Summary

Date of Public Information Centre: March 10, 2014
Location of Public Information Centre: City of Port Colborne Municipal Offices
Time of Public Information Centre: 5:00pm – 6:30pm
Number of Public Attendees (Signed-In): 11 (see Appendix A – Sign-In Sheet)
Number of Staff/Consultant Resources Available: 4
Public Comment Sheets Received: 1 (see Appendix B – Comment Sheets)

A Public Information Centre was held at the City of Port Colborne Municipal Offices on March 10, 2014 from 5:00pm until 6:30pm. The Project’s Technical Advisory Committee presented the six Potential Sites identified for the project that could potentially house new or renovated facilities for the Public Works and Parks and Recreation Departments.

The presentation (see Appendix C) included an overall map of the six sites in the context of the City of Port Colborne. A preliminary assessment comparing the six sites was also included and provided details as to available municipal services, existing zoning, ownership and comments received thus far from the Niagara Peninsula Conservation Authority. Each of the six sites was also detailed as to location and the advantages and disadvantages of each were noted as identified by the Technical Advisory Committee. Estimates for the provision of municipal services to a connection point adjacent to the proposed site were also included for consideration.

The Public Information Centre was advertised on the City of Port Colborne Website and in locally available newspapers (see Appendix D).

Comments and questions received from the attendees and staff/consultant responses were noted as the meeting progressed. (See Appendix E)

Ongoing EA Activities

Selection of Preferred Site

The Technical Advisory Committee will meet following the thirty-day comment period to consider the merits of each of the six sites identified taking into consideration all of the information available and any comments/questions received as a result of Public Information Centre #2.
Preferred Site Schematic Design

Following selection of the preferred site by the Technical Advisory Committee the project's design consultants will develop a schematic site design bringing together the selected site, setbacks, circulation patterns and the preferred building layouts.

Once the schematic design for the preferred site is complete, a preliminary estimate of costs (Class D estimate) will be prepared taking into account all information (municipal service availability, geotechnical, etc.) for consideration by the Technical Advisory Committee.

Issues Arising from Public Information Centre Number 1

- Please see Appendix E
APPENDIX A
<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>PHONE NUMBER</th>
<th>EMAIL ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matt Lannan</td>
<td>236 Hampton Ave.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mike Audit</td>
<td>480 Sugarloaf St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heather Morden</td>
<td>762 Lyons Creek Rd.</td>
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<tr>
<td>Clint Morden</td>
<td>762 Lyons Creek Rd.</td>
<td></td>
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</tr>
<tr>
<td>Yvon Doucet</td>
<td>128 McRae Ave.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donna Wells</td>
<td>548 Hwy #3 East</td>
<td></td>
<td></td>
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<tr>
<td>Harry Wells</td>
<td>548 Hwy #3 East</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Linda Talving</td>
<td>29 Canal Bank Rd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harry Talving</td>
<td>29 Canal Bank Rd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coleen Stewart</td>
<td>25 Canal Bank Rd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jack Hellinga</td>
<td>770 Main St. E.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX B
NAME: JACK HELLINGA
ADDRESS: 770 MAIN ST. E, P.C. L3K5V3
PHONE NUMBER:
EMAIL ADDRESS:

COMMENT: The quarry floor is 12 m below surrounding grade. The quarry is currently being dewatered on a continual basis. The Permit to take Water (PTTW) is to facilitate quarrying and related activities. The water table is artificially lowered by 5 m. Constructing an Operations Centre on the quarry floor will require a new PTTW, which requires a hydro-geological study, that if approved, will require continuous pumping.
APPENDIX C
New Port Colborne
Operations Centre
PUBLIC INFORMATION CENTRE NO. 2
Monday, March 10, 2014
Municipal Class EA Process

- Many projects related to municipal services and infrastructure that are similar in nature, are carried out routinely, and have predictable and mitigable environmental effects are investigated according to the Municipal Engineers Association "Municipal Class Environmental Assessment," (October 2000, as amended 2007 and 2011).

- The Municipal Class Environmental Assessment (Class EA) process categorizes proposed municipal projects according to their anticipated environmental impact, and requires increasingly stringent review requirements as the magnitude of the anticipated environmental impact increases.

