



City of Hamilton
GENERAL ISSUES COMMITTEE

Meeting #: 19-002(i)
Date: February 15, 2019
Time: 9:30 a.m.
Location: Council Chambers, Hamilton City Hall
71 Main Street West

Stephanie Paparella, Legislative Coordinator (905) 546-2424 ext. 3993

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1. APPROVAL OF AGENDA	
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	(Deferred to the Operating Budget Process by the General Issues Committee at its Capital Budget meeting of January 21, 2018)	

8. MOTIONS

9. NOTICES OF MOTION

10. ADJOURNMENT



**GENERAL ISSUES COMMITTEE
(OPERATING BUDGET)
MINUTES 19-002(g)**

9:30 a.m.

Friday, February 8, 2019

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Mayor F. Eisenberger, Deputy Mayor C. Collins (Chair)
Councillors M. Wilson, J. Farr, N. Nann, S. Merulla, T. Jackson,
E. Pauls, J.P. Danko, B. Clark, M. Pearson, B. Johnson,
L. Ferguson, A. VanderBeek, T. Whitehead, J. Partridge

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

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

(Pearson/B. Johnson)

That the agenda for the February 8, 2019 meeting of the General Issues Committee be approved, as presented.

Result: Motion CARRIED by a vote of 11 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Councillor Jason Farr
YES - Councillor Nrinder Nann
YES - Councillor Sam Merulla
NOT PRESENT - Councillor Tom Jackson
YES - Councillor Esther Pauls
YES - Councillor John-Paul Danko
YES - Deputy-Mayor Chad Collins
NOT PRESENT - Mayor Fred Eisenberger
YES - Councillor Judi Partridge
YES - Councillor Terry Whitehead
NOT PRESENT - Councillor Arlene VanderBeek
NOT PRESENT - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
YES - Councillor Maria Pearson
NOT PRESENT - Councillor Brad Clark

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETINGS (Item 3)

(i) January 30, 2019 (Operating Budget) (Item 3.1)

(Whitehead/Partridge)

That the Minutes of the January 30, 2019 General Issues Committee (Capital Budget) meeting be approved, as presented.

Result: Motion CARRIED by a vote of 11 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 YES - Councillor Sam Merulla
 NOT PRESENT - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 NOT PRESENT - Councillor Brad Clark

(ii) January 31, 2019 (Operating Budget) (Item 3.2)

(Whitehead/Partridge)

That the Minutes of the January 31, 2019 General Issues Committee (Operating Budget) meeting be approved, as presented.

Result: Motion CARRIED by a vote of 11 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 YES - Councillor Sam Merulla
 NOT PRESENT - Councillor Tom Jackson
 YES - Councillor Esther Pauls

YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 NOT PRESENT - Councillor Brad Clark

(d) STAFF PRESENTATIONS (Item 6)

(i) Operating Budget Council Referred Items (Item 6.1)

Brian McMullen, Acting General Manager of Finance & Corporate Services, provided a PowerPoint overview respecting the 2019 Operating Budget Council Referred Items.

(Clark/Pearson)

That the presentation, respecting the 2019 Operating Budget Council Referred Items, be received.

CARRIED

The presentation is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

(1) COUNCIL REFERRED ITEMS – PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT:

(aa) CR-01 – Zoning Officer/Enforcement Officer in Wards 9 and 11

(Clark/Jackson)

- (a) That the pilot program for 1.00 FTE, in the amount of \$116,240, for a Zoning Officer/Enforcement Officer in Wards 9 and 11, be extended for a 12-month period (above the original 18 months originally approved), to be funded through the Tax Stabilization Reserve;
- (b) That staff be directed to report back to the General Issues Committee with respect to the economic uplift as a result of proactive enforcement, by the Zoning Officer/Enforcement Officer in Wards 9 and 11; and,

- (c) That the staff be authorized and directed to work outside of the Compliment Control Policy, as it relates to the 12-month extension of the pilot program for 1.00 FTE, in the amount of \$116,240, for a Zoning Officer/Enforcement Officer in Wards 9 and 11 (above the original 18 months originally approved).

Result: Motion CARRIED by a vote of 12 to 1, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 NOT PRESENT - Councillor Nrinder Nann
 YES - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 NO - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(bb) CR-02 – Cigarette Butt By-Law Enforcement Officer

(Farr/Merulla)

That the 0.50 FTE, in the amount of \$30,000, for a Cigarette Butt By-law Enforcement Officer, be DEFERRED to the 2020 Operating Budget process for consideration.

Result: Motion CARRIED by a vote of 15 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 YES - Councillor Sam Merulla
 NOT PRESENT - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 YES - Mayor Fred Eisenberger

YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(cc) CR-05 – Hess Village Paid Duty Policing

(Ferguson/Farr)

That the Hess Village Paid Duty Policing, in the amount of \$50,000, be DEFERRED, pending information from staff regarding the actual costs for the Hess Village paid duty policing in 2018.

Result: Motion CARRIED by a vote of 14 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 YES - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(dd) CR06 – Licensing and By-law Services – Cannabis Enforcement Team

(Pearson/Eisenberger)

That \$147,000 for Licensing and By-Law Services for the Cannabis Enforcement Team, be approved.

Result: Motion CARRIED by a vote of 15 to 0, as follows:

YES - Councillor Maureen Wilson
 NOT PRESENT - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 YES - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 YES - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(2) CITY MANAGER'S OFFICE – COUNCIL REFERRED ITEMS:

(aa) CR-04 – City Enrichment Fund

(Clark/Partridge)

That an increase in funding for the City Enrichment Fund, in the amount of \$93,200, be approved.

Result: Motion CARRIED by a vote of 13 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(ii) 2019 Operating Budget Business Cases (Item 6.2)

Brian McMullen, Acting General Manager of Finance & Corporate Services, provided a PowerPoint overview respecting the 2019 Operating Budget Business Cases.

(Farr/Nann)

That the presentation, respecting the 2019 Operating Budget Business Cases, be received.

CARRIED

The presentation is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

(1) PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT – BUSINESS CASES

(aa) BC-01 – Senior Business Development Consultant / Legal Services

(Farr/Jackson)

That \$443,400 for the following 3 FTEs, be approved:

- (i) to convert the status of the 1 existing full-time, temporary FTE to 1 full-time, permanent FTE in the position of a Senior Business Development Consultant – Real Estate;
- (ii) the addition of 1 FTE Solicitor position to support Real Estate services; and,
- (iii) the addition of 1 FTE Law Clerk position to support Real Estate services.

Result: Motion CARRIED by a vote of 12 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger

YES - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(bb) BC-02 – Hamilton Small Business Education Centre (SBEC) Business Officer

(Jackson/Pauls)

That the Development Officer position in the Small Business Education Centre, to be 100% provincially funded in the amount of \$103,430, be approved, contingent on continuing provincial funding.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 NOT PRESENT - Councillor Maria Pearson
 YES - Councillor Brad Clark

(cc) BC-03 – Student Coordinator/Trainer

(Partridge/Clark)

That \$102,000 for a Student Coordinator/Trainer, to be funded from the increased revenues generated, with no impact to the levy, be approved.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 NOT PRESENT - Councillor Maria Pearson
 YES - Councillor Brad Clark

(dd) BC-04 – Licensing Administrator, Licensing Compliance – Mobile

(Clark/Farr)

That \$95,000 for 1 FTE - Licensing Administrator, Licensing Compliance – Mobile, to be funded by revenue generated from Schedule 24 of the Licensing By-law, based on a full cost recovery basis, be approved.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson

NOT PRESENT - Councillor Maria Pearson
YES - Councillor Brad Clark

(2) CORPORATE SERVICES DEPARTMENT BUSINESS CASES

(aa) BC-05 – City Procurement Issuing of Procurements on behalf of CityHousing Hamilton

(Farr/Clark)

That \$102,630, to fund one permanent FTE to provide procurement services to CityHousing Hamilton, be approved.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Councillor Jason Farr
YES - Councillor Nrinder Nann
NOT PRESENT - Councillor Sam Merulla
YES - Councillor Tom Jackson
YES - Councillor Esther Pauls
YES - Councillor John-Paul Danko
YES - Deputy-Mayor Chad Collins
NOT PRESENT - Mayor Fred Eisenberger
YES - Councillor Judi Partridge
NOT PRESENT - Councillor Terry Whitehead
NOT PRESENT - Councillor Arlene VanderBeek
NOT PRESENT - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
NOT PRESENT - Councillor Maria Pearson
YES - Councillor Brad Clark

(3) CITY MANAGER'S OFFICE BUSINESS CASES

(aa) BC-06 – Digital Media Administrator

(Danko/Jackson)

That \$68,790, for one permanent FTE for a Grade 2 Digital Media Administrator position, be approved.

Result: Motion CARRIED by a vote of 8 to 1, as follows:

YES - Councillor Maureen Wilson
YES - Councillor Jason Farr

YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 NO - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 NOT PRESENT - Councillor Maria Pearson
 NOT PRESENT - Councillor Brad Clark

(bb) BC-07 – Graphic Designer

(Whitehead/Nann)

That \$68,790, to convert the status of the 1 existing full-time, temporary FTE to 1 full-time, permanent FTE, to be funded from the budgets currently allocated to outsourced graphics design work, with no impact on the levy, be approved.

Result: Motion CARRIED by a vote of 8 to 1, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 NO - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 NOT PRESENT - Councillor Arlene VanderBeek
 NOT PRESENT - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 NOT PRESENT - Councillor Maria Pearson
 NOT PRESENT - Councillor Brad Clark

(cc) BC-08 – Citizen Engagement and Marketing (Out Citizen Survey)

(Farr/Jackson)

That the \$65,000, to conduct the Our Citizen Survey bi-annually, beginning 2019, be DEFERRED, pending a report back from staff that provides alternative options for Committee's consideration.

