



**City of Hamilton**  
**HEALTHY AND SAFE COMMUNITIES COMMITTEE**

**Meeting #:** 18-010  
**Date:** December 17, 2018  
**Time:** 1:30 p.m.  
**Location:** Council Chambers, Hamilton City Hall  
71 Main Street West

Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

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	<b>Pages</b>
<b>1. CEREMONIAL ACTIVITIES</b>	
1.1 Appointment of Chair and Vice-Chair for the Healthy and Safe Communities Committee	
<b>2. APPROVAL OF AGENDA</b> (Added Items, if applicable, will be noted with *)	
<b>3. DECLARATIONS OF INTEREST</b>	
<b>4. APPROVAL OF MINUTES OF PREVIOUS MEETING</b>	
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5.1 Correspondence from the Assistant Deputy Minister, Ministry of Municipal Affairs and Housing respecting the Cancellation of the Ontario Development Charge Rebate Program.	9
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6.1 Lisa Rogers, CANUSA Games (Hamilton Branch) respecting an update on the 2018 CANUSA Games, and changes in the 2019 CANUSA Games.	10

**7. CONSENT ITEMS**

7.1	Minutes of the Hamilton Veterans Committee	
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**11. MOTIONS**

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**12. NOTICES OF MOTION****13. GENERAL INFORMATION / OTHER BUSINESS**

## 14. PRIVATE AND CONFIDENTIAL

- 14.1 Closed Session Minutes - September 10, 2018 (distributed under separate cover)  
Pursuant to Section 8.1, Sub-sections (b) and (d) of the City's Procedural By-law 18-270; and, Section 239(2), Sub-sections (b) and (d) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City Employees; and labour relations or employee negotiations.
- 14.2 Ontario Works Program Review (CES15011(d)) (City Wide) (distributed under separate cover)  
Pursuant to Section 8.1, Sub-sections (b) and (d) of the City's Procedural By-law 18-270; and, Section 239(2), Sub-sections (b) and (d) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City Employees; and labour relations or employee negotiations.

## 15. ADJOURNMENT



## **HEALTHY & SAFE COMMUNITIES COMMITTEE MINUTES 18-009**

**1:30 pm**

**Monday, September 10, 2018**

**Council Chambers**

**Hamilton City Hall**

**71 Main Street West, Hamilton**

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**Present:** Councillors S. Merulla (Chair), J. Farr, M. Green, T. Jackson, T. Whitehead, J. Partridge and T. Anderson

**Absent with Regrets:** Councillor A. Johnson - Personal

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### **THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:**

**1. Proposal for Oral Health Program Enhancements (HSC18045) (City Wide) (Item 7.1)**

**(Jackson/Farr)**

- (a) That the General Manager of the Healthy and Safe Communities Department, or his designate, be authorized to accept the Proposal for Oral Health Program Enhancements, with funding in the amount of \$1,000,000 for the period 2018 – 2021, from Hamilton Community Foundation;
- (b) That the General Manager of the Healthy and Safe Communities Department, or his designate, be authorized to execute the Investment Plan Agreement between the City of Hamilton and the Hamilton Community Foundation, in a form satisfactory to the City Solicitor; and,
- (c) That the Public Health Services - Healthy Families Division Dental Bus program complement be increased by a 0.2 full-time equivalent Dentist and 0.2 full-time equivalent Dental Assistant during the length of the investment (2018-2021).

**CARRIED**

**2. Dispatch Governance and Information Data Update (CES17022(a)) (City Wide) (Item 8.1)**

**(Farr/Partridge)**

That Report CES17022(a) respecting Dispatch Governance and Information Data Update, be received.

**CARRIED**

**3. Director of Housing Position (HSC18047) (City Wide) (Item 8.2)**

**(Whitehead/Anderson)**

(a) That the General Manager of Healthy and Safe Communities Department (HSC), be authorized to reinstate the previously eliminated Director of Housing position, to be funded within the Housing Services Budget; and,

(b) That the General Manager of Healthy and Safe Communities Department (HSC) be authorized to transfer the vacant Director, Neighbourhood and Community Initiatives FTE to the Housing Services Division.

**CARRIED**

**FOR INFORMATION:**

**(a) CEREMONIAL ACTIVITIES (Item A)**

Paul Johnson, General Manager of Healthy & Safe Communities, addressed the Committee to express the leadership team's appreciation for the Committee, and highlighted the Committee's accomplishments over the last four years.

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

The Committee Clerk advised of the following changes to the agenda:

11.1 Additional Outstanding Business List item requiring a new Due Date (Item WW – Requiring the City of Hamilton to be More Accessible to the Hearing Impaired – December 17, 2018)

12.1 Labour Relations – Litigation Update

**(Anderson/Farr)**

That the Agenda for the September 10, 2018 meeting of the Healthy & Safe Communities Committee be approved, as amended.

**CARRIED**

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

None declared.

**(d) APPROVAL OF MINUTES (Item 3)****(i) August 15, 2018 (Item 3.1)****(Whitehead/Partridge)**

That the Minutes of the August 15, 2018 Healthy & Safe Communities Committee meeting be approved, as presented.

**CARRIED****(e) STAFF PRESENTATIONS (Item 7)****(i) Proposal for Oral Health Program Enhancements (HSC18045) (City Wide) (Item 7.1)**

Jennifer Vickers-Manzin, Director, Healthy Families, and Bonnie Elder, Action Director of Ontario Works, addressed the Committee respecting Proposal for Oral Health Program Enhancements with the aid of a PowerPoint Presentation. A copy of the presentation has been retained for the official record.

**(Jackson/Whitehead)**

That Terry Cooke, Hamilton Community Foundation, and partner to the Oral Health Program, be permitted to address the Committee.

**CARRIED****(Jackson/Partridge)**

That the presentation from Jennifer Vickers-Manzin, Director, Healthy Families, and Bonnie Elder, Action Director of Ontario Works respecting Report HSC18045, Proposal for Oral Health Program Enhancements, be received.

**CARRIED**

A copy of the presentation is available at [www.hamilton.ca](http://www.hamilton.ca).

For further disposition of this matter, refer to Item 1.

**(f) GENERAL INFORMATION / OTHER BUSINESS (Item 11)****(i) Changes to the Outstanding Business List (Item 11.3)****(Partridge/Jackson)**

That the following changes to the Outstanding Business List be approved:

**(a) Items to be removed:**

MM – Ambulance Dispatch Services  
(addressed as Item 8.1)

(b) Items Requiring a New Due Date:

WW – Requiring the City of Hamilton to be More Accessible to the Hearing Impaired

Current Due Date: TBD

Proposed New Due Date: December 17, 2018

XX - ACPD respecting Housing Issues

Current Due Date: September 10, 2018

Proposed New Due Date: December 17, 2018

CCC - Funding Requests from Agencies

Current Due Date: September 10, 2018

Proposed New Due Date: December 17, 2018

EEE - Gage Hancharek Respecting PLURD (Peace, Love, Unity, Respect, Dignity)

Current Due Date: TBD

Proposed New Due Date: December 17, 2018

**CARRIED**

(g) **PRIVATE AND CONFIDENTIAL (Item 12)**

**(Jackson/Anderson)**

That Committee move into Closed Session respecting Item 12.1, pursuant to Section 8.1, Sub-section (d) of the City's Procedural By-law 14-300, and Section 239(2), Sub-section (d) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to labour relations or employee negotiations.

**CARRIED**

(i) **Labour Relations – Litigation Update (Added Item 12.1)**

**(Partridge/Jackson)**

That the verbal update respecting Labour Relations – Litigation Update, be received.

**CARRIED**

(h) **ADJOURNMENT (Item 13)**

**(Farr/Whitehead)**

That, there being no further business, the Healthy & Safe Communities Committee be adjourned at 2:33 p.m.

