up the right in/right out (RIRO) access roads on Longwood Road south of the Frid Street Extension, questioning if they are going to be on both sides of the road, and if so what is happening to the existing building on the west side.
 - Ted Gill responded that the MIP plan update by Diamond and Schmidt (2009) includes RIRO on both sides, with new buildings and internal access system on the west side. However, renovation/reuse of the northerly portion of the existing building is underway to house the McMaster Automotive Research Centre. It remains to be seen what will ultimately happen to the southerly portion of the existing building, but there is the potential that its footprint will remain for the foreseeable future.
 - Ted Gill mentioned that the existing building on the west side of Longwood Road encroaches 5m into the proposed 36m right of way.
- Ted Gill asked if MTO would accept the concepts and work presented in the Trip Generation/Distribution Memorandum.
 - Cameron Bevers replied that they still need to review it and get back to MRC/City of Hamilton within a week.

MTO

1.3.2 Review of traffic analysis and simulations for conventional and roundabout options for the Aberdeen/Longwood intersection

- Ted Gill presented the results of the traffic analyses and simulations for the interim and ultimate conditions for both conventional and roundabout solutions for the intersection of Aberdeen/Longwood. The methodology for both uses VISSIM and SYNCHRO as necessary.
- Phil Weber and Ted Gill each presented arguments regarding the relative merits of alternative analysis tools for roundabouts. Phil Weber suggested that an iterative design/simulation approach would now be appropriate for the roundabout solution. While the differing analysis tools may provide slightly different results, the consensus was that the roundabout would produce no negative impacts on the Highway 403 ramps.
- Additionally, the following items were discussed with regards to the southbound right turning movement for the roundabout:
 - Weaving issues from Longwood Road to the Highway 403 on-ramps.
 - Right-turning movement within the roundabout
 - Efficiency of the right-turn slip lane
 - Possibility of other configurations that would increase the capacity and therefore the flow for the southbound right turn movement
- Ted Gill played video files showing the traffic simulations for several of the more congested options for conventional and roundabout solutions (PM Peak Hour)
- Conventional intersection options were discussed:
 - For the double right turn scenario MTO asked if there were right turns allowed on red – MRC responded that no, they were restricted.
 - What would the property impacts be for the southbound double

right turn at the Longwood Road/Aberdeen Avenue intersection?
MRC – There would probably be impacts, however the scenario hadn't been drafted in AutoCAD as of yet and therefore it remains to be seen exactly what impacts there would be.

- Shawn Smith indicated that a full evaluation of all the requirements needs to occur (property impacts, in addition to delay and level of service) for all intersection scenarios
- Tanya McKenna put forward that WHID zoning may need to be reviewed and the density of redevelopment scaled back to assure better traffic flow in the area

1.3.3 Update on potential future options for Hwy 403 through Hamilton, with and without the Niagara-GTA Corridor

- MTO has indicated that additional work is to be undertaken over the next several years, so a solution is not yet known.
- Ted Gill noted that context-sensitive solutions based on the existing Hwy 403 alignment through Hamilton for such issues as the additional ramp may be required.

1.4 Discussion on impact of MTO-related issues and outcomes on the future configuration of Aberdeen Avenue and Longwood Road

- MTO's position is that the roundabout would likely offer more flexibility in future design than the conventional intersection, in that there would be less risk for congestion-related backup on to the Highway 403 ramps
- The City of Hamilton's position is that the roundabout might be safer for vehicular and bicycle traffic. Implications for pedestrians have not yet been addressed for either the conventional or roundabout solutions, but much hinges on whether or not pedestrian activity is focused on the east side of Longwood Road or on both sides equally.

1.5 Next Steps

- Two options for PIC timing:
 - If the PIC is to present the alternatives and pros and cons of each – PIC may occur this year
 - If the PIC is to present a preferred solution – PIC next year
 - It was determined that the PIC should present the preferred solution and therefore the PIC will take place next year
- The City, MRC and Ourston to discuss further steps with regards to City/MRC/Ourston roundabout design and simulation

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at 905-823-8500.