Result: Motion CARRIED by a vote of 11 to 1, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 NOT PRESENT - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 NO - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 NOT PRESENT - Councillor Maria Pearson
 YES - Councillor Brad Clark

(dd) BC-09 – Converting Contractual Positions to Permanent

(Pauls/Danko)

- (a) That \$130,200, to convert the status of the 1.4 existing full-time, temporary FTEs to 1.4 full-time, permanent FTEs, to continue to be funded through the self-funded revenue streams, be approved; and,
- (b) That staff be directed to report back, through the annual variance report, as to the funding for the 1.4 full-time, permanent FTEs, in the Revenue Generation portfolio.

Result: Motion CARRIED by a vote of 13 to 0, as follows:

YES - Councillor Maureen Wilson

YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 NOT PRESENT - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(ee) BC-10 – Government Relations and Civic Engagement

(Pauls/Danko)

That \$200,000, to create a Government Relations budget to support appropriate resourcing to address the ongoing need for proactive and reactive government relations needs, be approved.

Result: Motion CARRIED by a vote of 9 to 3, as follows:

YES - Councillor Maureen Wilson
 YES - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 NOT PRESENT - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 NO - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 NO - Councillor Judi Partridge
 NOT PRESENT - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 NO - Councillor Lloyd Ferguson
 YES - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(ff) BC-11 – Arbitration (and Mediation) Legal Fees

(Pearson/Clark)

That a \$230,000 increase to the Human Resources annual operating budget, for expenditures relating to legal services for arbitration/mediation, be approved.

Result: Motion CARRIED by a vote of 12 to 0, as follows:

YES - Councillor Maureen Wilson
 NOT PRESENT - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 YES - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger
 YES - Councillor Judi Partridge
 YES - Councillor Terry Whitehead
 YES - Councillor Arlene VanderBeek
 YES - Councillor Lloyd Ferguson
 NOT PRESENT - Councillor Brenda Johnson
 YES - Councillor Maria Pearson
 YES - Councillor Brad Clark

(gg) BC-12 – Return to Work Services Assistant

(Ferguson/Whitehead)

That \$71,960, for 1 temporary, full-time Return to Work Assistant, to be 50% funded through WSIB and 50% funded through the Benefits Reserve Fund, be approved.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Councillor Maureen Wilson
 NOT PRESENT - Councillor Jason Farr
 YES - Councillor Nrinder Nann
 NOT PRESENT - Councillor Sam Merulla
 YES - Councillor Tom Jackson
 YES - Councillor Esther Pauls
 NOT PRESENT - Councillor John-Paul Danko
 YES - Deputy-Mayor Chad Collins
 NOT PRESENT - Mayor Fred Eisenberger

YES - Councillor Judi Partridge
YES - Councillor Terry Whitehead
YES - Councillor Arlene VanderBeek
YES - Councillor Lloyd Ferguson
NOT PRESENT - Councillor Brenda Johnson
YES - Councillor Maria Pearson
NOT PRESENT - Councillor Brad Clark

(e) ADJOURNMENT (Item 10)

(Clark/Pearson)

That, there being no further business, the General Issues Committee, be adjourned at 1:10 p.m.

CARRIED

Respectfully submitted,

C. Collins, Deputy Mayor
Chair, General Issues Committee

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk



CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Planning, Administration and Policy Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 15, 2019
SUBJECT/REPORT NO:	2019 Tax Supported Operating Budget - Recommendations (FCS18096(a)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Tom Hewitson (905) 546-2424 Ext. 4159 Lucia Chen (905) 546-2424 Ext. 4169 Kayla Petrovsky (905) 546-2424 Ext. 1335
SUBMITTED BY:	Brian McMullen Acting General Manager Finance and Corporate Services
SIGNATURE:	

RECOMMENDATIONS

- (a) Council Referred Items, Business Cases and 2020 – 2022 Multi-Year Outlook
 - (i) That Appendix “A” – 2019 Council Referred Items, be received;
 - (ii) That Appendix “B” – 2019 Business Cases, be received;
 - (iii) That Appendix “G” – 2020 – 2022 Multi-Year Outlook, be received;
- (b) Boards and Agencies
 - (i) That the Boards and Agencies operating budget Appendix “C”, \$214,854,184, inclusive of approved amendment as per Appendix “D”, be approved;
- (c) Planning and Economic Development Department
 - (i) That the Planning and Economic Development operating budget (Book 2 – 2019 – 2022 Business Plans), page 6, \$30,185,000, be approved;
- (d) Healthy and Safe Communities Department

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: 2019 Tax Supported Operating Budget - Recommendations (FCS18096(a))
(City Wide) – Page 2 of 5**

- (i) That the Healthy and Safe Communities operating budget (Book 2 - 2019 – 2022 Business Plans), page 91, \$243,245,010, be approved;
 - (ii) That the General Manager of Healthy and Safe Communities Department or his delegate be authorized and directed to execute all Federal and Provincial Program Service Level Funding Agreements and any ancillary agreements required to give effect thereto and contracts, as provided for in Book 2 – 2019 – 2022 Business Plans, until such time Council approves the subsequent budget. This also includes the authority to authorize the submission of budgets and quarterly / year end reporting;
 - (iii) Where required for Public Health Services, that the General Manager of Healthy and Safe Communities Department or his delegate or the Medical Officer of Health or her delegate be authorized and directed to execute all Federal and Provincial Program Service Level Funding Agreements and any ancillary agreements required to give effect thereto and contracts, as provided for in Book 2 - 2019 – 2022 Business Plans, until such time Council approves the subsequent budget. This also includes the authority to authorize the submission of budgets and quarterly / year end reporting;
- (e) Public Works Department
- (i) That the Public Works operating budget (Book 2 - 2019 – 2022 Business Plans), page 206, \$241,780,180, be approved;
- (f) City Manager's Office
- (i) That the City Manager's operating budget (Book 2 - 2019 – 2022 Business Plans), page 286, \$10,967,820, be approved;
- (g) Corporate Services Department
- (i) That the Corporate Services operating budget (Book 2 - 2019 – 2022 Business Plans), page 328, \$29,177,520, be approved;
- (h) Legislative
- (i) That the Legislative operating budget (Book 2 - 2019 – 2022 Business Plans), page 393, \$5,016,370, be approved;
- (i) Hamilton Entertainment Facilities
- (i) That the Hamilton Entertainment Facilities operating budget (Book 2 – 2019 – 2022 Business Plans), page 401, \$3,912,390, be approved;

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**SUBJECT: 2019 Tax Supported Operating Budget - Recommendations (FCS18096(a))
(City Wide) – Page 3 of 5**

- (j) Corporate Financials – Expenditures / Non Program Revenues
 - (i) That the Corporate Financials - Expenditures operating budget (Book 2 - 2019 – 2022 Business Plans), page 395, \$24,846,360 inclusive of approved amendments as per Appendix “D”, be approved;
 - (ii) That the Non Program Revenues operating budget (Book 2 - 2019 – 2022 Business Plans), page 411, (\$44,964,500), be approved;
- (k) Capital Financing
 - (i) That the Capital Financing operating budget (Book 2 - 2019 – 2022 Business Plans), page 403, \$128,975,900, be approved;
 - (ii) That the Capital Financing portion of the Police Services budget (Book 1 – 2019 Preliminary Tax Operating Budget Report), page 18, \$805,750, inclusive of approved amendments as per Appendix “D”, be approved;
 - (iii) That the Capital Financing portion relating to the Hamilton Public Library budget (Book 1 – 2019 Preliminary Tax Operating Budget Report), page 19, \$187,290, be approved;
- (l) 2019 By-Law Authorization
 - (i) That the City Solicitor and Corporate Counsel be authorized and directed to prepare all necessary by-laws, for Council approval, for the purposes of establishing the tax levy;
- (m) Budgeted Complement Transfer Schedule
 - (i) That in accordance with the “Budgeted Complement Control Policy”, the requested complement transfers from one department/division/cost category to another, as outlined in Appendix “E”, be approved;
- (n) Budget Exclusions Related to Regulation 284/09
 - (i) That the budget exclusions related to Regulation 284/09 of the *Municipal Act* titled “Budget Matters – Expenses”, as per Appendix “F”, be received.

**SUBJECT: 2019 Tax Supported Operating Budget - Recommendations (FCS18096(a))
(City Wide) – Page 4 of 5**

EXECUTIVE SUMMARY

The 2019 Preliminary Tax Supported Operating Budget was submitted to the General Issues Committee (GIC) at its meeting on December 7, 2018. The Average Municipal Residential tax impact, excluding the reassessment impact, was 3.2%. Each department then provided GIC with an in-depth presentation of their 2019 budget. Boards and Agencies also presented their 2019 budgets. During this time, a few amendments were proposed. However, with those changes the Municipal Residential tax impact maintains at 3.2%. The amendments are identified in Appendix “D” to Report FCS18096(a).

The recommendations to this Report ask Council to approve the budget as submitted in the preliminary document, including the approved amendments contained in the attached Appendix “D” to Report FCS18096(a). Council may approve additional changes which would then be added to this amendment list (Appendix “D”).

Note: The average Municipal Residential tax impact of 3.2% does *not include* potential approval of any Council Referred Items or Business Cases in Recommendation (a): Appendix “A” and “B”. Should Council wish to approve items from the Council Referred Items (Appendix “A”) or Business Cases (Appendix “B”), it may do so by motion, and these would then be added to Appendix “D” of this Report (the amendment schedule). If all Council Referred Items and proposed Business Cases were approved, it would result a total of 0.13% Municipal Residential tax impact (Council Referred Items – 0.03%; Business Cases - 0.10%).