**CARRIED**

Respectfully submitted,

**Healthy & Safe Communities Committee  
Minutes 18-009**

**September 10, 2018  
Page 5 of 5**

Councillor S. Merulla  
Chair, Healthy & Safe  
Communities Committee

Lisa Chamberlain  
Legislative Coordinator  
Office of the City Clerk



Ministry of  
Municipal Affairs  
and Housing

Ministère des  
Affaires municipales  
et du Logement

Assistant Deputy Minister's Office

Bureau du sous-ministre adjoint

Housing Division  
777 Bay St 14th Flr  
Toronto ON M5G 2E5  
Telephone: (416) 585-6738  
Fax: (416) 585-6800

Division du Logement  
777, rue Bay 14<sup>e</sup> étage  
Toronto ON M5G 2E5  
Téléphone: (416) 585-6738  
Télécopieur: (416) 585-6800



November 15, 2018

**RE: Ontario Development Charge Rebate Program**

I am writing to provide a status update on the Development Charges Rebate Program.

As announced in the Fall Economic Statement, the government has decided to cancel the program, and instead encourage new rental housing construction by exempting new units from rent control. The government also plans to launch consultations to inform an action plan to increase housing supply in Ontario.

Therefore, the ministry will not proceed to execute Transfer Payment Agreements for the Development Charges Rebate Program.

I would like to take this opportunity to thank you for your interest in the program.

If you have any questions, please contact Sonya Rolfe, Manager of the Market Initiatives Unit at (416) 585-6153 or by email at: [sonya.rolfe@ontario.ca](mailto:sonya.rolfe@ontario.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Janet Hope", written over a horizontal line.

Janet Hope  
Assistant Deputy Minister

- c: Walter Battello, Account Manager, Housing Programs Branch  
Ian Russell, Regional Housing Services Team Lead, MSO-Central  
Mila Kolokolnikova, Regional Housing Services Team Lead, MSO-Eastern  
Tony Brutto, Regional Housing Services Team Lead, MSO-Western  
Cindy Couillard, Regional Housing Services Team Lead, MSO-Northeastern

**Form: Request to Speak to Committee of Council**

Submitted on Wednesday, November 7, 2018 - 9:44 pm

==Committee Requested==

**Committee:** Healthy and Safe Committees

==Requestor Information==

**Name of Individual:** Lisa Rogers (1st Vice President)

**Name of Organization:** CANUSA Games (Hamilton Branch)

**Contact Number:** [REDACTED]

**Email Address:** [REDACTED]

**Mailing Address:**

[REDACTED]

**Reason(s) for delegation request:** Request to speak at the January 23, 2019 council meeting to update on the 61st games which took place in August 2018 and exciting changes happening for the 62nd games in 2019. We currently receive regular annual funding from the city's endowment fund and support from the Recreation Division.

**Will you be requesting funds from the City? Yes**

**Will you be submitting a formal presentation? Yes**



# Hamilton

## MINUTES

### Hamilton Veterans Committee

Tuesday, July 24<sup>th</sup>, 2018

Room 192 – City Hall

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**Present:** Chair: Dave Steckham

**Members:** Dan Muir, Bob Fyfe, Keven Ellis, Vice Chair: Ed Sculthorpe, Anna Bradford

**Absent with Regrets:** Geordie Elms, Councillor B. Johnson, Rod Paddon, Marko Babic, Councillor Pasuta, Art Tompkins,

**Also Present:** Mike Leatham – Guest, Franca Hicks – Guest, Carolyn King – Guest, Brydie Huffman, Staff Liaison to HVC, Tourism and Culture Division Lee-Anne Dantzer, Admin Assistant, Tourism and Culture Division

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**1. CHANGES TO AGENDA**

**2. DECLARATION OF INTEREST**

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING  
(Ellis/Sculthorpe)**

That the Hamilton Veterans Committee Minutes dated May 22, 2018 be approved, as presented.

**CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

**5. STANDING ITEMS (includes all HVC hosted events)**

**5.1 Decoration Day Review –**

- Please refer to handout attached to the minutes titled “Cadet Parade, Decoration Day June 10, 2018” and “Information Re: Lieutenant General F Wynnyk and 2019 Decoration Day”.
- Note that June 2<sup>nd</sup> is Battle Weekend. There will be fewer resources available on this day.
- Budget-wise a larger event is possible.

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- Would like a Garrison-style parade and to involve the schools but committee thinks a parade down York street would be too long a route for cadets
- Suggestion to create sub-committees to help with planning.
- Could ask London-based Military Police to assist.
- Dundurn Castle is not available on June 2<sup>nd</sup>, 2019 as there is another event on the grounds that day as noted by Dundurn staff present at meeting
- Note: to identify, before the budget goes out, if there is a need for additional money for special projects.
- Preference for June 2<sup>nd</sup> event on the Hamilton Cemetery grounds. Brydie will be in contact with the Commander's office and explain the scheduling issue

**5.2 Dieppe Memorial – Sunday, August 19, 2018**

- Update: RHLI Veterans Association. We provide logistics and admin support.
- Memorial has been repaired.

Brydie will ensure the flags are replaced prior to the service

**5.3 Remembrance Day**

- **Garrison Parade** – going forward as planned. There are no notices as of yet re: VIP's.
- Everything is happening on same day this year.

**City Service –**

**5.4 City of Hamilton Updates**

- **Serbian Memorial** - Anna Bradford
- Anna and The Mayor met with the Consulate General of Serbia. Please see attached handout.
- Would like to have a plaque on City Hall property to commemorate WW1. As well a letter of support and ceremony when it is put up.
- Request from committee to ask for consultation. Committee members feel that issues between Croatian and Serbian communities are still too fresh – many veterans on the HVC served in the Balkans and are uncomfortable giving their blessing on this.
- Suggestion to put the plaque up at a church instead of City Hall property

**5.5 Guest speaker: N/A**

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**6. NEW BUSINESS – HAMILTON VETERANS COMMITTEE**

- Any requests from SEAT to use Veterans Place are reviewed so the park is protected. Request by written letter.
- The Fringe Festival is in the park right now at the east leg of Gore Park.
- New event- Canadian Country Music Association will potentially host an event in Gore on Wednesday September 5th

**7. ROUNDTABLE - HVC meeting dates for 2018**

- Suggestion for added meeting dates for next year.
- Confirmed: Meeting date on August 28<sup>th</sup>, 2019 to start discussions on Remembrance Day programming

**8. ADJOURNMENT**

**(Muir /Fyfe)**

That there being no further business, the Hamilton Veterans Committee meeting be adjourned at 6:00 p.m.

**CARRIED**

Next Meeting:                   **September 25<sup>th</sup>, 2018**  
  
  4:00 p.m. to 6:00 p.m.  
  
  **Room 192, 1<sup>st</sup> floor, City Hall**

## **Cadet Parade, Decoration Day June 10, 2018**

**Overview:** Mr. W. Cumming (Air Cadet League) and myself, Mr. T. Ryan CD (Army Cadet League) were asked to plan an event which would begin the process of returning Decoration Day to the youth and families of the City by involving the Cadet Services in the decoration the Military grave sites in the Hamilton Cemetery, then following it with a short service of Remembrance, at the Cenotaph within the Cemetery.

**Process:** We then contacted our respective area cadet corps to invite them to attend the Cemetery on the 10 of June, since we had no Navy League rep working with us we attempted to pass the information to their corps.

The day was divided into 4 phases:

- a. Cadet and families, arrival at 0900 hrs.
- b. Cadets were formed into groups and instructed in the correct method of decorating the graves and sent out to the various areas. 0915 to 1030 hrs,
- c. Cadets form for parade and march off at 1045 hrs.
- d. Parade returns to muster area for City provided lunch and dismissal.

**Results:** From the Cadet side, the parade was a total success with 70+ cadets and staff on parade including the Bugler and Piper at the service. All services were represented, with the bulk of the Cadets coming from the Air Cadets, this was due to the short planning time allotted by the committee and the previous commitments of the other Corps.

### **Suggestions:**

For all Cadet Corps, initial invitations to the 2019 Decoration Day Service, should be out to the Commanding Officers nlt 15 August 2018, as they must submit their training plans for the year by 1 September.