- This project will be conducted in compliance with Schedule “C” of the Municipal Engineers Association "Municipal Class Environmental Assessment," (October 2000, as amended 2007 and 2011).
Municipal Class EA Process

Phase 1: Identify and Describe the Problem(s)
- Identify reasonable alternative planning solutions.
- Evaluate the alternative solutions, taking into consideration environmental and technical factors.
- Identify a preferred solution to the problem(s).

Agency and Stakeholder Consultation

Phase 2: Alternative Planning Solutions

Phase 3: Alternative Design Concepts For the Preferred Solution
- Identify alternative designs to implement the preferred solution.
- Inventory natural, social/cultural and economic environments.
- Identify the impact of the alternative designs after mitigation.
- Evaluate alternative designs.
- Identify a preferred design.

Agency and Stakeholder Consultation

Phase 4: Environmental Study Report
- Compile an Environmental Study Report (ESR).
- Place ESR on public record for review for 30 days.
- Notify the public and government agencies of completion of the ESR and of the Part II Order provision in the EA Act.

Phase 5: Implementation
- Proceed to construction of the project.
- Monitor environmental provisions and commitments.

Problem Statement

Preferred Solution

Preferred Design

ESR

NEW PORT COLBORNE OPERATIONS CENTRE
CLASS ENVIRONMENTAL ASSESSMENT

Port Colborne

PRISM Partners Inc
Problem Statement

- The City of Port Colborne maintenance operations are currently carried out at two locations:
  - the Central Operations Facility at 11 King Street and
  - the Parks Division at the former Port Colborne Arena at 52 West Side Road.

- The current facilities are undersized and need of upgrading or replacement in order to meet Best Practices for municipal operations activities.
- The former Port Colborne Arena site has been sold and is no longer considered an appropriate location for municipal operations activities.
- The City of Port Colborne has initiated a Class Environmental Assessment to complete a functional preliminary design for a New Operations Centre.
Revisiting the Class EA Process

- A Class EA process was initiated in 2008 and resulted in the decision to plan for a new purpose-built Operations Centre.
- A preferred location at the intersection of Stonebridge Drive and Highway 58 was selected.
- Further investigation of the geotechnical aspects of the selected site determined that it was not suitable for use as an Operations Centre.
- City Council directed City Staff to revisit the process and determine if the City’s needs have changed, and if so, to reflect them in this Class EA process.
Existing Public Works Facility – 11 King Street

Facts & Figures
Staff – 33
Vehicles/Equipment - 33 large pieces
No. of Buildings – 3 + Sand/Salt Dome
Building Space - 12,420 sq. ft.
Site Area – 142,862 sq. ft.
Existing Parks Facility – 52 West Side Road

Facts & Figures
Staff – 14 + seasonal
Vehicles/Equipment – 9 large pieces
No. of Buildings – 2
Building Space – 3,884 sq. ft.
Site Area – 17,326 sq. ft.
Existing Conditions

Both facilities are inadequate to meet the Operations Division’s current needs for the following reasons:

- Lack of central facility impacts operations resulting in higher maintenance and operational costs;
- The current space does not meet space needs resulting in difficulties in serving the public at the Operations facilities;
- Congested traffic in yard area at 11 King Street resulting in increased time to load winter control materials;
-Undersized fleet maintenance facilities resulting in some vehicle/equipment services being performed in the yard;
- Outdated HVAC equipment at facilities resulting in poor climate control and air quality;
- Lack of adequate locker facilities for male and female employees resulting in difficulty in maintaining work clothing and general hygiene;
- Lack of dry vehicle and equipment storage resulting in vehicles and equipment being exposed to the weather;
- Facilities are dated and would not meet current Building Code requirements.
Existing Conditions - continued

- Inadequate site security, particularly at 52 Westside Road;
- Facilities do not address requirements for disabled persons;
- Lands at 11 King Street are leased from St. Lawrence Seaway and long-term liabilities related to previous use are a concern;
- Lack of suitable space for storage of hazardous materials;
- Environmental concerns due to the location relative to the Welland Canal;
- Equipment is isolated to north end of City and access can be an issue during winter control;
- Designated substances in the buildings at 11 King Street cannot be disturbed without undertaking proper procedures and have significant cost implications; and
- No ability to grow and meet future requirements for additional space or equipment.
Facility Requirements