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Full financial information can be found in Books 1 and 2 of the 2019 Preliminary Tax Supported Operating Budget.

Staffing: A complement summary can be found in Appendix “1 – 4” of the 2019 Preliminary Tax Supported Operating Budget (Book 1).

Legal: N/A

HISTORICAL BACKGROUND

The 2019 Committee calendar includes a number of scheduled General Issues Committee (GIC) meetings for the 2019 Tax Operating Budget. The budget kick-off took place on December 7, 2018, followed by various other GIC dates which allowed for departmental budget presentations.

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: 2019 Tax Supported Operating Budget - Recommendations (FCS18096(a))
(City Wide) – Page 5 of 5**

As of the writing of this Report, the remaining scheduled GIC budget deliberation meeting dates are as follows:

- February 25th, February 28th
- March 1st (if required)
- March 27th (Council Budget Approval)

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

The budget has been developed in conjunction with internal and external partners.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

As part of the budget deliberations, Council can direct changes to the budget as required.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and 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.

Our People and Performance

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

APPENDICES AND SCHEDULES ATTACHED

- Appendix “A” – 2019 Council Referred Items
- Appendix “B” – 2019 Business Cases
- Appendix “C” – 2019 Boards and Agencies Operating Budget
- Appendix “D” – 2019 Tax Supported Operating Budget Amendments
- Appendix “E” – Budgeted Complement Transfer Schedule
- Appendix “F” – Budget Exclusions Related to Regulation 284/09
- Appendix “G” – 2020 – 2022 Multi-Year Outlook

TH/LC/KP/dt

CITY OF HAMILTON 2019 COUNCIL REFERRED ITEMS SUMMARY

FORM #	DIVISION	SERVICE / PROGRAM	DESCRIPTION OF REFERRED ITEM	2019 IMPACT		FTE Impact	Decision @ Feb 8 GIC
				\$ GROSS	\$ NET		
PLANNING & ECONOMIC DEVELOPMENT							
CR-01	Licensing and Bylaw Services	Illegal Businesses in Ward 11	Zoning Examiner/Enforcement Officer in Ward 11 - PED16207c) (Originally submitted as Gross \$116,240; Net \$116,240, 1.00 FTE)				Removed - 12-month extension to position funded through Tax Stabilization
CR-02	Licensing and Bylaw Services	Municipal Law Enforcement	Cigarette Butt By-law Enforcement Officer - PED18154(a), motion approved Sept 26, 2018 (Originally submitted as Gross \$30,000; Net \$30,000, 0.50 FTE)				Defer to 2020.
CR-03	Licensing and Bylaw Services	Support On-Demand Accessible Transportation	Financial Incentives for Taxi Operators to Provide Accessible Taxicab Trips - PED18082 Staff requesting deferral to 2020			Defer to 2020	Defer to 2020.
POST BUDGET BOOK							
CR-05	Licensing and Bylaw Services	Hess Village Paid Duty Policing	The cost for city staff to administer the current Paid Duty Policing Program exceeds the cost paid by the Hess Village Entertainment District licence holders - PED18081 (Originally submitted as Gross \$50,000; Net \$50,000; 0 FTE)				Tabled - Staff to provide further information on actual paid-duty cost.
CR-06	Licensing and Bylaw Services	Special Enforcement Team	A dedicated Municipal Enforcement Team is required to assist the Police and follow Councils direction to work closely with the Hamilton Police Service to close down illegal cannabis dispensaries. A vehicle at a gross cost of \$26,000 is required in capital budget with funding from Ontario Cannabis Legalization Implementation Fund. PED impact only. Potential Public Health and Police impacts are being reviewed.	\$ 147,000	\$ -	-	Approved.
PLANNING & ECONOMIC DEVELOPMENT SUBTOTAL				\$ 147,000	\$ -	0.00	
CITY MANAGER'S OFFICE							
CR-04	Strategic Partnerships & Communications	Administration	City Enrichment Fund - GRA18003	\$ 93,200	\$ 93,200	-	Approved
CITY MANAGER'S OFFICE SUBTOTAL				\$ 93,200	\$ 93,200	0.00	
TOTAL				\$ 240,200	\$ 93,200	0.00	

**CITY OF HAMILTON
2019 BUSINESS CASES
SUMMARY**

FORM #	DIVISION	SERVICE / PROGRAM	BUSINESS CASE DETAILS	2019 IMPACT		FTE Impact	Decision @ Feb 8 GIC
				\$ GROSS	\$ NET		
PLANNING & ECONOMIC DEVELOPMENT							
BC-01	Economic Development	Real Estate	Senior Business Development Consultant / Legal Services ¹	\$ 443,400	\$ -	3.00	Approved ²
BC-02	Economic Development	Business Development	Hamilton SBEC Business Development Officer position	\$ 103,430	\$ -	1.00	Approved ²
BC-03	Licensing and Bylaw Services	Student Program	Student Co-ordinator/Trainer	\$ 102,000	\$ -	1.00	Approved ²
BC-04	Licensing and Bylaw Services	Licensing Intake/Renewal & Compliance /Enforcement	Licensing Administrator, Licensing Compliance - Mobile PED16099(c)	\$ 95,000	\$ -	1.00	Approved ²
PLANNING & ECONOMIC DEVELOPMENT SUBTOTAL				\$ 743,830	\$ -	\$ 6.00	
CORPORATE SERVICES							
BC-05	Financial Services	Procurement Services	City Procurement Issuing Procurements on behalf of CityHousing Hamilton - AUD17024	\$ 102,630	\$ -	1.00	Approved
CORPORATE SERVICES SUBTOTAL				\$ 102,630	\$ -	\$ 1.00	
CITY MANAGER							
BC-06	Strategic Partnership & Communications	Digital Communications	Digital Media Administrator	\$ 68,790	\$ 68,790	1.00	Approved
BC-07	Strategic Partnership & Communications	Creative Design Services	Graphic Designer - HUR17007/CM17012/FCS17056	\$ 68,790	\$ -	1.00	Approved
BC-08	Strategic Partnership & Communications	Strategy and Performance Excellence	Citizen Engagement and Marketing (Our Citizen Survey) - CM18016 (Originally submitted as Gross \$65,000; Net \$65,000; 0 FTE)				Deferred
BC-09	Strategic Partnership & Communications	Revenue Generation	Converting Contractual Positions to Permanent	\$ 130,200	\$ -	1.40	Approved ²
BC-10	Strategic Partnership & Communications	Government Relations & Civic Engagement (new)	Government Relations & Civic Engagement	\$ 200,000	\$ 200,000	-	Approved
BC-11	Human Resources	Legal Fees and Contract Services	Arbitration Legal Fees	\$ 230,000	\$ 230,000	-	Approved
BC-12	Human Resources	Return to Work Services	Return to Work Services Assistant	\$ 71,960	\$ -	-	Approved
CITY MANAGER SUBTOTAL				\$ 769,740	\$ 498,790	\$ 3.40	
TOTAL				\$ 1,616,200	\$ 498,790	10.40	

Notes:
1. The Real Estate business case is a joint submission between Corporate Services and PED
2. Motion approved to report back through BER Reports on status of cost recovery.

2019 Boards and Agencies Operating Budget		
#	Board/Agency	2019 NET Preliminary Budget \$
City Boards:		
1	Hamilton Police Services *	165,036,328
2	Hamilton Public Library	30,700,190
3	Farmers' Market	112,800
	Subtotal	195,849,318
Conservation Authorities:		
4	Niagara Peninsula Conservation Authority	565,660
5	Grand River Conservation Authority	275,640
6	Conservation Halton	212,240
7	Hamilton Conservation Authority	4,444,360
	Subtotal	5,497,900
Grants:		
8	Hamilton Beach Rescue Unit Inc.	134,340
9	Royal Botanical Gardens	634,720
	Subtotal	769,060
Other Items:		
10	MPAC *	6,715,216
11	City Enrichment Fund	6,115,890
	Subtotal	12,831,106
Total for All Boards and Agencies		214,947,384

* including amendments from Appendix "D".

**CITY OF HAMILTON
2019 TAX SUPPORTED OPERATING BUDGET AMENDMENTS**

<u>Department</u>	<u>Description</u>	<u>FTE</u>	<u>Preliminary Budget</u>	<u>Net Levy Adjustment</u>	<u>Levy Increase \$</u>	<u>Residential Impact Municipal</u>
Recommended Operating Levy Impact Preliminary Budget - Budget Book - (Dec 7 GIC)		7,245.01	\$ 889,049,230		\$ 31,068,630	3.2%
PROPOSED AMENDMENTS:						
B&A	MPAC - Assessment Services Adjustment	0.00		\$ 29,256		
B&A	Hamilton Police Services adjustment per Board Approval	27.00		\$ 30,788		
Corp Fin	Adjustment for OIC - Project deferred to 2020 (project 3541849003)	0.00		\$ (120,000)		
Feb 8 GIC						
Council Referred Items:						
CEF (CR-04)	City Enrichment Fund (Gross \$93,200)	0.00		\$ 93,200		
PED (CR-06)	Licensing and By-Law Services (Gross \$147,000)	0.00		\$ 0		
Business Cases:						
PED (BC-01)	Senior Business Development Consultant / Legal Services (Gross \$443,400)	3.00		\$ 0		
PED (BC-02)	Hamilton SBEC Business Development Officer (Gross \$103,430)	1.00		\$ 0		
PED (BC-03)	Student Coordinator/Trainer (Gross \$102,000)	1.00		\$ 0		
PED (BC-04)	Licensing Administrator, Licensing Compliance - Mobile PED16099(c (Gross \$95,000)	1.00		\$ 0		
CS (BC-05)	City Procurement Issuing Procurements on behalf of CityHousing Hamilton - AUD17024 (Gross \$102,630)	1.00		\$ 0		
CMO (BC-06)	Digital Media Administrator (Gross \$68,790)	1.00		\$ 68,790		
CMO (BC-07)	Graphic Designer (Gross \$68,790)	1.00		\$ 0		
CMO (BC-09)	Converting Contractual Positions to Permanent (Gross \$130,200)	1.40		\$ 0		
CMO (BC-10)	Government Relations & Civic Engagement (Gross \$200,000)	0.00		\$ 200,000		
CMO (BC-11)	Arbitration Legal Fees (Gross \$230,000)	0.00		\$ 230,000		
CMO (BC-12)	Return to Work Services Assistant (Gross \$71,960)	0.00		\$ 0		
					\$ 532,034	0.1%
AVERAGE RESIDENTIAL TAX IMPACT (Inclusive of Above)		7,282.41	\$ 889,581,264		\$ 31,600,664	3.3%
Updated Assessment Growth Impact:						(0.2)%
Updated Reassessment / Policies:						(0.1)%
AVERAGE RESIDENTIAL TAX IMPACT (Inclusive of Above)						2.9%

Note - anomalies in totals due to rounding.