1. Hamilton Decoration Day, should be moved to 2 June 2019, as this is the date published by DND, and the majority of their year end revues follow during the next couple of weeks.
2. To cover all of the grave sites within the Hamilton Cemetery, I would suggest that the cadets be split into two groups, one on either side (N + S) and then move through decorating the graves as they are identified, meeting at the centre to form up for the parade.
3. There are other grave sites at other Hamilton controlled cemeteries, perhaps HWDSB and the HWCSB could become involved on the Friday afternoon by decorating graves in cemeteries adjacent to their schools.
4. Dress for the Cadets should be initially with jackets and if weather as warm as this year they be allowed to change to Short Sleeve Order, our only casualties on parade where caused by overheating wearing their jackets.
5. Not enough water points available, an additional 2 to 3 water points be allocated for all participants, including Veteran colour parties.
6. Develop a new plan for the Remembrance Service at the Cenotaph, re: location of military participants, veterans, and wreath placement.
7. A request for 13<sup>th</sup> Bn RHLI be generated for 2 sentries, to front the Cenotaph during the service plus an officer, who would be responsible for all parade commands at the Cenotaph, rather than the Master of Ceremonies trying to do both jobs. Letter required to RHLI, NLT than 31 January 2019, to allow for budget allocation.

**INFORMATION RE: LEIUTENANT GENERAL F. WYNNYK AND 2019 DECORATION DAY.**

In June, I attended a Mess Dinner at the Argyll and Sutherland Highlanders of Canada, where Lt General F Wynnyk the Commander of the Army was the guest speaker. After dinner, Col Elms explained to him about our Cadets on Decoration Day and he asked me to fill him in on the cadet involvement.

After our conversation, he stated since it was the 100<sup>th</sup> Anniversary year, he would like to be involved as the Reviewing Officer for the Cadet Parade. This would be a coup for all of the Cadets in Hamilton, and The City of Hamilton itself. Especially, since his appointment 15 July 2018 to Vice-Chief of the Defence Staff, as such he will be responsible for the Cadet Services so that puts greater pressure on the our local Corps to participate.

I personally feel that we as a committee, should react to the General's wish to participate by extending a invitation to him as soon as possible to allow for insertion into his calendar. Note: The official DND date for Decoration Day is posted as June 2, 2019, so the Hamilton Date would have to coincide with that calendar.

By early planning, invitations to all Hamilton Cadet Corps, the integration of the grave decoration, service, and a parade down York St past a reviewing stand to Dundurn Castle grounds after the service. There, if he wishes, a relaxed meeting with the Cadets during their lunch.

You may also present to him, to fill out his weekend in Hamilton, an invitation to speak at a Mess Dinner sponsored by the City and the officers of the Cadet Instructors Cadre in the Hamilton area, or one of the Hamilton based Reserve units on the Saturday evening 1 June 2019.

Although he expressed his wishes to attend, there is no guarantee that this will work but we should attempt to make it happen.

I am sure you will have the support of the Army, Navy, and Air Force Cadet Leagues in this project.

MWO(R) T. Ryan CD

Army Cadet League Ontario

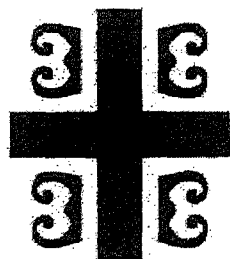
## Decoration Day Budget – June 2018

Service Provided	Notes	Cost
2 HSR buses	Provided in-kind	\$0
Sound system , Jack Rousseau		\$450
Officiating Clergy, Rev. Francis Chisholm		\$100
Vocalist		\$0
Band, Dundas Concert Band		\$300
Bugler and piper	Provided by cadets, suggest honorarium	\$0
Tent and table rental, (including set up, take down, delivery)	Professional Show rentals	\$501.00
Pizza lunch for cadets	Delivered to event	\$450.00
Coffee for cadet parents	Picked up by staff en route	\$30.00
First Aid, St John Ambulance volunteers, police duty	Free of charge for Veterans events	\$0
Cemetery use	Provided in-kind	\$0
Rocks, flags + decor	Coordinated by staff	\$0
Flowers for Graves	Ordered from Costco	\$340
Printing	Provided in-kind	\$0
<b>Total Expenses (estimate)</b>		<b>\$1,831</b>
<b>Event Budget</b>		<b>\$2,000</b>
<b>Balance</b>		<b>- \$169</b>



**SERBIA AND CANADA COMMEMORATING THE CENTENNIAL OF THE END OF THE WORLD WAR I**

**FIGHTING AS ALLIES ON THE RIGHT SIDE OF HISTORY**



**REMEMBERING THE FALLEN FROM ALL NATIONS**

**BY HONORING THE FIRST AND THE LAST VICTIMS OF THE WORLD WAR I**

**First victim of the WWI**

Dušan Đonović (Душан Ђонових) *age 16*,  
student of the Royal Academy of Commerce in Belgrade,  
volunteer in the Unit of Voivoda Jovan Babunski. Died of wounds  
from artillery fire on the city of Belgrade,  
from the Austro-Hungarian Danube river monitor ship "Bodrog",  
the first day of War, July 28th 11:00 p.m.

**Last victim of the WWI**

George Lawrence Price, *age 26*, Served, with "A",  
Company of 28th Battalion Canadian Expeditionary  
Force in Belgium. Fatally shot by a German sniper at  
10:58 a.m. on November 11th 1918. He died just two  
minutes before the armistice ceasefire that ended the  
war, coming to effect at 11:00 a.m.

**ЖИВЕЈА СРБИЈА - LONG LIVE CANADA**



# Hamilton

## MINUTES

Hamilton Veterans Committee

Tuesday, September 25<sup>th</sup>, 2018

Room 192 – City Hall

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**Present:** Chair: Dave Steckham

**Members:** Vice Chair: Ed Sculthorpe, Dan Muir, Bob Fyfe,

**Absent with Regrets:** Geordie Elms, Councillor B. Johnson, Rod Paddon (medical), Councillor Pasuta, Art Tompkins, Keven Ellis

**Also Present:** Mike Leatham, Brydie Huffman, Staff Liaison to HVC, Tourism and Culture Division Lee-Anne Dantzer, Admin Assistant, Tourism and Culture Division

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1. **CHANGES TO AGENDA –**

2. **DECLARATION OF INTEREST**

3. **APPROVAL OF MINUTES OF PREVIOUS MEETING**  
(Fyfe/Muir)

That the Hamilton Veterans Committee Minutes dated July 24, 2018 be approved, as presented.

**CARRIED**

4. **BUSINESS ARISING FROM THE MINUTES**

5. **STANDING ITEMS (includes all HVC hosted events)**

5.1 **Dieppe Memorial – Sunday, August 19, 2018**

Post event review

- Moving of wreaths to new location next year for ease of access for wreath layers
- Followed up with Parks Department on condition of the park. Parks noted in calendar to rectify for next year. Condition to be approved by the Supervisor.
- St. John's Ambulance is requested, but is voluntary. Note to Linda at the RHLI to arrange for St. John Ambulance for next year. Also note, water and other supplies for Cadets as certain standards are to be met as a sponsor of this event.

Page 2 of 3 – HAMILTON VETERANS COMMITTEE MINUTES, September 25<sup>th</sup>, 2018**5.2 Remembrance Day**

- Public art project with Ryerson Public School. Artist in residence to organize. Hang student made poppies with messages of peace in different languages on the Trees around Veterans' Place. Legality of poppy to be looked into.
- Meeting with the Parks Department for installment of 1748 Poppies (number of those who did not returned from First World War – commemorating anniversary of armistice day
- Cable 14 will live stream the ceremony and project onto large screens. Brydie is meeting with producers.
- HVC has received an award for outstanding service for use of an interpreter signing at last year's ceremony.
- Next in planning are the parade, coordination, and speakers. This is HVC directed. Rod Paddon will be Parade Marshal. Other roles need to start being filled i.e. Serena Patton- vocalist, committee groups, Silver Cross Mothers etc.
  - Reach out to Mosque and Jewish communities, drum circle and dancers
  - Guidelines to be sent out.
  - Wreath laying will be after 2 minutes of silence, music playing during or children's choir.
  - Veteran will do Act of Remembrance. Student to read In Flanders Fields
  - Dan Muir to lead Flag Party coordination.
  - Ask RHLI if they have suggestions for Padre. We will send out the invite.
  - Navy Band or RHLI band at the Cenotaph, need RSM confirmation
- Noise notifications for Connaught and Picket (SEAT requirement) to be sent out.
- Confirm guns and canons will be ready for service.
- Ancaster event: 23<sup>rd</sup> field Ambulance unit. Must follow the rules of road closure.