Administration:
- Administration/Management of Staff and Facility
- Reception Area
- Meeting and Training Space
- Filing and Photocopier
- Material Storage
- Lunch Room
- Washroom Facilities
- Utility Areas
- Health and Safety

Fleet Maintenance:
- Maintenance Bays
- Wash Bays

Fleet Maintenance cont.:
- Parts and Tool Storage
- Small Equipment and Machinery Storage
- Vehicle and Equipment Parking (heated and non-heated)
- External areas for vehicle and equipment parking

Employee Facilities:
- Locker, Shower and Change Facilities
- Mud Room
- Dispatch
- Stores (Material Storage)
Alternative Location Considerations

The Project Team used the following criteria to narrow down potential alternative locations for the centralized Operations Centre:

Ownership - Public ownership is preferred over private ownership but ownership of the site is acceptable if the current site owner is agreeable to sale of lands.

Area - Sites must be at least 5 ha in size.

Zoning - The candidate site should be zoned industrial or public to ensure complementary uses to an Operations Centre.

Servicing - Municipal water and wastewater servicing is preferred to the development of private services.

Access - The access should be to arterial or collector roads and be adjacent to the populated area of the City.

Land Use Conflicts - Away from residential uses.

Connection to the Community – Proximity to the urban area and connection across the Welland Canal are important considerations.
Alternative Locations Mapped
## Preliminary Assessment of Alternative Locations

<table>
<thead>
<tr>
<th>Ownership</th>
<th>Port Colborne Operations Centre Site Selection</th>
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<tbody>
<tr>
<td>Alternate 1 – North of Firehall on the Island</td>
<td>Alternate 2 – Invertose Drive Industrial Lands</td>
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<tr>
<td>City</td>
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<td>16.78 acres</td>
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<td>Water</td>
<td>Yes</td>
</tr>
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<td>Wastewater</td>
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<td>Road Access</td>
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<tr>
<th>Land Use Conflicts</th>
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<tr>
<td>Not Zoned &amp; Residential to the North</td>
<td>No Conflicts</td>
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<th>Connection to Community</th>
<th>Port Colborne Operations Centre Site Selection</th>
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<tr>
<td>Central Section Good Connectivity</td>
<td>North – Urban Edge Good Connectivity</td>
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<tr>
<th>NPCA Comments Received</th>
<th>Port Colborne Operations Centre Site Selection</th>
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<td>Provincially Sensitive Wetland Issues Watercourse Issues</td>
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<tr>
<td>SWM Only</td>
<td>SWM Only</td>
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**NEW PORT COLBORNE OPERATIONS CENTRE CLASS ENVIRONMENTAL ASSESSMENT**
Alternative Site #1
North of Firehall on Island

- Site Advantages
  - City-Owned
  - Well-Known and Documented Geotechnical Conditions
  - Adjacency to Firehall offers some economies of scale
  - Adequate acreage to accommodate future expansion or development
  - Good Logistics – located centrally within City limits

- Site Disadvantages
  - Slightly irregular shape
  - Requires rezoning
  - Requires traffic signal upgrades at intersection

- Estimate to Provide Municipal Services
  - $0.00
Alternative Site #2
Inverstose Drive Industrial Lands

- Site Advantages
  - City-Owned
  - Appropriate zoning in place

- Site Disadvantages
  - Present parcel size is overly large
  - Severance will be required to convey excess acreage
  - Site is not centrally located

- Estimate to Provide Municipal Services
  - $133,000.00
Alternative Site #3
Highway 140 Employment Lands

- **Site Advantages**
  - City-Owned

- **Site Disadvantages**
  - Requires rezoning
  - Present parcel size is overly large
  - Severance will be required to convey excess acreage
  - No municipal services readily available
  - Site is not centrally located

- **Estimate to Provide Municipal Services**
  - $5,964,000.00
Alternative Site #4
Quarry Lands East of Hwy 140

- Site Advantages
  - Good road access
  - Good Logistics – proximity to urban area

- Site Disadvantages
  - Privately-Owned
  - Cost of acquisition (purchase or long-term lease
  - Present parcel is overly large
  - Severance may be required to convey excess acreage
  - Rezoning required
  - Impact of quarry operations changing/ceasing