**CITY OF HAMILTON
BUDGETED COMPLEMENT TRANSFER SCHEDULE**

STAFF COMPLEMENT CHANGE

Complement Transfer to another division or department ⁽¹⁾

ITEM #	TRANSFER FROM				TRANSFER TO			
	Department	Division	Position Title (2)	FTE	Department	Division	Position Title (2)	FTE
1.1	PED	Licensing By Law Services	Senior Project Manager	Temporary	PED	Licensing By Law Services	Senior Project Manager	Temporary
	Explanation: Temporary position with a 24 month term expiring May 2019, requesting approval for additional 24 months extension. No financial impact, position covered from incremental revenues associated with position.							
1.2	Public Works	Environmental Services	Student Local 5	1.00	Public Works	Environmental Services	Sr. Proj Mgr - Operating	1.00
	Explanation: Requesting approval to convert 3 summer student positions into a Senior Project Manager - Operating, from a C5 Grade C25 (student) to a CA Grade 6. The cost differential between the two positions is approximately \$60,000 and will be absorbed within the operating budget. The budget impact will be zero.							
1.3	Public Works	EF&FM	Caretaker	1.00	Public Works	EF&FM	Property Mgmt Officer	1.00
	Explanation: The Caretaker position 1.0 FTE (\$56,844) was made redundant and converted to a Property Management Officer position 1.0 FTE (\$103,691) that is needed to affect leasing related administrative functions. To get the appropriate skill and also to be consistent with other similar role the Caretaker position is being converted to an N level. The difference in pay rate (\$46,848) is expected to be recovered from the revenue generation increases that will come from the leasing out and charging back for space. Revenue generation increases will offset the difference in pay rate resulting in no impact to the levy.							
1.4	Public Works	Transit	Automotive Mechanic Apprentice	0.50	Public Works	Energy, Fleet & Facilities	Corporate Security Officer	1.00
	Public Works	Environmental Services	Summer Student	0.50				
Explanation: To assist in the establishment of a Corporate Security Office, 0.5 FTE are being transferred from each of the Transit and Environmental Services Division to Energy, Fleet and Facilities. The 0.5 FTE from Transit (Position #3490) has 2019 Salary and Benefits of approximately \$37,225. The 0.5 FTE from Environmental Services (Position #4559) has 2019 Salary and Benefits of approximately \$15,200. There will be no impact to the levy as the salary for both the existing 0.5 FTE positions will be equivalent to the Corporate Security Officer position.								

Note - Complement transfers include the transfer of corresponding budget.

(1) - All other budgeted complement changes that require Council approval per Budgeted Complement Control Policy must be done through either separate report or the budget process (i.e. Increasing/decreasing budgeted complement).

(2) - If a position is changing, the impact of the change is within 1 pay band unless specified.

Budget Exclusions Related to Regulation 284/09

On June 5, 2009, the Provincial Government of Ontario approved Bill 162 - *An Act Respecting the Budget Measures and Other Matters* and Schedule 18 *Municipal Act, 2001*. On July 31, 2009, Regulation 284/09 titled "*Budget Matters – Expenses*" was filed with the Ontario Registrar of Regulations.

Regulation 284/09 states that municipalities may exclude certain estimated expenses from their budget.

These excluded expenses relate to:

- Amortization expenses on tangible capital assets
- Post-employment benefits expenses
- Solid waste landfill closure and post-closure expenses

As per Public Sector Accounting Board (PSAB) standards, which follows the full accrual basis of accounting, these expenses are reported on in the City's annual financial statements. Although these expenses do not need to be budgeted for, there is a requirement under Ontario Regulation 284/09 to report on the excluded expenses before adopting a budget.

Below is summary of these excluded expenses:

TABLE 1
Excluded Expenses

(Amounts are representative of 2017 expenses and are reported in \$millions)

1. Amortization expenses on tangible capital assets	\$192.1M
2. Increase in post-employment benefits liability	10.8M
3. Decrease in solid waste landfill closure and post closure liability	<u>(0.3)M</u>
Total	\$202.6M

The Table above outlines the expenses as reported in the City's audited 2017 financial statements. Expenses for 2018 and 2019 have not yet been determined and will be reported in the 2018 and 2019 financial statements respectively.

1. Amortization Expenses on Tangible Capital Assets

Amortization expenses on tangible capital assets were recorded in the 2017 financial statements of \$192.1 million as required by PSAB standards. Amortization expenses represent the cost of tangible capital assets allocated to the financial period, based on the *original* cost of the assets when they were originally constructed or purchased.

Although the City's 2019 Budget does not include amortization expenses on tangible capital assets, provisions are made in the 2019 tax and rate Operating Budgets for transfers to capital of \$169 million and transfers to capital reserves of \$24.2 million resulting in an infrastructure funding surplus estimated at \$1.1 million when compared to the amortization expenses. However, information provided as part of the 2019 capital budget workshops estimates the infrastructure repair deficit to be approximately \$195 million, annually, in *today's* dollars. The City's tangible capital asset spending requirements, funding requirements and capital financing policies are presented annually during the budget process.

2. Post-Employment Benefits Expenses

The PSAB standards do not require liabilities associated with post-employment benefits to be fully funded by setting aside any portion as reserves and reserve funds. The City's 2017 consolidated financial statements report liabilities of \$367.6 million and expenses increases of \$10.8 million while the City's 2019 budget includes expenses for expected 2019 payments for retirement benefit plans, sick leave benefit plans, long-term disability plans, *Workplace Safety and Insurance Act* benefits, vacation agreements and non-OMERS pension plans.

As of the end of 2017, the City has reserves associated with these liabilities of \$66.0 million which represent 18% funding for these liabilities. The future payments for these liabilities and expenditures for transfers to reserves will continue to be included in the operating budget as these unfunded liabilities are addressed.

3. Solid Waste Landfill Closure and Post-Closure Expenses

The PSAB standards do not require liabilities associated with solid waste landfill closure and post-closure care activities to be fully funded by setting aside any portion as reserves and reserve funds. The City's 2017 consolidated financial statements report liabilities of \$24.2 million and reduction in expenses of \$0.3 million for landfill closure and post-closure. As of the end of 2017, the City has reserves associated with these liabilities of \$1.1 million which represent 4.5% funding for these liabilities.

To conform to the PSAB standard, future liabilities reported on the City's financial statements have been estimated. As actual work is planned and undertaken related to the City's closure and post-closure care, the associated costs will be included in the budget.

CITY OF HAMILTON
2020 - 2022 MULTI-YEAR OUTLOOK
(Maintenance Budget Only - Excludes Business Cases)

	Multi-Year Outlook					
	2020		2021		2022	
	\$	%	\$	%	\$	%
<u>PLANNING & ECONOMIC DEVELOPMENT</u>						
General Manager	1,171,210	5.5%	1,225,710	4.7%	1,282,330	4.6%
Transportation, Planning and Parking	2,067,980	5.7%	2,093,690	1.2%	2,099,080	0.3%
Building	1,435,240	2.9%	1,474,460	2.7%	1,511,530	2.5%
Economic Development	5,667,970	2.4%	5,785,370	2.1%	5,896,840	1.9%
Growth Management	1,000,000	84.2%	1,063,740	6.4%	1,187,150	11.6%
Licensing & By-Law Services	7,058,490	4.2%	7,235,870	2.5%	7,402,620	2.3%
Planning	3,779,510	1.0%	3,923,890	3.8%	4,030,280	2.7%
Tourism & Culture	9,307,200	1.9%	9,468,340	1.7%	9,632,230	1.7%
TOTAL PLANNING & ECONOMIC DEVELOPMENT	31,487,600	4.3%	32,271,070	2.5%	33,042,060	2.4%
<u>HEALTHY AND SAFE COMMUNITIES</u>						
HSC Administration	2,718,690	3.3%	2,800,800	3.0%	2,871,610	2.5%
Children's Services and Neighbourhood Dev.	8,689,120	1.4%	8,790,390	1.2%	8,891,220	1.1%
Ontario Works	12,267,320	2.6%	12,581,290	2.6%	12,899,400	2.5%
Housing Services	45,700,370	1.4%	46,514,260	1.8%	47,868,510	2.9%
Long Term Care	14,073,990	4.4%	14,749,240	4.8%	15,329,750	3.9%
Recreation	34,055,690	2.3%	34,852,200	2.3%	35,678,670	2.4%
Hamilton Fire Department	95,728,520	3.5%	98,559,540	3.0%	100,304,530	1.8%
Hamilton Paramedic Service	23,525,970	1.2%	24,056,330	2.3%	24,267,260	0.9%
Public Health Services	13,318,130	6.8%	14,235,580	6.9%	15,054,160	5.8%
TOTAL HEALTHY AND SAFE COMMUNITIES	250,077,800	2.8%	257,139,630	2.8%	263,165,110	2.3%
<u>PUBLIC WORKS</u>						
Roads & Traffic	75,412,790	2.2%	76,940,320	2.0%	78,479,240	2.0%
PW-General Administration	730,590	2.1%	745,960	2.1%	761,330	2.1%
Energy Fleet and Facilities	9,362,990	2.4%	9,573,320	2.2%	9,786,990	2.2%
Engineering Services	5,741,000	0.2%	5,756,740	0.3%	5,769,580	0.2%
Environmental Services	79,743,420	2.9%	81,520,010	2.2%	83,286,840	2.2%
Transit	83,731,320	11.7%	92,958,280	11.0%	101,807,680	9.5%
TOTAL PUBLIC WORKS	254,722,110	5.4%	267,494,630	5.0%	279,891,660	4.6%