**Garrison Parade –****City Service –****5.3 City of Hamilton Updates**

- **Serbian Memorial** - Anna Bradford
  - Recommendations sent to Mayor's Office. No further updates.

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- **Committee Selection**
  - January 2019- eligible for new member recommendations.
  - New members do not require an active service history. (Resource members.)
  - Can have a number of associate members, only so many voting members.
  - New members will be in place by March.
- **Updated Advisory Committee procedural Handbook**
  - Lee will attach to minutes.
  - Brenda Johnson has requested to be part of HVC again.

**6. NEW BUSINESS – HAMILTON VETERANS COMMITTEE**

**6.1 NO STONE LEFT ALONE**

- Monday Nov 5<sup>th</sup>. Hamilton Cemeteries. HVC will provide busing to event for students for this event.

**7. ROUNDTABLE - HVC meeting dates for 2018**

- Meeting with RHLI to be confirmed.

**8. ADJOURNMENT**

**(Sculthorpe/Muir)**

That there being no further business, the Hamilton Veterans Committee meeting be adjourned at 6:00 p.m.

**CARRIED**

Next Meeting: **October 23<sup>rd</sup>, 2018**

4:00 p.m. to 6:00 p.m.

**Room 192, 1<sup>st</sup> floor, City Hall**



# Hamilton

## MINUTES

Hamilton Veterans Committee

Tuesday, October 23<sup>rd</sup>, 2018

Room 192 – City Hall

---

**Present:** Chair: Dave Steckham

**Members:** Vice Chair: Ed Sculthorpe, Dan Muir, Bob Fyfe, Geordie Elms, Rod Paddon, Keven Ellis

**Absent with Regrets:** Councillor B. Johnson, Councillor Pasuta, Art Tompkins

**Also Present:** Mike Leatham, Brydie Huffman, Staff Liaison to HVC, Tourism and Culture Division Lee-Anne Dantzer, Admin Assistant, Tourism and Culture Division, Kristen Kerr

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**1. CHANGES TO AGENDA –**

**2. DECLARATION OF INTEREST**

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING**

(Fyfe/ Ellis)

That the Hamilton Veterans Committee Minutes dated September 25<sup>th</sup>, 2018 be approved, as presented.

**(CARRIED)**

**4. BUSINESS ARISING FROM THE MINUTES**

**5. STANDING ITEMS (includes all HVC hosted events)**

**5.1 Remembrance Day**

**Garrison Parade** – parade orders, Marshall roles, confirm routes.

**City Service** – program review, confirmation of roles, back-up staff.

- Kristen Kerr- will be second in command on Remembrance Day
- Staff Report to HVC – Brydie Huffman
  - **Parade Orders**

Page 2 of 4 – HAMILTON VETERANS COMMITTEE MINUTES, October 23<sup>rd</sup>, 2018

- Numerous attempts have been made with RSM of the RHLI who is to be the lead on the parade this year. Still have not received orders, been told they are “in the works”
- Need to clarify VIPs, band, padre, silver cross, OPP escorts
- Requested planning meeting with units – was told “ it was in the works”, nothing confirmed to date
- Was informed on October 18<sup>th</sup> that the STAR band is heading to Toronto this year and another band must be coordinated. Alerted the RHLI RSM on October 19<sup>th</sup>.
  - o **Service: - please see attached “Parade Roles”, “Working Budget”, “RD 2018 Map”**
- SEAT application submitted and approved (for six services throughout the City)
- Cable 14 will be live streaming the service on LED video screens this year. Have confirmed commentator to be Michael McAllister (served 7 years with QOR and currently is assistant curator within the City of Hamilton)
- Enlisted City staff to assist with the day (wreath assistants, runners, VIP check in etc)
- Road closures submitted – was told the cost was double, waiting on quote for multiple companies
- PDOs requested from HPL but un able to confirm availability
- Soundbox Audio services have been contracted for tech
- Coordinated CHML live radio broadcast, may need bodies for interviews
- Confirmed 9pdr Field Gun for service, need to send out noise warnings to all residents
- Need to clarify route for wreaths, can often be congested
- Need to confirm missing roles for the parade
  - o Other notes
- Saluting stand required for Colonel Kennedy.
- RHLI band to play.
- Two City staff members will assist with wreath lying.
- Field Battery to test gun for Friday. Gun with be in place before service starts.
- Armoured vehicles will assist with closure. March back up James St. after service has ended. Police to hold the roads closed. Unit commanders will dismiss their troops. Special instructions can be made by Dave Steckham (Emcee) at the end of the service.

Page 3 of 4 – HAMILTON VETERANS COMMITTEE MINUTES, October 23<sup>rd</sup>, 2018

- **“Poppies in the Park” – Public Art project**

- Coordinated with local artist Nancy Benoy and Ryerson Elementary school to undertake this youth engagement initiative
- Students have been asked to create large poppy art pieces which will be installed on the rod iron fences in Gore park on the Friday before the service
- Students have also been booked on a field trip to the Hamilton Military Museum, where Brydie will give presentation on the purpose of the work and the history of the poppy in Canada

- **Misc Logistics:**

- Website has been updated with all City of Hamilton services for 2018
- Media release with quote from mayor will be sent out first week of November
- Coordinated with local churches about the Legion’s Bell’s project
- Did live interview on Cable 14 promoting the history of the downtown service
- Formal invitations sent to all members of council – only a few have responded due to election calendar
- Also running lead coordination on services in Glanbrook and Ancaster. ( road closures, SEAT applications, invitations, participants, musicians, community meetings, media releases etc)

- **Hamilton Remembrance Day roles:**

- Map handout (see attached) – Note: Cable 14 changes- one screen this year facing toward the public. Field gun and media truck far right. Space in front of podium for Cable 14 direct line of view.
- Programme discussion- See attached Programme

## **5.2 City of Hamilton Updates**

- **Committee Selection-** cannot make motions or changes until next year. Looking for new members.
- **Updated Advisory Committee procedural Handbook-** available for email or printed if requested.

## **6. NEW BUSINESS – HAMILTON VETERANS COMMITTEE**

Page 4 of 4 – **HAMILTON VETERANS COMMITTEE MINUTES, October 23<sup>rd</sup>, 2018**

**6.1 NO STONE LEFT ALONE-** Spoke with Cemetery re: use of bus for students. No word back yet.

**7. ROUNDTABLE - HVC meeting dates for 2018**

- Meeting with RHLI to be confirmed. TBD
- 2019 meetings to be set in the New Year.
- November 27<sup>th</sup> room is booked. - Post event debrief, 2019 meeting dates, and committee groups discussion.

**8. ADJOURNMENT**

**(Muir/ Sculthorpe)**

That there being no further business, the Hamilton Veterans Committee meeting be adjourned at 6:00 p.m.

**(CARRIED)**

Next Meeting: **November 27<sup>th</sup>, 2018**

4:00 p.m. to 6:00 p.m.

**Room 192, 1<sup>st</sup> floor, City Hall**





Hamilton

**WENTWORTH LODGE  
HERITAGE TRUST FUND SUB-COMMITTEE  
REPORT 18-002**

10:00 a.m.