- Estimate to Provide Municipal Services
  - $4,320,000.00
Alternative Site #5
Existing Site – West Canal Bank

- **Site Advantages**
  - Appropriate zoning in place
  - Good Logistics – proximity to urban area

- **Site Disadvantages**
  - Land not owned by the City and not transferrable to the City
  - Size of site is only marginally adequate for present purposes
  - Phasing of construction of new facility would render 50% of existing facility unusable during construction
  - Requirement to construct new facility in phases will add time and cost to project schedule
  - Existing environmental issues (run off, etc.) would remain

- **Estimate to Provide Municipal Services**
  - $0.00
Alternative Site #6

Allied Marine/Transport Canada Lands at East Harbour

- Site Advantages
  - Good road access
  - Municipal services available
  - Adjacent land uses to the west are industrial
  - Minimal impact on nearby residential uses
  - Proximity to other City facilities
  - Presently zoned Heavy Industrial
  - Good Logistics – proximity to urban area

- Site Disadvantages
  - Privately-Owned
  - One owner is Federal Government and City zoning is N/A
  - Irregular shape
  - Not supported by East Waterfront Secondary Plan
  - Future zoning must conform to Official Plan
  - Site is contaminated

- Estimate to Provide Municipal Services
  - $430,000.00
How to Provide Your Written Comments

- Complete a comment sheet
- By Mail
- By Fax
- By e-mail to pcoc@portcolborne.ca

Please submit comments no later than April 9, 2014

Thank you for your participation!
APPENDIX D
City of Port Colborne
New Port Colborne Operations Centre Project
Notice of Public Information Centre No. 2

The City of Port Colborne has initiated a Municipal Class Environmental Assessment to complete a functional preliminary design for the New Operations Centre which will combine the Central Operations Facility and the Parks Division. The City wishes to examine options to meet current and future maintenance operations demands and to provide a working environment consistent with other City operations.

The study is being conducted in compliance with the Municipal Engineers Association “Municipal Class Environmental Assessment” guidelines. The study is being conducted in compliance with Schedule “C” of the Municipal Class Environmental Assessment, which is approved under the Ontario Environmental Assessment Act. A key component of the study will be consultation with interested stakeholders. Three Public Information Centres will be held to provide interested parties the opportunity to review and discuss issues related to the project, including existing conditions, an assessment of alternative locations, selection of the preferred alternative location and environmental conditions.

As part of the public consultation for this project a Public Information Centre is being planned to provide interested parties with an opportunity to review the identification and assessment of alternative locations identified by the project’s Technical Advisory Committee. The second of three Public Information Centres is to be held as follows:

Date: Monday, March 10, 2014  
Time: 5:00pm – 6:30pm  
Location: Council Chambers  
City of Port Colborne  
66 Charlotte Street  
Port Colborne, Ontario  
L3K 3C8

Those attending will have an opportunity to meet with the Project Team, review the study scope and discuss issues related to the project, including existing conditions, possible alternatives and environmental considerations.

If you are unable to attend the Public Information Centre, but have comments or questions regarding the project, please contact:

Jim Huppuenen  
Manager of Engineering Services  
City of Port Colborne  
66 Charlotte Street  
Port Colborne, Ontario  
L3K 3C8

Phone: 905-835-2901 ext. 221  
Fax: 905-835-2939  
Email: pcoc@portcolborne.ca
City of Port Colborne
New Port Colborne Operations Centre Project
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66 Charlotte Street
Port Colborne, Ontario
L3K 3C8

Phone: 905-835-2901 ext. 221
Fax: 905-835-2939
Email: info@portcolborne.ca
City of Port Colborne
Public Information Centre #2 – Public Questions/Comments

Questions and Responses

1. What criteria were used to identify the six sites?
   - Potential sites owned by the City were considered first on the basis that there would be no cost of acquisition.
   - Three other sites were considered on the basis of location and availability.
   - Existing zoning and road access were also a consideration.
   - Preliminary cost estimates to provide municipal services to the six sites have been prepared by City Engineering Staff and will be considered as the sites are further reviewed.

