

MINUTES OF MEETING

CLIENT : City of Hamilton

PROJECT : LINC / RHVP Illumination Review

MEETING N° : 1 – Kick-Off

DATE OF MEETING : Wednesday April 25, 2018

LOCATION : 77 James St N, Room 400I, City of Hamilton

ATTENDEES : Mike Field (City of Hamilton)
Gord McGuire (City of Hamilton)
Dipankar Sharma (City of Hamilton)
Brian Malone (CIMA)
Reza Omrani (CIMA)

C.C. TO : People attending and File

Discussion Topics		Action By
1.	<p>Introduction and approval of agenda</p> <ul style="list-style-type: none"> • Introductions took place. • The Agenda was approved with no changes. 	Info
2.	<p>Review of Work Plan</p> <ul style="list-style-type: none"> • The scope of the work was briefly reviewed. • CIMA to review the original and subsequent EA documents with respect to lighting and determine if an EA Addendum would be necessary based on the proposed changes to the illumination design. The City is also seeking to confirm what conditions and costs regarding lighting should be set in the EA and approval process. • One potential is that the decision for lighting (continuous vs interchange) was a cost-based decision. It may be found that there will not be a prohibitive statement about lighting in the documents provided. CIMA to review all background information and confirm. • The City would like to receive input from Indigenous / First Nations stakeholders for the continuous illumination. City to advise CIMA how to incorporate the involvement of the stakeholders. 	<p>Info Info / CIMA</p> <p>Info</p> <p>Info / City</p>

	Discussion Topics	Action By
	<ul style="list-style-type: none"> • CIMA to provide a referenced bibliography of the documents being reviewed as part of deliverables • CIMA to confirm the pedigree of the decisions and the conclusions that we reach. • Need to make sure that the report can answer the questions that have been presented from council. An executive summary of the report will be helpful. • The environment impact analysis should assess the impact of continuous lighting on natural heritage features and associated wildlife adjacent to the LINC and RHVP corridors. • Consideration of the impact of existing/proposed advertising signs along the study corridors, in conjunction with the EA process and ambient lighting to be included. • City to share their professional lighting contacts (i.e. Virginia Tech) for safety and human factors assessment. • City is interested in alternative lighting technologies, including solar, off-grid lighting, and hybrid systems and will provide guidance of accepted technologies. • The Vision Zero approach can be utilized for interpretation of the benefit-cost analysis. For example, the number of lives being saved by providing continuous lighting can be tied up to the Vision Zero. 	<p>CIMA</p> <p>CIMA</p> <p>Info</p> <p>Info</p> <p>Info</p> <p>City</p> <p>Info</p> <p>Info</p>
<p>3. Background Information</p>	<ul style="list-style-type: none"> • The hard copies of the following documents were provided: <ul style="list-style-type: none"> ○ RHVP Final Impact Assessment Report, March 2003: Consultation Report ○ RHVP Impact Assessment and Design Process, Summary Report July 2003 ○ RVHP Exemption Order, May 1996 ○ Mountain E-W Environmental Assessment Volume I, 1982 ○ Mountain E-W Environmental Assessment Volume II, 1982 ○ RHVP Southern Flying Squirrel Study, March 2003 ○ RHVP Escarpment Crossing Visual Assessment, March 2003 ○ RHVP Terrestrial Resources, March 2003 ○ NEC Alternative Designs Report, February 1999 • City to provide an electronic copy of the document spreadsheet. Any of the documents listed in the spreadsheet can be accessed from the City. • CIMA to scan the documents. The City allocated contingency in the purchase order to cover the additional cost of scanning. • City to provide examples of alternative lightings by beginning of June. 	<p>Info</p> <p>City</p> <p>CIMA</p> <p>City</p>

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	<ul style="list-style-type: none"> City to provide up-to-date collision summary, traffic volume data, City's internal policy for illumination, and City's Council calling for review of lighting. 	City
4.	Project Schedule <ul style="list-style-type: none"> The project schedule was accepted with no changes. 	Info
5.	Points of Contact <ul style="list-style-type: none"> Mike Field will be the City's point of contact. Reza Omrani will be the prime point of contact for CIMA. Brian Malone and Dipankar Sharma to be cc'd in correspondences. 	Info
6.	Invoices <ul style="list-style-type: none"> Invoices are to be monthly, based on the percentage of work complete. 	Info
7.	Next Meeting <ul style="list-style-type: none"> May 22nd, 2018 for Progress Meeting #1 to discuss the findings of the EA study review. Mike to send the meeting invite. 	Info
8.	Other Businesses <ul style="list-style-type: none"> No other business. 	Info