Wednesday, September 12, 2018

Wentworth Lodge

41 South Street West, Dundas

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**Present:** Councillor A. VanderBeek (Chair)  
Mary Welsh, Wentworth Lodge Family Council Representative  
Barbara Sargeant, Resident Member

**Absent with  
Regrets:** Russ Powers, Dundas Seniors' Club Member  
Dutch Kelly, Alternate Resident member

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**THE WENTWORTH LODGE HERITAGE TRUST FUND SUB-COMMITTEE  
PRESENTS REPORT 18-002 AND RESPECTFULLY RECOMMENDS:**

**1. Wentworth Lodge Heritage Trust Fund – Donations and Fundraising  
(HSC18008(a)) (Ward 13) (Item 8.1)**

Report HSC18008(a) respecting Wentworth Lodge Heritage Trust Fund –  
Donations and Fundraising, was received.

**2. Wentworth Lodge Heritage Trust Fund – Courtyard Update (HSC18009(a))  
(Ward 13) (Item 8.2)**

Report HSC18009(a) respecting Wentworth Lodge Heritage Trust Fund –  
Courtyard Update, was received.

**3. Wentworth Lodge Heritage Trust Fund – Financial Status 2018  
(HSC18010(a)) (Ward 13) (Item 8.3)**

Report HSC18010(a) respecting Wentworth Lodge Heritage Trust Fund –  
Financial Status 2018, was received.

**FOR INFORMATION:**

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

The Committee Clerk advised that there were no changes to the agenda.

The agenda for the September 12, 2018 meeting of the Wentworth Lodge Heritage Trust Fund Sub-Committee was approved, as presented.

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

There were no declarations of interest.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)**

**(i) March 7, 2018 (Item 3.1)**

The Minutes of the March 7, 2018 meeting of the Wentworth Lodge Heritage Trust Fund Sub-Committee were approved, as presented.

**(d) ADJOURNMENT (Item 13)**

There being no further business, the Wentworth Lodge Heritage Trust Fund Sub-Committee was adjourned at 10:09 a.m.

Respectfully submitted,

Councillor A. VanderBeek  
Chair, Wentworth Lodge Heritage Trust Fund  
Sub-committee

Lisa Chamberlain  
Legislative Coordinator  
Office of the City Clerk



**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Housing Services Division**

<b>TO:</b>	Chair and Members Healthy and Safe Communities Committee
<b>COMMITTEE DATE:</b>	December 17, 2018
<b>SUBJECT/REPORT NO:</b>	2019 Budget Submission - Housing and Homelessness Advisory Committee (HSC18051) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	James O'Brien (905) 546-2424 Ext. 3728
<b>SUBMITTED BY:</b>	Vicki Woodcox Acting Director Housing Services Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

That the Housing and Homelessness Advisory Committee 2019 base budget submission attached as Appendix "A" to Report HSC18051 in the amount of \$1,000 be approved and referred to the 2019 budget process for consideration.

### EXECUTIVE SUMMARY

The Housing and Homelessness Advisory Committee has prepared and approved their budget submission for 2019, in the amount of \$1,000. This submission is consistent with the 2018 approved budget for the committee.

### Alternatives for Consideration – Not Applicable

### FINANCIAL – STAFFING – LEGAL IMPLICATIONS

#### Financial:

The budget request is the same as the approved 2018 budget for the Housing and Homelessness Committee. The \$1,000 will be used for meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation.

#### Staffing:

There are no staffing implications. Healthy and Safe Communities Department, Housing Services Division staff will continue to act as staff liaisons to the Housing and Homelessness Advisory Committee.

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**SUBJECT: 2019 Budget Submission - Housing and Homelessness Advisory  
Committee (HSC18051) (City Wide) - Page 2 of 3**

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**Legal:**

There are no legal implications associated with Report HSC18051.

**HISTORICAL BACKGROUND**

The Housing and Homelessness Advisory Committee was established by the Emergency and Community Service Committee in November 2015 (Report CES15053) with a mandate to:

- Communicate and work to address the needs of citizens within the community for whom barriers exist to accessing safe, suitable, and affordable housing, including the supports needed to enable citizens to obtain and retain their homes, and;
- Support the City of Hamilton's 10-year Housing and Homelessness Action Plan by providing information, advice, and recommendations to the Emergency & Community Services Committee regarding the Action Plan's successful and implementation.

At their November 15, 2018 meeting, the Housing and Homelessness Advisory Committee gave consideration to their 2019 budget needs. Their budget submission is attached as Appendix "A" to Report HSC18051. This budget covers meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation. The committee is requesting the same budget they had in 2018 in the amount of \$1,000 for 2019.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

There are no policy implications related to Report HSC18051.

**RELEVANT CONSULTATION**

The Housing and Homelessness Advisory Committee discussed their 2019 budget needs at the November 15, 2018 meeting. After a thoughtful discussion they approved a budget submission that was consistent with their 2018 budget.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

This budget allocation will provide funding for the operation of the Housing and Homelessness Advisory Committee and enable them to fulfil their mandate. The committee is not asking for an increase to their budget.

The committee has outlined a meeting schedule for 2019, and this budget will provide them support to undertake specific activities in their workplan. This includes

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**SUBJECT: 2019 Budget Submission - Housing and Homelessness Advisory  
Committee (HSC18051) (City Wide) - Page 3 of 3**

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transportation and parking support for committee members and speakers. The committee has not yet determined all of their activities for 2019 and should additional funding be required in 2019 and be available in the Housing and Homelessness Advisory Committee reserves, requests for reserve funding will be made at the appropriate time.

**ALTERNATIVES FOR CONSIDERATION**

None

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Community Engagement & Participation**

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

**Healthy and Safe Communities**

Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report HSC18051: Housing & Homelessness Advisory Committee  
2019 Budget Submission

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# **CITY OF HAMILTON**

**2019**

**ADVISORY COMMITTEES**

**BUDGET SUBMISSION**

**Housing and Homelessness Advisory Committee (HHAC)**

**PART A: General Information****ADVISORY COMMITTEE MEMBERS:**

<b>Eileen Campbell</b>	<b>Yim Chung</b>
<b>Marie Raftis</b>	<b>Lance Dingman</b>
<b>Elske de Visch Eybergen</b>	<b>Trevor Jaundoo</b>
<b>Julia Verbitsky</b>	
<b>Obaid Shah</b>	
<b>Michael Cameron</b>	
<b>Thomas Mobley</b>	
<b>Sandy Leyland</b>	

**MANDATE:**

Communicate and work to address the needs of citizens within the community for whom barriers exist to accessing safe, suitable, and affordable housing, including the supports needed to enable citizens to obtain and retain their homes, and;

Support the City of Hamilton's 10-year Housing and Homelessness Action Plan by providing information, advice, and recommendations to the Healthy and Safe Communities Committee regarding the Action Plan's successful and meaningful implementation.

**PART B: Strategic Planning****STRATEGIC OBJECTIVES:**

The following objectives have been established for the HHAC to facilitate its efforts in achieving the mandate.

1. Assist with the coordination and implementation of Council approved recommendations, including the City of Hamilton's 10-year Housing and Homelessness Action Plan.
2. Ensure that recommendations regarding issues relating to people who are experiencing homelessness or who may be at risk of becoming homeless are brought forward to Council in a timely manner.
3. Devise and recommend to Council innovative and preventative measures to assist in addressing homelessness within the community;
4. Identify emerging trends, potential gaps and best practices in emergency housing needs.

**Appendix “A” to Report HSC18051  
Page 3 of 4**

5. Provide Council and staff with information, advice, and recommendations about residential landlord and tenant issues and policies that would improve the overall well-being of tenants in Hamilton and support landlords in the provision of safe, quality, and affordable rental units.
6. Identify housing-related supports available in the community and facilitate relationship-building between community partners, citizens and government to ensure that people have the individualized supports needed to help them obtain and retain housing.
7. Regularly update Council about homelessness and affordable housing issues through the discussion and analysis that takes place at HHAC.
8. Respond to requests and direction from staff and Council.
9. Collaborate and cooperate with other City of Hamilton committees and community groups doing work around issues that impact homelessness and affordable housing to stay apprised of relevant initiatives and contribute information and advice as needed.