CITY OF HAMILTON
2020 - 2022 MULTI-YEAR OUTLOOK
(Maintenance Budget Only - Excludes Business Cases)

	Multi-Year Outlook					
	2020		2021		2022	
	\$	%	\$	%	\$	%
<u>LEGISLATIVE</u>						
Legislative General	(338,310)	0.2%	(340,710)	0.7%	(343,730)	0.9%
Mayors Office	1,171,570	3.3%	1,210,280	3.3%	1,250,560	3.3%
Volunteer Committee	110,360	(0.1%)	110,200	(0.1%)	110,040	(0.1%)
Ward Budgets	4,185,980	1.9%	4,263,990	1.9%	4,344,280	1.9%
TOTAL LEGISLATIVE	5,129,600	2.3%	5,243,760	2.2%	5,361,150	2.2%
<u>CITY MANAGER</u>						
Strategic Partnerships & Communications	2,486,580	3.1%	2,555,860	2.8%	2,608,240	2.0%
Audit Services	1,142,420	2.4%	1,169,700	2.4%	1,197,840	2.4%
CMO - Administration	407,020	3.2%	419,540	3.1%	432,320	3.0%
Human Resources	7,192,410	2.1%	7,348,980	2.2%	7,503,480	2.1%
TOTAL CITY MANAGER	11,228,430	2.4%	11,494,080	2.4%	11,741,880	2.2%
<u>CORPORATE SERVICES</u>						
City Clerk's Office	2,478,980	2.9%	2,545,350	2.7%	2,609,860	2.5%
Corporate Services - Administration	339,630	3.1%	347,020	2.2%	354,600	2.2%
Customer Service	5,381,350	2.1%	5,498,480	2.2%	5,615,170	2.1%
Financial Planning, Admin & Policy	4,976,330	3.7%	5,136,940	3.2%	5,294,110	3.1%
Financial Services	4,124,800	3.6%	4,232,660	2.6%	4,368,340	3.2%
Information Technology	9,265,020	2.9%	9,494,010	2.5%	9,712,130	2.3%
Legal Services	3,520,700	4.1%	3,654,980	3.8%	3,777,460	3.4%
TOTAL CORPORATE SERVICES	30,086,810	3.1%	30,909,440	2.7%	31,731,670	2.7%

CITY OF HAMILTON
2020 - 2022 MULTI-YEAR OUTLOOK
(Maintenance Budget Only - Excludes Business Cases)

Multi-Year Outlook					
2020		2021		2022	
\$	%	\$	%	\$	%

CORPORATE FINANCIALS - EXPENDITURES

Corporate Pensions, Benefits & Contingency	17,745,900	3.1%	18,259,490	2.9%	18,788,860	2.9%
Corporate Initiatives	10,324,430	33.3%	11,374,010	10.2%	12,837,710	12.9%
TOTAL CORPORATE FINANCIALS	28,070,330	12.4%	29,633,500	5.6%	31,626,570	6.7%

HAMILTON ENTERTAINMENT FACILITIES

Operating	4,084,600	4.4%	4,189,810	2.6%	4,275,120	2.0%
TOTAL HAMILTON ENTERTAINMENT FACILITIES	4,084,600	4.4%	4,189,810	2.6%	4,275,120	2.0%

TOTAL CITY EXPENDITURES	614,887,280	4.4%	638,375,920	3.8%	660,835,220	2.9%
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CAPITAL FINANCING

Debt-Planning & Economic Development	193,120	(0.6%)	191,870	(0.6%)	190,600	(0.7%)
Debt-Healthy and Safe Communities	2,118,000	(2.6%)	2,059,810	(2.7%)	2,000,440	(2.9%)
Debt-Public Works	40,107,490	5.3%	43,920,010	9.7%	46,815,980	8.8%
Debt-Corporate Financials	80,736,260	7.9%	85,713,260	6.2%	91,334,260	6.6%
Infrastructure Renewal Levy	13,528,870	0.7%	13,628,870	0.7%	13,728,870	0.7%
TOTAL CAPITAL FINANCING	136,683,740	6.0%	145,513,820	6.5%	154,070,150	5.9%

CITY OF HAMILTON
2020 - 2022 MULTI-YEAR OUTLOOK
(Maintenance Budget Only - Excludes Business Cases)

	Multi-Year Outlook					
	2020		2021		2022	
	\$	%	\$	%	\$	%
BOARDS & AGENCIES						
<u>POLICE SERVICES</u>						
Operating	169,936,510	2.9%	174,924,110	2.9%	180,062,110	2.9%
Capital Financing	710,290	(0.9%)	703,950	(0.9%)	697,480	(0.9%)
TOTAL POLICE SERVICES	170,646,800	2.9%	175,628,060	2.9%	180,759,590	2.9%
<u>OTHER BOARDS & AGENCIES</u>						
Library	31,343,750	2.1%	31,924,050	1.9%	32,512,060	1.8%
Conservation Authorities	5,580,360	1.5%	5,664,060	1.5%	5,749,020	1.5%
Hamilton Beach Rescue Unit	136,300	1.5%	138,270	1.4%	140,280	1.5%
Royal Botanical Gardens	644,240	1.5%	653,900	1.5%	663,710	1.5%
MPAC	6,786,250	1.5%	6,888,040	1.5%	6,991,360	1.5%
Farmers Market	127,900	13.4%	138,600	8.4%	144,930	4.6%
TOTAL OTHER BOARDS & AGENCIES	44,618,800	1.9%	45,406,920	1.8%	46,201,360	1.7%
Capital Financing - Other Boards & Agencies	181,660	(3.0%)	175,920	(3.2%)	170,060	(3.3%)
City Enrichment Fund	6,022,690	0.0%	6,022,690	0.0%	6,022,690	0.0%
TOTAL BOARDS & AGENCIES	221,469,950	2.6%	227,233,590	2.6%	233,153,700	2.6%
TOTAL EXPENDITURES	973,040,970	4.2%	1,011,123,330	3.9%	1,048,059,070	3.7%

CITY OF HAMILTON
2020 - 2022 MULTI-YEAR OUTLOOK
(Maintenance Budget Only - Excludes Business Cases)

Multi-Year Outlook					
2020		2021		2022	
\$	%	\$	%	\$	%

NON PROGRAM REVENUES

Payment In Lieu	(15,726,700)	0.0%	(15,726,700)	0.0%	(15,726,700)	0.0%
Penalties and Interest	(10,500,000)	0.0%	(10,500,000)	0.0%	(10,500,000)	0.0%
Right of Way	(3,228,000)	0.0%	(3,228,000)	0.0%	(3,228,000)	0.0%
Senior Tax Credit	587,000	0.0%	587,000	0.0%	587,000	0.0%
Supplementary Taxes	(9,125,000)	0.0%	(9,125,000)	0.0%	(9,125,000)	0.0%
Tax Remissions and Write Offs	9,685,400	(1.1%)	9,580,400	(1.1%)	9,575,400	(0.1%)
Hydro Dividend and Other Interest	(5,300,000)	0.0%	(5,300,000)	0.0%	(5,300,000)	0.0%
Investment Income	(4,100,000)	0.0%	(4,100,000)	0.0%	(4,100,000)	0.0%
Slot Revenues	(5,000,000)	0.0%	(5,000,000)	0.0%	(5,000,000)	0.0%
POA Revenues	(2,197,410)	7.0%	(2,033,750)	7.4%	(1,867,920)	8.2%
TOTAL NON PROGRAM REVENUES	(44,904,710)	0.1%	(44,846,050)	0.1%	(44,685,220)	0.4%

TOTAL LEVY REQUIREMENT	928,136,260	4.4%	966,277,280	4.1%	1,003,373,850	3.8%
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RESIDENTIAL MUNICIPAL TAX IMPACT		3.9%		3.6%		3.3%
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**2019 TAX SUPPORTED
OPERATING BUDGET
UPDATE**

Feb 15th, 2019

2019 CURRENT TAX IMPACT

		Residential Impact
		Municipal
Preliminary Residential Tax Increase - Budget Book		3.2%
PROPOSED AMENDMENTS:		
B&A	MPAC - Assessment Services Adjustment	\$ 29,256
B&A	Hamilton Police Services adjustment per Board Approval	\$ 30,788
Corp Fin	Adjustment for OIC - Project deferred to 2020 (project 3541849003)	\$ (120,000)
APPROVED AMENDMENTS (Feb 8 GIC):		
<i>Council Referred Items:</i>		
CEF	City Enrichment Fund	\$ 93,200
<i>Business Cases:</i>		
CMO	Digital Media Administrator	\$ 68,790
CMO	Government Relations & Civic Engagement	\$ 200,000
CMO	Arbitration Legal Fees	\$ 230,000
		\$ 532,034
AVERAGE RESIDENTIAL TAX IMPACT (Inclusive of Above)		0.1%
AVERAGE RESIDENTIAL TAX IMPACT (Inclusive of Above)		3.3%
Updated Assessment Growth Impact (from 1.0% to 1.2%):		(0.2)%
Updated Reassessment / Policies (from 0.5% to 0.4%):		(0.1)%
AVERAGE RESIDENTIAL TAX IMPACT (Inclusive of Above)		2.9%