Minutes prepared by,

McCormick Rankin Corporation

Minutes of Meeting: Longwood Road EA – MTO Liaison Meeting #2

Date: October 25, 2011

A handwritten signature in black ink that reads "Ted Gill". The signature is written in a cursive style with a large, stylized 'T' and 'G'.

Ted Gill

cc: all attending



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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment

PROGRESS MEETING NO: Stakeholders Meeting #3

FILE NO.: 7621

DATE: January 6, 2012 **TIME:** 10:00 a.m.

PLACE: Hamilton City Centre – DPW Offices

PRESENT:

Lorissa Skrypniak	- Public Works
Tanya McKenna	- Public Works
Al Kirkpatrick	- Public Works
Khaldoon Ahmad	- Urban Design
Ron Gallo	- Public Works
Orest Rojik	- Canadian Pacific Railway
Zach Douglas	- McMaster Innovation Park
Carlos Midence	- McMaster Innovation Park
Art Boiago	- 611 Aberdeen
John Nolan	- Consultant for 611 Aberdeen
Ted Gill	- MRC
Mark VanderSluis	- MRC
Philip Weber	- Ourston Roundabouts Canada

PURPOSE: Coordination with Longwood Urban Design Study

PROCEEDINGS:

ACTION:

1.1 Introductions

- Those present introduced themselves

1.2 Distribution of Previous Minutes

- Hardcopy sets of the Stakeholders Meeting #2 minutes from June 17, 2010 were distributed to those present.

1.3 Updates to Trip Generation, Distribution and Assignment

- Ted Gill indicated that MTO reviewed the technical memoranda prepared by MRC and took issue with our trip generation method regarding the share of trips allocated to transit and active transportation. MRC assumed that the existing 18-20% share would continue in the short term, and rise to 30% in the longer term, having regard to the MIP location and its efforts to promote sustainable transportation. MTO suggested that we have proposed too large a share and it should be less. MRC considers its projections reasonable.
- MTO has completed its own review, but has not provided the detailed analysis. However, the result is that MTO will require individual traffic

analysis studies for each future development proposal component in the area.

1.4 Review of Traffic Analysis and Simulations

- MTO's current position is that they prefer that the intersection of Longwood Road and Aberdeen Avenue be a roundabout
- Simulations indicate large delays and queue lengths for southbound right turning vehicles at this intersection in the afternoon peak hour for any intersection concept, although the provision of a double right turn improves traffic operations.
- In terms of queue lengths and LOS operations, the conventional and roundabout alternatives provide similar results.

1.5 Status of City Recommendation to Add Ramp from Main Street W. to Highway 403 Westbound

- Ted Gill provided a background of the discussions regarding the possibility of an on ramp from Main Street to 403 WB
- Al Kirkpatrick gave a briefing as to the most recent discussion regarding this ramp:
 - Currently the studies relating to a Main Street ramp are being abandoned and instead the city will be focusing on studies for an on ramp at Mohawk and Highway 403
 - Eventually Main Street will be re-examined in a further study
- The bottom line is that our current study does not include assumptions for the ramp.

1.6 Review of Alternative Cross-Sections for Longwood Road

- Zach Douglas asked if the roundabout (and more specifically, the southbound double right turn for the roundabout) was going to take a big swath of land from MIP's property in the NE quadrant.
- Ted Gill discussed the background relating to our cross-section alternatives (relating to medians, placement of cycle tracks and the pedestrian domain).
- ROW requirements on the west side of Longwood Road (MARC Building)
 - The City will be requiring an 8m widening, but the existing building will remain, subject to an encroachment agreement.
 - Only 3 of the 8 metres previously discussed will be considered as available on the west side, while on the east side all of the 8 metres will be available.
 - MRC and City staff completed an evaluation of the merits of on-street parking, and concluded that on-street parking is not a recommended alternative for Longwood Road.
 - MRC and City staff concluded that there should be no median on Longwood Road to allow for an enhanced pedestrian domain.
- Ted Gill presented the two alternatives for Longwood Road; the Longwood Road centred alternative, and the east-side weighted alternative.
- Ted reviewed the bicycle and pedestrian options for crossing Highway 403 and the ease of integrating these options into the two alternatives
 - If the existing structure is to be retained and no additional structure built for pedestrian/bicycle use, sharrows need to be marked to

provide proper connections between the cycle facilities on either side of the highway