**ALIGNMENT WITH CORPORATE GOALS:**

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
<b>1) Community Engagement &amp; Participation</b>	X	<b>2) Economic Prosperity &amp; Growth</b>	
<b>3) Healthy &amp; Safe Communities</b>	X	<b>4) Clean &amp; Green</b>	
<b>5) Built Environment &amp; Infrastructure</b>		<b>6) Culture &amp; Diversity</b>	
<b>7) Our People &amp; Performance</b>			

**PART C: Budget Request**

**INCIDENTAL COSTS:**

Meeting costs – meeting room, refreshments, photocopying, printing, parking, transportation	\$1,000
<b>SUB TOTAL</b>	<b>\$1,000</b>

**SPECIAL EVENT/PROJECT COSTS:**



**Appendix "A" to Report HSC18051  
Page 4 of 4**

N/A	\$0
<b>SUB TOTAL</b>	<b>\$0</b>
<b>TOTAL COSTS</b>	<b>\$1,000</b>
<b>Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)</b>	<b>\$0</b>
<b>TOTAL 2019 BUDGET REQUEST (net of reserve funding)</b>	<b>\$1,000</b>
<b>PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$ 1,000)</b>	<b>\$1,000</b>

**CERTIFICATION:**

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

**Representative's Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_



**CITY OF HAMILTON**  
**City Manager's Office**  
**Human Resources Division**

<b>TO:</b>	Chair and Members Healthy and Safe Communities
<b>COMMITTEE DATE:</b>	December 17, 2018
<b>SUBJECT/REPORT NO:</b>	2019 Budget Submission Seniors Advisory Committee (HUR18019) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Jessica Bowen (905) 546-2424 Ext. 5164
<b>SUBMITTED BY:</b>	Lora Fontana, Executive Director Human Resources and Organizational Development
<b>SIGNATURE:</b>	

## RECOMMENDATION

That the Seniors Advisory Committee 2019 base budget submission in the amount of \$2500.00 be approved and forwarded to the 2019 budget process.

## EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Seniors Advisory Committee budget for 2019, in the amount of \$2500.00, is being submitted for approval.

***Alternatives for Consideration – See Page 3***

## FINANCIAL – STAFFING – LEGAL IMPLICATIONS

**Financial:** The budget request for 2019 has increased by \$1000.00 in order to enable the committee to continue supporting Seniors-related events (International Day of the Older Person; Seniors Month Kick-off Event and Senior of the Year Award).

**Staffing:** N/A

**Legal:** N/A

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*OUR Priorities: Community Engagement & Participation; Economic Prosperity and Growth; Healthy and Safe Communities; Clean and Green; Built Environment and Infrastructure; Culture and Diversity and Our People and Performance.*

## **HISTORICAL BACKGROUND**

At their November 2, 2018 meeting, the Seniors Advisory Committee gave consideration to their budget needs for 2019. Their budget submission is attached as Appendix “A” to Report HUR18019. The budget includes incidental costs to support the Committee as well as additional costs for specific events, programs and initiatives.

The Seniors Advisory Committee is requesting a budget increase of \$1000.00 for a 2019 budget request of \$2500.00. In 2018, the Committee requested and was approved a budget in the amount of \$1500.00, which was allocated to cover the cost of monthly meeting expenses including refreshments. The increase of \$1000.00 has been included to provide support for the following annual Seniors related events:

- International Day of the Older Person;
- Seniors Month Kick-off Event; and
- Senior of the Year Award.

In accordance with the volunteer committee budget process, the budget is recommended for approval

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The Seniors Advisory Committee is able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. The possibility gives the Committee the opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The Seniors Advisory Committee has not yet determined all of their activities for 2019. Should additional funding be required in 2019 and be available in the Seniors Advisory Committee reserves, requests for reserve funding will be made at the appropriate time.

## **RELEVANT CONSULTATION**

The Seniors Advisory Committee discussed their 2019 budget needs at their November 2, 2018 committee meeting.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The recommendation will provide funding for the operations of the Seniors Advisory Committee to enable them to continue to fulfil their terms of reference.

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## **ALTERNATIVES FOR CONSIDERATION**

The alternative would be not to fund the operations of the Advisory Committee. This is not recommended as they provide valuable service and advice to both Council and staff of the City and bring voices to our deliberations that might not otherwise be heard.

## **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

### **Community Engagement & Participation**

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

### **Economic Prosperity and Growth**

Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

### **Healthy and Safe Communities**

Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.

### **Clean and Green**

Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

### **Built Environment and Infrastructure**

Hamilton is supported by state of the art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

### **Culture and Diversity**

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

### **Our People and Performance**

Hamiltonians have a high level of trust and confidence in their City government.

## **APPENDICES AND SCHEDULES ATTACHED**

Appendix A to Report HUR18019 – Senior Advisory Committee

*OUR Vision: To be the best place to raise a child and age successfully.*

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# **CITY OF HAMILTON**

**2019**

**ADVISORY COMMITTEES**

**BUDGET SUBMISSION**

**Seniors Advisory Committee**

**PART A: General Information**

**ADVISORY COMMITTEE MEMBERS:**

Margaret Cheyne	Penelope Petrie
Lou DeStephanis	Mary Sinclair
Carolann Fernandes	Barry Spinner
George Hough	Doug Stone
Ramanth Kamath	Karen Thomson
John Kennard	Bob Thomson
Paula Kilburn	Marjorie Wahlman
Jeanne Mayo	Emmy Weisz
Dahlia Petgrave	John Winslow

**MANDATE:**

The Senior Advisory Committee is a Council mandated advisory committee of the City of Hamilton. To be a credible communication vehicle that will reflect and translate the ongoing needs that affects the quality of life for all older persons. It will provide a forum for consumers and deliverers of services and facilities to identify issues, explore possible remedies, and work to implement them.

**PART B: Strategic Planning**

**STRATEGIC OBJECTIVES:**

- To assist Council in decision making as it pertains to Senior's issues in Hamilton.
- To respond and advocate concerns affecting policies, services and facilities for seniors delivered by and funded by all levels of government.
- To promote and disseminate all decisions relating to access, the provision of services programs and facilities for seniors in the City of Hamilton.
- To liaise with other organized groups when there are matters of mutual concerns.
- To promote and advocate, wherever appropriate, the concept of healthy aging by encouraging improved and responsive programs and services in a timely fashion.

**ALIGNMENT WITH CORPORATE GOALS:**

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
1) Community Engagement & Participation	x	2) Economic Prosperity & Growth	x
3) Healthy & Safe Communities	x	4) Clean & Green	x
5) Built Environment & Infrastructure	x	6) Culture & Diversity	x
7) Our People & Performance	x		

**PART C: Budget Request**

**INCIDENTAL COSTS:**

Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)	\$1500.00
<b>SUB TOTAL</b>	<b>\$1500.00</b>

**SPECIAL EVENT/PROJECT COSTS:**

Support for Seniors related events (International Day of the Older Person, Seniors Month Kick off Event, Senior of the Year Award, etcetera).	\$1000.00
<b>SUB TOTAL</b>	<b>\$ 1000.00</b>
<b>TOTAL COSTS</b>	<b>\$ 2500.00</b>
Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$
<b>TOTAL 2019 BUDGET REQUEST (net of reserve funding)</b>	<b>\$2500.00</b>
<b>PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$ 1500.00)</b>	<b>\$1500.00</b>

**CERTIFICATION:**

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

**Representative's Name:** **Bob Thomson**

**Signature:**

*Bob Thomson*

**Date:**

11/2/2018

**Telephone #:**

905.304.1255





**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
*Tourism and Culture Division*

<b>TO:</b>	Chair and Members Healthy and Safe Communities Committee
<b>COMMITTEE DATE:</b>	December 17, 2018
<b>SUBJECT/REPORT NO:</b>	City of Hamilton Veterans Committee 2019 Budget Submission (PED18236) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Brydie Huffman (905) 546-2424 Ext. 4122
<b>SUBMITTED BY:</b>	Anna M. Bradford Director, Tourism and Culture Planning and Economic Development Department
<b>SIGNATURE:</b>	

## RECOMMENDATION

That the Hamilton Veterans Committee 2019 base budget submission, attached as Appendix 'A' to Report PED18236, in the amount of \$30,000, be approved and referred to the 2019 Budget process for consideration.