* Anomalies due to rounding

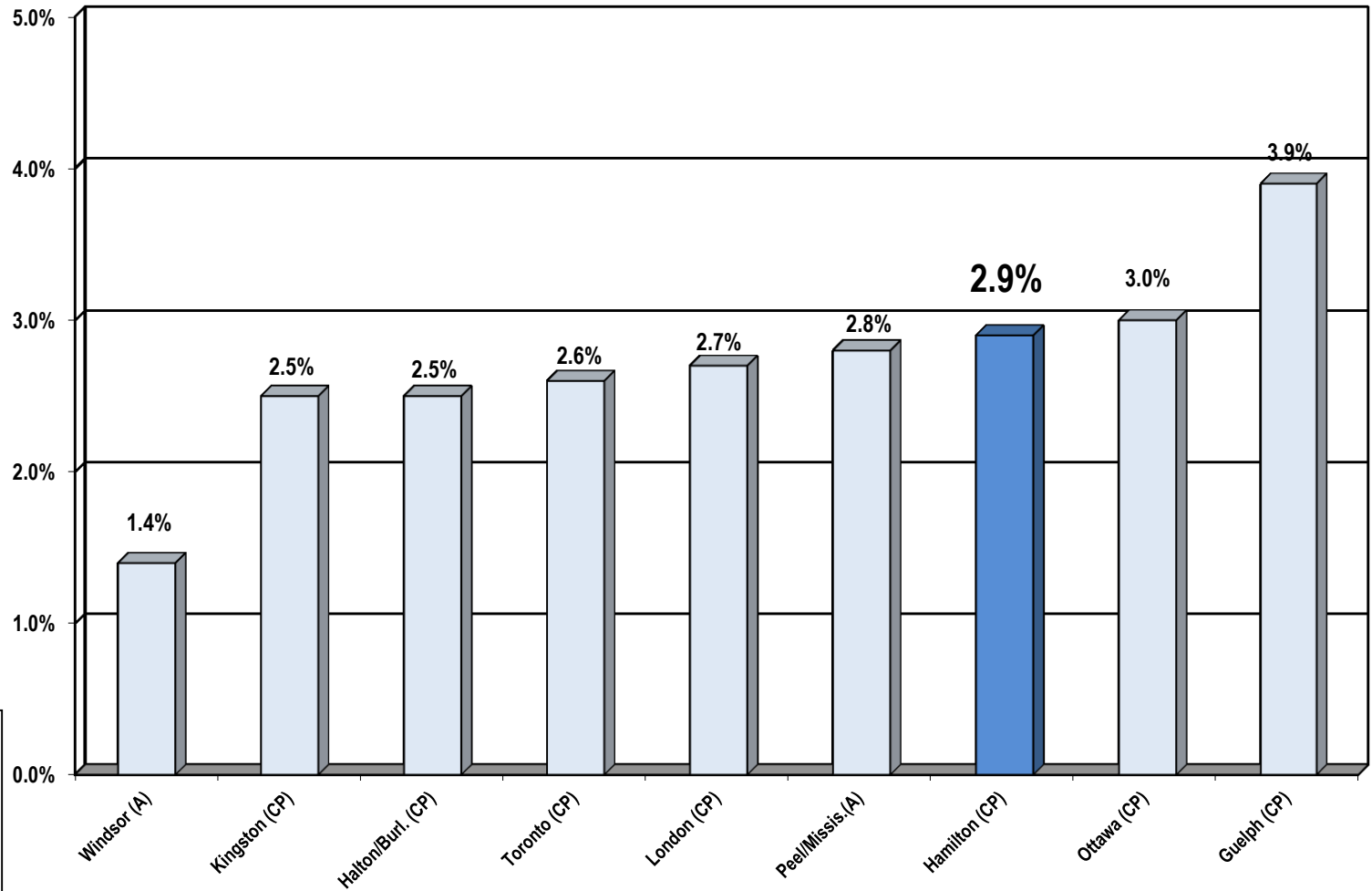
Note: a number of zero net levy council referred items and business case items were approved. See Amended Appendix A, B, and D for further details.

2019 Municipal Residential Tax Impact (Excludes Education Impact)

	\$	%
Municipal Taxes		
City Departments	\$ 68	2.0%
Boards & Agencies	\$ 15	0.4%
Capital Financing	\$ 17	0.5%
Capital Financing - PTIF2	\$ 1	0.02%
Total Municipal Taxes	\$ 101	2.9%

- Anomalies due to rounding
- Updated for growth and reassessment

2019 RESIDENTIAL MUNICIPAL TAX IMPACTS



T = Target
 CP = Current Position
 A = Approved

Note: West Lincoln and Haldimand County are pending.

Reductions :

- Bill 148 – PEL Days and Contractual Contingencies not required = (\$1.236 M)
- Operating Impacts from Capital – Assume April 1 start = (\$500,000)

Total Reductions = (\$1.736 M)

Revised Residential Tax Impact = 2.7%

2018 ASSESSMENT GROWTH

- Final 2018 net growth = 1.2% or \$10.6 M in tax revenue:

2018 Growth (Gross/Net)		
Increases	\$ 12,066,400	1.4%
Decreases	-\$ 1,504,154	-0.2%
Total	\$ 10,562,246	1.2%

- The 1.2% increase is net of construction / supplementary taxes (increase) and write-offs / successful appeals (decrease).

2018 ASSESSMENT GROWTH BY CLASS

	Change in Unweighted Assessment	Change in Municipal Taxes	% Class Change ¹	% of Total Change
Residential	\$ 776,293,300	\$ 7,827,800	1.3%	0.9%
Multi-Residential	\$ 37,671,000	\$ 90,700	0.1%	0.0%
Commercial	\$ 102,462,500	\$ 2,062,200	1.4%	0.2%
Industrial	\$ 23,694,500	\$ 703,800	1.7%	0.1%
Other	\$ (31,546,000)	\$ (122,500)	-1.6%	0.0%
Total	\$ 908,575,300	\$ 10,562,000	1.2%	1.2%

¹ % change in respective property class

Anomalies due to rounding

2019 PROCESS UPDATES

ITEM	DATE
GIC Budget Deliberations	Feb 15, 25, 28, Mar 1, 2019
Council - Tax Operating Budget Approval	Mar 27, 2019

Outstanding Items

1. Council Referred & Business Cases:

- **CR-05** Hess Village Paid Duty Policing (Net \$50K) Deferred - pending information from staff regarding the actual costs for the Hess Village paid duty policing in 2018.
- **BC-08** – Citizen Engagement and Marketing (Our Citizen Survey) (Net \$65K) Deferred - pending a report back from staff that provides alternative options for Committee's consideration.

2. Operating Impacts of Capital – Tabled Capital (Item 7.10)

3. Recommendation Report

4. Advisory Committees

February 25th – Budget GIC - Cancelled

February 28th – Budget GIC

- Living Wage
- Assessment Growth (FCS 19013)
- Vision Zero (PW19015)

March 1st – Budget GIC – Targeted Approval



INFORMATION REPORT

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 15, 2019
SUBJECT/REPORT NO:	Savings Generated from Funded Projects (FCS19007) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Lucia Chen (905) 546-2424 Ext. 4169
SUBMITTED BY:	Cindy Mercanti Director, Customer Service and POA Acting Director, Financial Planning and Policy Corporate Services Department
SIGNATURE:	

COUNCIL DIRECTION

Council has requested information regarding the status of projects that have been approved on the basis of generating savings for the City.

INFORMATION

Executive Summary

Report FCS19007 updates Council on the savings generated from a number of projects that have been previously approved with the expectation that these savings be used to pay back the funds invested and subsequently, direct the savings to increase the reserves or to reduce the operating levy. These projects are funded from a combination of City reserves, the capital budget and various incentive programs.

Report FCS19007 identifies 28 projects approved since 2011 which required investment and had an expected return. In total, the group of projects listed in Appendix "A" to Report FCS19007 "Savings Generated from Funded Projects" have a repayment requirement of about \$19.2 M, returning annual savings of about \$4.8 M (\$4.2 M in operating savings and \$613 K in reserve contribution) when completed.

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**SUBJECT: Savings Generated from Funded Projects (FCS19007) (City Wide) –
Page 2 of 3**

The projects completed, to date, have generated savings of approximately \$3.5 M of which \$3.0 M has been used to reduce the levy, \$400 K has been used to offset expenditures in the Rate Budget and \$65 K has been reinvested in the energy reserve.

Other benefits are also derived from many of the projects. For example, many of these projects are part of the Corporate Energy Program and the Climate Change Action Plan that result in reduced energy usage as well as greenhouse emissions reduction. The use of new, efficient technology also brings benefits such as reduced maintenance and operating costs, service improvements, longer lifespan of the City's assets, water usage reduction and the possibility of taking advantage of provincial incentive programs such as "Save on Energy" and the "Demand Response Program" from the Ontario Power Authority.

In addition to the savings generated through the funded projects, the City has realized savings of approximately \$9.6 M through contracts negotiated and managed by the IT Division (network printers, cellular and desktops). Details of these savings can be found in Report FCS18026 "Annual Performance Reporting – Savings Generated from the Management of Information Technology Contracts".

Funded Projects

Appendix "A" to Report FCS19007 "Savings Generated from Funded Projects" lists the details of 28 efficiency projects that are currently being tracked. The approximate investment in all these projects is \$28.6 M. After incentives and rebates, the initial repayment required was \$19.2 M of which \$12.1 M has already been paid back. The balance will be paid within the next six years (2019 to 2024).