- Alternatives for the pedestrian domain were discussed. It is estimated that only the north east quadrant of the Longwood/Aberdeen intersection will be used by pedestrians and cyclists. The areas to the west only connect to Highway 403 (not accessible to pedestrians) and pedestrians coming from the southeast can cross Aberdeen at Studholme
- Ted Gill noted that an east-side weighted option may be preferable in order to more closely match pedestrian desire lines.
- Khaldoon Ahmad briefly talked about landscaping and the pedestrian domain on Longwood Road itself
- Zach Douglas mentioned that they would like to discuss the possibility of having an alternative that provides an access road from Aberdeen Avenue through the Sammee Metals site to the MIP as opposed to the RIRO on Longwood Road.

1.7 Review of Alternatives and Property Impacts for Aberdeen/Longwood Intersection

- Phil Weber briefly discussed the ultimate roundabout design with the southbound double right turn
 - Ambitious design
 - Public needs to be educated on how to drive through the roundabout
 - The issues surrounding the double right turn still have to be worked out
 - What was presented was a conceptual design, and the actual roundabout may be a little smaller than what the design shows
 - The roundabout was designed to allow trucks up to the size of an LCV to operate through the intersection
- It was mentioned that a roundabout at the intersection of Longwood Road and Aberdeen Avenue might be used as a gateway feature for MIP
- Ron Gallo inquired about the assumed cycle lengths and phases for the conventional intersection (120 second cycle length, dedicated eastbound left and southbound right phase, shared eastbound and westbound through phase, actuated northbound phase and a southbound all movements phase)
- It was noted that safety issues relating to southbound double right turn may mean that the alternative with bike and pedestrian facilities on the east side of Longwood Road would be preferred
- As property impacts were discussed, Zach Douglass mentioned that the corner of the existing building on the west side of Longwood Road might not be a long-term constraint and that there is a possibility that it can be removed. He is to let the project team know within the week about the status of this

MIP

1.8 Next Steps

- MRC to finalize alternatives and comparisons
- MRC to send out the PRELIMINARY road and intersection alternatives immediately for the project team
- A PIC will be targeted for late February or early March

MRC

MRC

Minutes of Meeting: Longwood Road EA – Urban Design Meeting #1

Date: January 6, 2012

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at 905-823-8500.

Minutes prepared by,

McCormick Rankin Corporation

A handwritten signature in black ink that reads "Ted Gill". The signature is written in a cursive style with a large, stylized "T" and "G".

Ted Gill

cc: all attending



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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment
PROGRESS MEETING NO: Project Coordination Meeting #3 with MTO
FILE NO.: 7621
DATE: February 24, 2012 **TIME:** 2:00 p.m.
PLACE: Hamilton City Centre – DPW Offices
PRESENT: Lorissa Skrypniak - Public Works (City of Hamilton)
Tanya McKenna - Traffic (City of Hamilton)
Daryl Bender - Public Works (City of Hamilton)
Trevor Horzelenberg - PW Rapid Transit (City of Hamilton)
Mohan Philip - PW Transp. Planning (City of Hamilton)
Bart Brosseau - PW Transp. Planning (City of Hamilton)
Khaldoon Ahmad - Urban Design (City of Hamilton)
Greg Roszler - MTO Corridor Management
Cameron Bevers - MTO Traffic
Ted Gill - MRC
Philip Weber - Ourston Roundabouts Canada
PURPOSE: PIC Preparation and Coordination with MTO

PROCEEDINGS:

ACTION:

1.1 Introductions

- Those present introduced themselves.