## EXECUTIVE SUMMARY

The Hamilton Veterans Committee (HVC) oversees the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton. When directed by Council, the Committee will provide input on projects and issues that are of concern to Hamilton Veterans. The Committee also acts as a liaison between the City and its Veterans.

The Hamilton Veterans Committee is requesting the amount of \$30,000 (the same as 2018) to coordinate various Veterans' activities throughout the year. These events include but are not limited to Remembrance Day, Decoration Day ceremonies and Youth Education initiatives. Costs associated with policing these events are covered through the Tourism and Culture Division, Events Office operating budget. The remaining safety factors such as road closures, traffic warning signs and fencing for members of the public and honourariums for musicians at services are covered through the Hamilton Veterans Committee approved budget for multiple community military services across the City of Hamilton.

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**SUBJECT: City of Hamilton Veterans Committee 2019 Budget Submission  
(PED18236) (City Wide) - Page 2 of 4**

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Other expenses for the events that the Hamilton Veterans Committee coordinates include wreaths, technical equipment rentals, media streaming services, appropriate sound systems, program printing, and programming elements such as warbird "fly past" services.

In June 2017, Council approved the revised mandate of the Hamilton Veterans Committee to include the objective to maximize the engagement of youth in the act of Remembrance through projects and events. This decision has been put into action with the involvement of a youth cadet parade and lunch service on Decoration Day as well as a youth-led public art project for Remembrance Day. It is expected that these additions may require additional funding requests in future years.

Working with the Hamilton Veterans Committee, staff closely monitor the Advisory Committee budget to determine if future increases will be necessary as each year the Hamilton Veterans Committee is asked to support an increasing number of Remembrance and Commemoration events throughout the City of Hamilton. (i.e. busing for youths attending services of Remembrance, public art commemoration projects, video screens and ASL signers to make services accessible).

***Alternatives for Consideration – Not Applicable***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** For 2019, the Hamilton Veterans Committee has asked for their annual base budget of \$30,000.

**Staffing:** N/A

**Legal:** N/A

**HISTORICAL BACKGROUND**

The City of Hamilton Veterans Committee was first appointed by the Council of The Corporation of the City of Hamilton in February 1972. At that time, the responsibility of the Committee was to:

- i) Act as liaison for the Veterans of the City of Hamilton and the Hamilton Parks Board (re: Cenotaph); and the Hamilton Cemetery Board (re: Field of Honour, Woodland Cemetery);
- ii) Co-ordinate all parades in the City involving Veterans; and,
- iii) Deal with all other matters directly relating to or of concern to Veterans.

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**SUBJECT: City of Hamilton Veterans Committee 2019 Budget Submission  
(PED18236) (City Wide) - Page 3 of 4**

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In July of 2015, City Council established the Hamilton Veterans Committee for the 2014-2018 Term of Council. The mandate of the Hamilton Veterans Committee continues to include overseeing the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton. When directed by Council, the Committee provides input on projects and issues that are of concern to Hamilton Veterans.

Since 2001, military remembrance and commemoration activities have included organizing the City of Hamilton Remembrance ceremonies in addition to assisting with the coordination of annual ceremonies in Ancaster, Dundas, Glanbrook, Stoney Creek and Waterdown. Other annual events include the Dieppe Memorial Ceremony and Decoration Day. The Committee and their staff liaison have most recently worked to include and promote the inclusion of youth in their events.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

**RELEVANT CONSULTATION**

- Hamilton Veterans Committee: The HVC Annual Advisory Committee Budget Submission is attached as Appendix 'A' to Report PED18236.
- Financial Coordinator, Financial Planning, Administration and Policy Division, Corporate Services Department: Provided reserve balance for Hamilton Veterans Committee.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

There is an expectation from the citizens of Hamilton for Remembrance services to be provided to properly honour the sacrifices made by our veterans and those currently serving. Without adequate funding provided by Council, these expectations cannot be met for these events that hold national significance.

**ALTERNATIVES FOR CONSIDERATION**

N/A

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**SUBJECT: City of Hamilton Veterans Committee 2019 Budget Submission  
(PED18236) (City Wide) - Page 4 of 4**

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**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Community Engagement & Participation**

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

**Healthy and Safe Communities**

Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.

**Culture and Diversity**

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix 'A' to Report PED18236 – Hamilton Veterans Committee 2019 Budget Submission

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# **CITY OF HAMILTON**

**2019**

**ADVISORY COMMITTEES**

**BUDGET SUBMISSION**

**"HAMILTON VETERANS COMMITTEE"**

## PART A: General Information

### ADVISORY COMMITTEE MEMBERS:

<b>Dave Steckham, Chair</b>	<b>Ed Sculthorpe (Vice-Chair)</b>
<b>(Robert) Geordie Elms</b>	<b>Keven Ellis</b>
<b>(Victor) Rod Paddon</b>	<b>Dan Muir</b>
<b>Bob Fyfe</b>	<b>Art Tompkins</b>
<b>Councillor Brenda Johnson</b>	<b>Councillor Robert Pasuta</b>
	<b>Councillor Doug Conley (alt)</b>

### MANDATE:

"Provide the Advisory Committee's mandate"

Reporting to council, the Hamilton Veterans Committee oversees the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton. When directed by Council, the Committee provides input on projects and issues that are of concern to Hamilton Veterans.

## PART B: Strategic Planning

### STRATEGIC OBJECTIVES:

"Indicate the Advisory Committee's goals and objectives, how they will be achieved and who will benefit"

#### Goals and objectives:

Act as a liaison for the veterans of the City of Hamilton on all matters that fall within Council's jurisdiction.

Coordinate Decoration Day and Remembrance Day Parades and Memorial Services

Maximize the engagement of youth in the act of Remembrance through projects and events

#### How will they be achieved:

Coordinate the remembrances for significant anniversaries such as Decoration Day, Remembrance Day, VE Day and including but not limited to parades and memorial services.

Administer all other matters directly relating to or of concern to Hamilton Veterans that fall within Council's jurisdiction.

Oversee the criteria for burial of Veteran's in the Field of Honour (Woodland Cemetery)

Veteran's Committee advises on the use and care of the cenotaph – Gore Park including but not limited to the placement of wreaths

Present opportunities for the engagement of youths in acts of Remembrance in the City of Hamilton through events and community projects

#### Who will benefit:

All citizens of the City of Hamilton as well as local veterans. Upward of 1,000 people attend the Remembrance Day services and parades coordinated by the Veterans Committee.

All residents of Hamilton will have the opportunity to show respect for Veterans' service to our county.

The Youth of Hamilton will be given the opportunity to be engaged with Acts of Remembrance outside of the classroom setting.