2. What about the Humberstone School Site?
   - The site was considered as a result of a request that arose from PIC #1. The cost of acquisition and servicing were taken into account and it was deemed to be outside consideration.

3. Why are Vale-owned sites not under consideration when there are several sites that may be appropriate?
   - Vale has not been responsive to City inquiries regarding the sale or lease of any of their lands.

4. Has the issue of the possible development of a hotel at the S/E corner of the quarry site been considered?
   - It will be taken into account as the Project Advisory Committee continues its investigations.

5. Has the issue of groundwater pumping been taken into account when the quarry site is considered and the impact that the cessation of quarry operations may have on the Operations Centre?
   - These issues will both be taken into account as the Project Advisory Committee continues its investigations. The PAC understands that the cessation of groundwater pumping will impact the choice of a location within the quarry grounds.

6. Has the former landfill site been considered?
   - The site was initially considered but was not selected for further investigation as it is owned by the Region of Niagara and there are issues with construction on a former landfill site including geotechnical, leachate management and methane gas collection and mitigation.

7. With reference to Sites #1 and #6 (Island and East Harbour), what methods would be used to deliver sand, salt and other materials?
   - Primarily materials would be delivered by truck, as they are today to the existing Operations Centre.
   - Site #6 may lend itself to bulk delivery by ship, but that option would need further investigation.
8. What measures will be incorporated to mitigate/lessen noise generated by the operations?
   - The preliminary design incorporates a “drive-through” philosophy that will virtually eliminate the need for vehicles to back-up with the consequent reduction in back-up alarm use.
   - The preliminary design incorporates facilities to load trucks in the sand/salt dome rather than outdoors lessening the noise from the loader operations.

9. Will the site be fenced/secured?
   - The preliminary design includes fencing for all areas that are not accessible to the general public and include operable gates and CCTV cameras.

10. Will the new Operations Centre include a Bulk Water station?
    - The site at Stonebridge Drive would be a good location for a bulk water station serving west side of the City, however the six sites presently under consideration are not considered a good location for a bulk water station.

11. Is the budget that has been published still current?
    - The budget that has been published is based on a different design that was deemed to not adequately address the needs expressed in 2013 and is based on construction costs in 2009/2010. The budget will have to be revisited once a site is chosen taking into account the present schematic design that has been determined to adequately address the needs expressed in 2013.

12. Have any issues arisen from the Ministry of Environment?
    - Other than the MOE providing a detailed list of agencies that need to be consulted, they have not expressed any concerns with the process the City is undertaking at this time.
    - There is a requirement to contact Aboriginal groups in the area who must be permitted to comment on any outstanding claims that may impact any of the potential sites. The Ministry of Aboriginal Affairs has not provided direction as to which groups to contact as yet, but we are following up on this issue so it can be addressed.

General Comments

1. A concern was expressed that locating the Operations Centre on the Island would possibly create an “eyesore” and impact the use of the property by children, people walking and wildlife.
   - The design of the facility will present a “finished” appearance to any public view and the PAC understands that the appearance of the facility is an important factor in the design process and the eventual site selection.
   - City Staff noted that berming, fencing and other measures will be taken into consideration to minimize the visual and noise impact on neighbouring properties.
   - City Staff noted that the site has always been intended for “development” and that the impact on public use and wildlife is inevitable.
2. With reference to Site #6 (East Harbour) a comment was received (voicemail) that the southern-most portion of the property identified should be considered for recreational/passive uses in keeping with the Lake Erie shoreline. No objection to the use of the northern-most portion of the property for the Operations Centre was expressed.
   - The PAC will take these comments into consideration as the sites are further reviewed.

3. City Staff noted that there are operational synergies and efficiencies available if the Operations Centre is located at Site #1 (Island) as it would be adjacent to the City Fire Station.

4. City Staff noted that access improvements would be required to better align the potential entrance to the Operations Centre and the traffic lights should Site #1 be selected.

5. City Staff noted that the schematic design developed for the Stonebridge site is completely compatible and can be “re-used” on any of the six sites under consideration.

6. City Staff noted that site-specific investigations (geotechnical, hydrogeological, etc.) will be carried out on the preferred site prior to further development of construction drawings.

7. City staff noted that an architectural rendering of the proposed building will be developed for PIC #3.