1.2 Update on traffic analysis and simulations

- Ted Gill summarized in general terms the Trip Distribution and Traffic Analysis Summaries, indicating that the overall LOS of the Conventional vs. Roundabout options for Aberdeen/Longwood are similar, and that in each case, peak turning movement demands can be accommodated by additional lanes such as a double SB right within the Conventional intersection, or a double SB right yield slip-lanes in the case of the Roundabout. It was noted that VISSIM was used by MRC for both Conventional and Roundabout simulations, and ARCADY and VISSIM by Ourston for the Roundabout simulation, and that there was good correlation between the results.
- The very low priority of pursuing an additional ramp from Main Street to Highway 403 supports the decision that it will not be considered as a given in this study.
- The implication of no additional ramp as noted above is that four general purpose lanes are required on Longwood between Aberdeen and Main.

- Ted Gill advised that the third receiving lane for the westbound right turns onto Longwood Road has been removed from the plans because it makes no appreciable change in LOS, and the right-in/right-out access proposed in the 2009 MIP Master Plan Update may never be built.
- Trevor Horzelenberg asked if the recent simulations provided by the Rapid Transit Office had been considered, and Ted Gill advised that they had.
- The MTO favours a roundabout for several reasons; the key one being reduced risk of operational issues on the west approach spilling back onto Hwy 403.
- Ted Gill advised that the preferred option is a roundabout, having regard to queues, delay, expected collision history, and the advantages set out by the MTO.
- Cameron Bevers noted that, depending on signal phasing for the Conventional intersection, the availability of green time for pedestrians in the east crosswalk may be problematic, and may require a separate pedestrian phase. This introduces another disadvantage for the Conventional intersection option. TG will review the concern.

1.3 Report on Stakeholders meeting held Jan 6, 2012

- Ted Gill and Lorissa Skrypniak provided a brief summary of the stakeholder reactions to the alternatives. There is support for the Roundabout concept, but MIP requested a shift westerly (affecting the corner of the existing warehouse) rather than an easterly location that affects the property on the east side of Longwood Road. That shift was subsequently made and is presented in the plans at this meeting.

1.4 Review of analysis of alternatives and preferred alternative

- Ted Gill presented updated plans showing two alternatives for the concept for the Aberdeen Longwood intersection (Conventional and Roundabout), two alternatives for Longwood between Aberdeen and Hwy 403 (distributed active transportation (AT) and east-side-loaded AT), and three alternatives for the Hwy 403 crossing and northerly (retain existing bridge, replace or widen existing bridge, and add new AT bridge).
- Ted Gill noted that the right in/right out (RIRO) access roads on Longwood Road south of the Frid Street Extension are not shown on the plans because MIP is not wedded to the concept, and are exploring the potential for a RIRO access on Aberdeen through the adjacent property.
- Feasible combinations of alternatives were presented. Trevor Horzelenberg suggested that another feasible combination would be east-side-loaded AT as far north as the IPS south of the Hwy 403 bridge, and distributed AT north of the IPS. Ted Gill agreed to review it.
- Mohan Philip and Daryl Bender noted that the City discourages “pork chop” islands and right-turn slip lanes, and questioned if it could be eliminated for the westbound right turn movement in the Conventional intersection concept. In any case, a crosswalk should be shown on the plans leading to the “pork chop” island if it remains. Ted Gill agreed to review it.

- Trevor Horzelenberg advised that property will be required from the radio station plaza on Main Street for the LRT station installation, and suggested that property required from the plaza for this project should occur at the same time, using just one property acquisition process.
- Daryl Bender noted that a sidewalk should be provided along the south side of Aberdeen between Longwood and Studholme in every alternative. Ted Gill agreed to add it.
- Ted Gill noted that the preferred alternative is a roundabout at Aberdeen/Longwood, east-side-loaded AT, and a new AT bridge over Hwy 403.