**ALIGNMENT WITH CORPORATE GOALS:**

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
1) Community Engagement & Participation	✓	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	✓	4) Clean & Green	
5) Built Environment & Infrastructure		6) Culture & Diversity	✓
7) Our People & Performance			

**PART C: Budget Request****INCIDENTAL COSTS:**

Meeting Costs: <ul style="list-style-type: none"> <li>- postage, printing, parking</li> <li>- 7 general meetings, 4 event planning meetings and 1 meeting with all Veteran Organizations within the City of Hamilton</li> <li>- Name tags &amp; arms bands</li> </ul>	\$2,000
<b>SUB TOTAL</b>	<b>\$2,000</b>

**SPECIAL EVENT/PROJECT COSTS:**

Ceremonies/Services: <ul style="list-style-type: none"> <li>- Hamilton (Gore Park Cenotaph), 1 ceremony and parade</li> <li>- Remembrance Day Ceremonies (Ancaster, Glanbrook, Dundas, Stoney Creek, Waterdown</li> <li>- Dieppe Veteran's Memorial Service</li> <li>- Decoration Day</li> <li>- Communications and Marketing</li> </ul>	\$12, 600  \$3, 200  \$4,000  \$6,000  \$2, 200
<b>SUB TOTAL</b>	<b>\$28,000</b>



<b>TOTAL COSTS</b>	<b>\$30,000</b>
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<b>Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)</b>	<b>\$</b>
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<b>TOTAL 2019 BUDGET REQUEST (net of reserve funding)</b>	<b>\$ 30,000</b>
<b>PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$ )</b>	<b>\$ 30,000</b>

**CERTIFICATION:**

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

**Representative's Name:**     **David Steckham**

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**Signature:**                         *David Steckham*    

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**Date:**                                 **September 14<sup>th</sup>, 2018**    

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**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITITES DEPARTMENT**  
**Housing Services Division**

<b>TO:</b>	Chair and Members Healthy & Safe Communities Committee
<b>COMMITTEE DATE:</b>	December 17, 2018
<b>SUBJECT/REPORT NO:</b>	Rapid Re-Housing Program (Hotel) Housing Allowances (HSC18050) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Yolisa de Jager (905) 546-2424 Ext. 3863
<b>SUBMITTED BY:</b>	Vicki Woodcox Acting Director, Housing Services Division Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

That the General Manager of the Healthy and Safe Communities Department or his designate be authorized and directed to deliver and administer the Rapid Re-Housing Program (Hotel) Housing Allowances, in the amount of \$358,000, funded by the Housing Initiatives Capital Reserve Fund (#112239) in accordance with the existing Council Approved Housing Allowance Program (Report CES16028).

### EXECUTIVE SUMMARY

Hamilton's Emergency Shelter System has experienced significant occupancy pressures within the Family Shelter that provide supports to homeless families, as well as the provincially-funded Violence Against Women shelters. On many occasions, the demand for shelter space for families exceeds their current capacity so families are placed into hotels on a temporary basis until a shelter vacancy becomes available.

As a result, the usage of emergency hotel stays funded by the City of Hamilton through the Community Homelessness Prevention Initiative (CHPI) (Report HSC18030), have compounded over the past five years. Currently staff are forecasting a pressure in the hotel budget. Overall, there has been a 20% increase in the volume of hotel stays over the past five years, as well as a 10% increase in length of stay per household.

The Housing Services Division, in partnership with the Good Shepherd Centres, has designed a Rapid Re-Housing response to address increased hotel usage for homeless families accessing emergency hotel space. The Rapid Re-Housing model provides immediate housing assistance for up to six months, to expedite securing permanent

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**SUBJECT: Rapid Re-Housing Program (Hotel) Housing Allowances (HSC18050)  
(City Wide) - Page 2 of 4**

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housing and moving families quickly out of the hotel/emergency shelter system. This Rapid Re-Housing response is administered by Good Shepherd Centres but involves a number of organizations providing shelter and supports to women and children. They include:

- Good Shepherd Women's Services (Martha House) and Family Centre
- Mission Services- Inasmuch House
- Interval House of Hamilton
- Native Women's Centre

The Housing Initiatives Capital Reserve Fund (# 112239) which currently has a balance of \$358,000 is proposed to be used in its entirety for the Rapid Re-Housing Program (Hotel) Housing Allowances. This one-time funding creates 120 Housing Allowances for a twelve-month period. These resources will assist the Rapid Re-Housing Program (Hotel) to expedite housing placements of families in hotels. Outcomes from the program will inform policy and program design considerations that will ultimately assist in reducing hotel costs and shelter occupancy pressures.

Access to the short-term Housing Allowances will provide a critical-timed financial intervention that removes barriers for families in securing and maintaining market rent units. This intervention will ensure that homeless families have and retain their housing and will formally exit the emergency shelter system.

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial:

The Housing Initiatives Capital Reserve Fund (# 112239) currently has a balance of \$358,000. With the approval of this Program, the reserve will be depleted.

Staffing:

There are no staffing implications associated with Report HSC18050.

Legal:

There are no legal implications associated with Report HSC18050.

**HISTORICAL BACKGROUND**

On July 8, 2016, Council approved the Hamilton Housing Allowance Program (Report CES16028). The Rapid Re-Housing (Hotel) Housing Allowances will adopt the same, approved distribution structure.

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**SUBJECT: Rapid Re-Housing Program (Hotel) Housing Allowances (HSC18050)  
(City Wide) - Page 3 of 4**

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On June 14, 2017, Council approved the recommendation that the Rapid Rehousing Program for Women receive annualized funding (CES17030).

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The Rapid Re-Housing Program (Hotel) Housing Allowances satisfies Strategy 2.4 (Expand Portable and In-situ Rental Subsidy Programs) of the Housing & Homelessness Action Plan.

**RELEVANT CONSULTATION**

As part of this recommendation and strategy to reduce hotel usage costs, the Housing Services Division consulted with Good Shepherd Centres, Interval House of Hamilton, Mission Services, Native Women's Centre and the Housing Help Centre.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Hamilton's Emergency Shelter system serving homeless families consists of the Good Shepherd Family Centre, and overflow beds services contracted with four Violence Against Women (VAW) Shelters: Good Shepherd Centres, Interval House of Hamilton, Mission Services and Native Women's Centre. This collection of shelters has experienced significant occupancy pressures, with facilities operating at and above full capacity annually.

Directly related to shelter system occupancy pressures, hotel costs have exponentially increased year over year. Overall, there has been a 20% annual increase in the volume of hotel stays, as well as a 10% increase of length of stay per household. In 2014, hotel costs totalled \$112,000, whereas in 2017, hotel costs totalled \$506,100. It is projected that the hotel costs will increase further in 2018. Approximately 50% of families accessing hotels are from the VAW Shelters.

Additionally, winter months predictably contribute to occupancy pressures throughout the emergency shelter system. Last winter, the City of Hamilton issued 5 cold alerts. It is reasonable to predict that 2018-2019 winter months will have similar fluctuation in temperatures and inclement weather.

As a risk mitigation strategy to reduce hotel costs and alleviate occupancy pressures over winter months, the Housing Services Division and Good Shepherd Centres have designed a Rapid Re-Housing response to address hotel pressures focusing on the housing needs of families placed in hotel.

Building on the Good Shepherd's existing relationships with local landlords, families working with the Rapid Re-Housing team will facilitate expedited access to vacant market

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**SUBJECT: Rapid Re-Housing Program (Hotel) Housing Allowances (HSC18050)  
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rent units across the city that match the families' budgets and specific needs. While families work to secure permanent housing, they will also be moved out of hotel into vacant emergency shelter spaces as they become available. The Rapid Re-Housing team will follow through on the families' housing plans during a shelter stay to ensure continuity of service and continued focus on securing permanent housing.

The 120 short-term housing allowances, at a cost of \$358,000, funded by the Housing Initiatives Capital Funds (#112239) will ensure that more households will have greater access to local, available market rent units. This short-term financial assistance provides families with an opportunity over twelve months to stabilize their housing and income sources.

The Rapid Re-Housing team will be equipped with housing allowances to shorten length of stays in both hotels and shelters and will assist in alleviating occupancy pressures across the emergency shelter system. Staff predict to see a decrease in hotel costs over the duration of the program. Staff also anticipate that housing allowances will provide financial stability to homeless families by remaining out of the emergency shelter system for a minimum period of twelve months following the initial intervention.

**ALTERNATIVES FOR CONSIDERATION**

None

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN****Healthy and Safe Communities**

Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.

**APPENDICES AND SCHEDULES ATTACHED**

None

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# CITY OF HAMILTON MOTION

Healthy & Safe Communities Committee: December 17, 2018

**MOVED BY COUNCILLOR .....**

**SECONDED BY COUNCILLOR .....**

## **Interview Sub-committee to the Healthy & Safe Communities Committee**

That the following five (5) Councillors be appointed to the Interview Sub-Committee to the Healthy & Safe Communities Committee for the balance of the 2018-2022 term of Council:

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_
- (iv) \_\_\_\_\_ (alternate member)
- (v) \_\_\_\_\_ (alternate member)