The chart below identifies the seven projects that have been completed to date. These projects required \$9.4 M in one-time funding and have generated about \$3.5 M in annual savings, \$3.0 M in operating savings, \$400 K in rate budget savings and \$65 K reinvested in reserves.

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**SUBJECT: Savings Generated from Funded Projects (FCS19007) (City Wide) –
Page 3 of 3**

Savings Generated from Completed Projects

Department	Project	Repayment Required	Savings After Repayment (annual)	Year Savings Begin
Savings to Tax Operating Budget				
Public Works	Energy Retrofit Pilot Program	\$3,335,000	(\$297,040)	2011
CMO/ Corporate Services	Appointment of Managers for former HECFI Facilities	\$2,400,000	(\$1,065,000)	2014
Public Works	Traffic Signal LED Replacement - System Efficiency	\$2,375,500	(\$294,585)	2016
Public Works	LED Street Light Retrofit - Phase I	\$1,144,000	(\$750,000)	2018
Public Works	LED Street Light Retrofit - Phase II	\$0	(\$600,000)	2019
Total Reductions to Tax Operating Budget			(\$3,006,625)	
Savings to Rate Budget				
Public Works	High Lift Pumping Station at Woodward Treatment Plant	\$2,518,000	(\$400,000)	2018
Total Reductions to Rate Budget			(\$400,000)	
Savings Invested in Energy Reserve				
Public Works	Macassa Lodge Water Conservation	\$85,400	(\$28,000)	2016
Public Works	Arena Lighting & Controls	\$137,943	(\$37,152)	2017
Total Investments in Reserves			(\$65,152)	
Total Savings After Repayment (Annual)			(\$3,471,777)	

As repayment progresses, additional savings are expected. These are highlighted by projected total savings of \$88 K in 2020 and \$958 K ranging from years 2021 to 2029.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" – Savings Generated From Funded Projects

LC/dt

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SAVINGS GENERATED FROM FUNDED PROJECTS

	Project	Repayment Required	Projected Savings after Repayment (Annual)	Year Savings Begin	Comments
Public Works	Macassa Lodge Water Conservation	\$85,400	(\$28,000)	2016	Energy Reserve
Public Works	Arena Lighting & Controls	\$137,943	(\$37,152)	2017	Energy Reserve
Public Works	Low Emissivity Ceilings - Arenas	\$76,668	(\$55,900)	2021	Energy Reserve
Public Works	Fire Stations Lighting & Controls	\$570,300	(\$140,000)	2019	Energy Reserve
Public Works	Wentworth Operating Centre Lighting & Controls	\$147,000	(\$37,000)	2020	Energy Reserve
Public Works	Transit Centre EE Lighting	\$340,921	(\$87,000)	2022	Energy Reserve
Public Works	Hamilton Convention Centre Lighting & Controls	\$308,800	(\$51,000)	2020	Energy Reserve
Public Works	EE Lighting Parking Garage	\$456,834	(\$125,000)	2023	Energy Reserve
Public Works	EE Lighting Aquatic Centres	\$305,514	(\$52,000)	2021	Energy Reserve
Public Works	Energy Retrofit Pilot Program	\$3,335,000	(\$297,040)	2011	Operating Budget
CMO/ Corporate Services	Appointment of Managers for former HECFI Facilities	\$2,400,000	(\$1,065,000)	2014	Operating Budget
Public Works	Traffic Signal LED Replacement - System Efficiency	\$2,375,500	(\$294,585)	2016	Operating Budget
Public Works	High Lift Pumping Station at Woodward Treatment Plant	\$2,518,000	(\$400,000)	2018	Rate Operating Budget
Healthy and Safe Communities	Power Assisted Ambulance Stretcher Replacement	\$1,556,662	(\$140,000)	2016	Operating Budget
Public Works	LED Street Light Retrofit - Phase I	\$1,144,000	(\$750,000)	2018	Operating Budget
Public Works	LED Street Light Retrofit - Phase II	\$0	(\$600,000)	2019	Operating Budget

SAVINGS GENERATED FROM FUNDED PROJECTS

	Project	Repayment Required	Projected Savings after Repayment (Annual)	Year Savings Begin	Comments
Public Works	Ice Plant Optimization Arenas - Head Pressure Control	\$313,600	(\$157,000)	2021	Operating Budget
Public Works	Hamilton Place LED Lighting	\$590,000	(\$75,000)	2026	Operating Budget
Public Works	First Ontario Centre LED Lighting	\$530,000	(\$65,000)	2027	Operating Budget
Public Works	Fire Stations LED Lighting	\$215,000	(\$36,000)	2024	Operating Budget
Public Works	Parkdale Arena & Morgan Firestone Arena Low-E Ceilings	\$96,390	(\$30,000)	2021	Operating Budget
Public Works	Aquatic Centres Exterior LED Lighting	\$106,000	(\$10,000)	2029	Operating Budget
Public Works	Valley Park Aquatic Centre LED Lighting	\$220,000	(\$30,000)	2026	Operating Budget
Public Works	Ice Arena LED Lighting	\$1,221,000	(\$205,000)	2024	Operating Budget
Public Works	Olympic Arena Infra-red Heater	\$30,425	(\$9,551)	2023	Operating Budget
Public Works	Dundas Lion's Memorial Community Centre LED Lighting	\$17,408	(\$8,067)	2022	Operating Budget
Public Works	Ancaster Senior Achievement Centre Lighting	\$30,209	(\$6,148)	2024	Operating Budget
Public Works	Sackville Hill Recreation Centre Exterior Lighting	\$22,626	(\$6,000)	2022	Operating Budget
TOTAL		\$19,151,200	(\$4,797,443)		



CITY OF HAMILTON
PUBLIC HEALTH SERVICES
 Healthy Environments Division

TO:	Mayor and Members Board of Health
COMMITTEE DATE:	January 14, 2019
SUBJECT/REPORT NO:	Food Advisory Committee 2019 Budget Request and Annual Report (BOH19004) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Sandy Skrzypczyk (905) 546-2424, Ext. 3523
SUBMITTED BY & SIGNATURE:	Kevin McDonald Director, Healthy Environments Division Public Health Services

RECOMMENDATION

- (a) That the Food Advisory Committee 2019 base budget submission attached as Appendix A to Report BOH19004 in the amount of \$1,500 be approved and referred to the 2019 budget process for consideration;
- (b) That, in addition to the base funding, a one-time budget allocation for 2019 of \$1,000, funded by an increase to the tax levy, be approved and referred to the 2019 budget process for consideration;
- (c) That any remaining 2019 funds be returned to the Advisory Committee reserve; and,
- (d) That the Food Advisory Committee's annual report included in this report be received.

EXECUTIVE SUMMARY

The Food Advisory Committee requests that a total budget of \$2,500 be referred to the 2019 budget process for consideration. The Food Advisory Committee's 2018 budget has been fully spent. The additional request for \$1,000 above their \$1,500 base budget is required to implement the Committee's 2019 work plan to conduct relevant community

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**SUBJECT: Food Advisory Committee Annual Report and 2019 Budget Request
(BOH19004) (City Wide)**

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engagement and event(s). This report also fulfils the Food Advisory Committee's requirement to submit an annual report outlining key areas of work accomplished and future plans to fulfil their mandate to support and advise on the implementation of the Food Strategy.

Alternatives for Consideration – See Page 7

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The Food Advisory Committee is requesting a budget of \$2,500.00 for the 2019 operating year, which represents an increase of \$1000.00 over the 2018 budget allocation.

Staffing: There are no staffing implications.

Legal: There are no legal implications.

HISTORICAL BACKGROUND

The Food Advisory Committee was created as a result of the City's 2014 advisory committee review process and the 2016 Hamilton Food Strategy. This newly formed committee brought together food issues that previously were addressed on two separate advisory committees in order to address food with a broader food systems lens.

Established in 2016, the Food Advisory Committee is a citizen member committee that advises the Board of Health on issues relating to Hamilton's Food Strategy, focusing on community food security and a health-promoting food system. Since its inception, this Committee has served as the community reference group providing advice and support from community-based experts and passionate citizens on the implementation of the Food Strategy.

Food Advisory Committee members are appointed by Council. The Committee membership can accommodate 13 to 18 members. Current membership includes a range of food system expertise in farming and food businesses, food literacy, food access and waste, policy, and non-profit/community-based food programs. Membership also includes a non-voting Staff Liaison from Public Health, Healthy Environments Division. Members attend monthly meetings and contribute actively to supporting and advising on a range of food system issues.

The past decade has seen an increase in attention given to food issues from food insecurity and beyond, leading to the development of food strategies across Canada and around the world. Attention to food issues now spans the economic, environmental, social, and health impacts on our food system, which is reflected within the Food Advisory Committee's mandate.

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**SUBJECT: Food Advisory Committee Annual Report and 2019 Budget Request
(BOH19004) (City Wide)**

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Food Advisory Committee Mandate

The Food Advisory Committee reports to the Board of Health with the mandate to support and advise on:

- The implementation of Hamilton's Food Strategy, and
- The development of inclusive and comprehensive food related policies and programs at the individual, household, and community/population level.

The complete Terms of Reference is attached as Appendix B.

Food Advisory Committee Accomplishments

Food is increasingly recognized as a lever that can accomplish many goals within the City. Because of its multifunctional nature, food has the potential to comprehensively respond to numerous challenges and opportunities. In this regard, the Food Advisory Committee plays an important role in cultivating relationships, building trust, and creating opportunities for collaboration between the City and the community to advance Hamilton's Food Strategy.