1.5 Review of PIC presentation materials

- Ted Gill advised that an evaluation of alternatives, comparative evaluation of feasible combinations of alternatives, and draft PIC boards are under review by Lorissa Skrypniak, and on subsequent revision of these materials, they will be forwarded to the project team.

1.6 Next Steps

- Greg Roszler advised that he should take the concepts back to MTO and bounce them off senior management to make sure that there is buy-in. Copies of the DRAFT/PRELIMINARY materials presented by Ted Gill during the project team meeting were provided to Greg by Ted Gill.
- The PIC is scheduled for March 21, 2012, and Greg Roszler advised that it should proceed, notwithstanding his desire to review materials with senior management.
- The meeting adjourned at 4:00 p.m.

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes by email.

Minutes prepared by,

McCormick Rankin Corporation



Ted Gill

cc: all attending



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MINUTES OF MEETING

PROJECT: Longwood Road – Schedule C - Class Environmental Assessment
PROGRESS MEETING NO: CPR Yard Stakeholders Meeting #1
FILE NO.: 7621
DATE: May28, 2012 **TIME:** 1:00 p.m.
PLACE: Hamilton City Centre – DPW Offices
PRESENT: Lorissa Skrypniak - Public Works
Orest Rojik - Canadian Pacific Railway
Kevin Paul - Canadian Pacific Railway
Orest Rojik - Canadian Pacific Railway
Nolan Forester - Canadian Pacific Railway
Bob Edwards - CareGO Technology
Dean Carron - CareGO
Greg Roszler - MTO Corridor Control
Richard Yeung - MTO Corridor Control
Ted Gill - MRC
Philip Weber - Ourston Roundabouts Canada
PURPOSE: Coordination with Longwood Urban Design Study

PROCEEDINGS:

ACTION:

1.1 Introductions

- Those present introduced themselves

1.2 Overview of Alternatives Presented at PIC March 21, 2012

- Ted Gill provided a brief overview of the PIC materials, and the large printed display illustrating the Recommended Alternative was presented.
- Phil Weber provided information on the operation of the proposed roundabout in the interim (2016) and ultimate (2031) time periods.

1.3 Discussion on Roundabout Operation

- CPR and CareGO expressed concerns about operation of the roundabout as it would affect heavily laden trucks leaving the CPR Yard, especially during the morning peak hour. Their concern is that there will be few gaps, and that delay will be significant.
- Phil Weber explained that the model used a % truck factor from the existing count data, and that a “Passenger Car Equivalent” of 3.0 was used in the model, i.e. the model equates a truck to three passenger cars in terms of operating characteristics.
- Phil Weber noted that there are several roundabouts that can be observed to see the impact on trucks – the best is at Arthur/Sawmill on Hwy 85

north of St. Jacobs – another local example is Wilson/Jerseyville near Hwy 403 in Ancaster.

- Bob Edwards suggested that the third lane approach to the roundabout from the Hwy 403 direction be built in the first instance, but that an access to that lane be provided for trucks from the CPR Yard. Concerns were expressed by Richard Yeung about safety, merging, and speed differentials. Ted Gill was asked to investigate feasibility.
- Greg Roszler suggested that ramp metering/signalization could be considered for the approach from Hwy 403. Phil Weber noted that one has been installed in Clearwater Florida, but that the default display is a solid green – this may not be suitable because of potential mixed messages between green signal and yield sign – others suggested a flashing amber may be more appropriate.
- The consensus was that both options should be explored and referenced in the Environmental Study Report. It was noted that installing ductwork for future signal hardware is inexpensive if done during construction of the roundabout.

1.4 Other Issues

- CPR noted that there is an existing unused level crossing west of the existing intersection on Aberdeen, but that CPR cannot remove it without a formal request by the owner of the land parcel being served (MIP – contact Zack Douglas). CPR recommended that MIP be contacted, as the timeline for physical removal may be several years once a request is received.

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned.

Minutes prepared by,

McCormick Rankin Corporation



Ted Gill

cc: all attending