Since its establishment, the Food Advisory Committee has focused on four themes:

1. Policy

The Food Advisory Committee was integral in the development of the Food Initiatives Criteria Process and Checklist for Funding Requests to address the Food Strategy's Priority Action 1. The Committee formed a Priority Action 1 subcommittee and met several times to draft criteria for inclusion in a funding criteria checklist. These recommendations are strongly reflected in the final 2017 Food Strategy Priority Action 1: Funding Criteria Process and Checklist (BOH13001(e)) Recommendation Report.

2. Delegation

Committee members attended the June 19, 2017 Board of Health meeting to present their proposed funding criteria and process to address Priority Action 1 and express their support for the Food Strategy Priority Action 1: Funding Criteria Process and Checklist BOH13001(e) Recommendation Report.

3. Advising Staff

The Food Advisory Committee has welcomed several City staff to present and garner input on the following food actions:

- Food Strategy Implementation Plan;
- Food Strategy's five (5) Priority Actions;
- Green Bin Marketing Campaign;
- Food Waste Action Plan;
- Recreation Centres & Food Actions;
- Food Literacy Actions;
- Climate Change and Food; and,
- Revision to the Food Strategy pages 42-43.

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4. Events

- 100 in One Day, June 2018: To help inform the next steps for the Food Strategy, the Food Advisory Committee developed and implemented an interactive display outlining the 14 Food Strategy recommendations to gather feedback from citizens at the Hamilton Farmers Market. Approximately 120 citizens were engaged, and the top three Food Strategy Recommendations with the most support were:
 - Build stronger City-Farm relationships to enhance the growth and development of local food;
 - Improve children and youth's eating habits, food skills, and knowledge of food systems through food literacy; and,
 - Promote physical access to healthy, local foods in all neighbourhoods.
- Food Literacy Month, October 2018: In collaboration with Public Health Registered Dietitians, the Food Advisory Committee sponsored a panel discussion after the showing of the film, Before the Plate, at the Zoetic Theatre on October 26th, 2018. Approximately 68 Hamiltonians attended the film and engaged in a lively panel discussion about Hamilton's food system and food literacy.

Moving Forward

The Food Advisory Committee strives to help the City develop more effective policies and programs to respond to community food security opportunities and challenges. The Committee currently does this by providing input to work being led by Public Health and other City staff. Moving forward within its mandate, the Committee would like to enhance its effectiveness by brokering opportunities for Public Health and other City staff to engage with a wide range of community-based food organizations and experts on community food security and Hamilton's food system. The following outlines how the Food Advisory Committee will achieve this:

- **Engagement with the Board of Health, Councillor Liaison Members, the City**
Given the diverse membership on the Food Advisory Committee, the Committee is in a position to tap into the knowledge of the community and bring that knowledge to the Board of Health, Public Health, and to other City staff. The Food Advisory Committee appreciates the facilitation and advice provided by the Staff Liaison, and engagement with the Council Liaisons provides the opportunity for knowledge exchange regarding food actions with a Council appointed community reference group. Communication between the Committee and the City enables the Committee to fulfil its mandate with a clear understanding of any aspirations or concerns that the Board of Health, Councillors, City departments, and community members may have regarding the Food Strategy.
- **Collaboration on Food Strategy Activities**
The Food Advisory Committee intends to continue to focus on activities that impact the Food Strategy, including relevant community engagement, implementation of

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food actions, and any Food Strategy reviews and/or changes. The Committee values and supports the Food Strategy's systems-based approach to addressing community food security in Hamilton by examining the challenges and opportunities at each stage of food production, distribution, processing, consumption, and disposal.

The Food Advisory Committee welcomes working in collaboration with Public Health and other City staff, networks, committees, or organizations in activities that impact the Food Strategy and/or the Implementation Plan. Ideally, proposed actions that impact the Food Strategy would be communicated to the Committee and incorporate citizen feedback, as appropriate, before being proposed to the Board of Health and Council. This would maintain the participatory, representative, and transparent processes supporting the implementation of the City of Hamilton's Food Strategy.

Members of the Food Advisory Committee encourage community stakeholders, networks, organizations, and citizens to work with them and the City through a collaborative, transparent, and consistent process that allows for input from all concerned community groups and citizens.

- **Fostering Awareness of Role, Responsibilities, and Membership**

The Food Advisory Committee has a well-defined mandate and structure. Advisory committees with an unclear idea of their purpose or their role in municipal processes run the risk of being ineffective and can lead to mutual frustration between the City and community. Ensuring that all existing and new members involved are fully aware of their mandate, role, responsibilities, and the structure of their relationship with the City goes a long way toward ensuring a productive dynamic.

The Food Advisory Committee is committed to fostering a membership with a balanced representation from all the components within the food system with skills and experience in at least one aspect of community food security. This allows for diversity in knowledge and perspectives to contribute to progressive and innovative policy and program recommendations from the Committee. The Committee will continue to foster a well-functioning committee with members that respects the complexity and sensitivity of their work with diverse partners and appreciates the need for personal and group skills, problem-solving, and collaboration in order to provide constructive and realistic advice to the Board of Health.

The Food Advisory Committee has made efforts to reach out to many stakeholders to attend meetings and engage in collaborative efforts regarding the Food Strategy. The Committee feels that this outreach to stakeholders and citizens should be continued and that everyone is encouraged to apply to serve on the Committee. This will ensure the independent nature of the Food Advisory Committee, as it was intended, and enable citizens from diverse areas of the food system to participate.

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Advisory committee meetings are open to the public and all interested community stakeholders are invited to attend and share their feedback on the implementation of the Food Strategy.

- **Community Food Assessment: Mapping Hamilton's Food Environment**

The Committee identified the need to conduct a community food assessment to collect evidence to identify assets, strengths, gaps, and needs within Hamilton, and the resources, services, and systems that could inform actions. Mapping Hamilton's food assets and opportunities will help to showcase and draw attention to food as an integral element of our rural and urban food system. As in other cities with food mapping initiatives, this will help to grow Hamilton's appetite for using food assets to solve city challenges; make it easier for City staff and officials to see and use community food assets strategically; and inspire, support, and guide the community in their food actions.

Conclusion

The Food Advisory Committee would like to convey their full support for the Food Strategy and its Implementation Plan. The Food Strategy was developed through extensive consultation with over 2,700 of stakeholders throughout Hamilton. It is the opinion of the Committee that Public Health did an excellent job incorporating the viewpoints of a truly diverse group of stakeholders. And the Committee is proud to support a Food Strategy that takes a food systems-approach to community food security in Hamilton.

In conclusion, the Food Advisory Committee has a clear mandate that is carried out by a membership in which their professional or community work reflects the values and principles within the Hamilton Food Strategy, Hamilton Food Charter, and the Food Advisory Committee's Terms of Reference. Although it is a relatively new committee, it has made a valuable contribution to the implementation of the Food Strategy and should continue to be engaged and supported by the Board of Health and City staff.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

No policy implications or legislated requirements.

RELEVANT CONSULTATION

Corporate Finance Services were consulted regarding the process and template to use for submitting Advisory Committee budget requests.

The Food Advisory Committee provided significant input into their draft 2019 Food Advisory Committee budget, and they prepared their annual report and their plans for moving forward in the next term.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Food Advisory Committee Annual Report and 2019 Budget Request
(BOH19004) (City Wide)**

Page 7 of 8

The Food Advisory Committee has put forward a base budget request of \$1,500 to cover basic expenses; however, to implement their work plan to conduct relevant community engagement and event(s), an additional \$1,000 is needed. See Appendix A for the Food Advisory Committee 2019 Budget Submission.

ALTERNATIVES FOR CONSIDERATION

The Board of Health does not refer the Food Advisory Committee budget request to the budget process for Advisory Committees.

Financial: Food Advisory Committee would not have a budget to operate.

Staffing: There are no staffing implications.

Legal: There are no legal implications.

Policy: Community Engagement was initiated in forming this Committee in 2016 and not continuing to fund it could be seen as not adhering to the City's commitment to community engagement.

Pros: Not funding the Committee may leave additional funds in the Advisory Committee Reserve to be used by other citizen advisory committees.

Cons: Not funding the Committee may result in lower or inequitable engagement and potential loss of volunteer members if basic funds to support the committee such as parking reimbursement, refreshments, training/education and meeting supplies are not available. In addition, not increasing the Committee's budget restricts their ability to fulfil their mandate in any meaningful manner to support and advise the City's Food Strategy implementation.

The Advisory Committee Review recommendations of reforming and amalgamation of food related committees would not be followed if budget was not assigned to the Food Advisory Committee.

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

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

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**SUBJECT: Food Advisory Committee Annual Report and 2019 Budget Request
(BOH19004) (City Wide)**

Page 8 of 8

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.

APPENDICES AND SCHEDULES ATTACHED

Appendix A to Report BOH19004 - Food Advisory Committee 2019 Budget Submission
Appendix B to Report BOH19004 - Food Advisory Committee Terms of Reference

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

FOOD ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Krista D'aoust	Bill Slowka
Kate Flynn	Bill Wilcox
Lynn Gates	
Nancy Henley	
Laurie Nielsen	
Hannah Pahuta	
Luc Peters	
Steve Robinson	

MANDATE:

As a volunteer advisory committee to the Board of Health, the Food Advisory Committee supports and advises on the implementation of Hamilton's Food Strategy, and the development of inclusive and comprehensive food related policies and programs at the individual, household, and community/population level based on internationally recognized principles of healthy public policy and best practices/available evidence.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- Identify and inform, where appropriate, innovative community food security policies and programs that align with the vision and goals of the Hamilton Food Strategy, Hamilton Food Charter, and other City strategies
- Identify and advise on emerging issues affecting Hamilton's food system
- Facilitate connections and share information and resources between members, the Board of Health, City staff, and as appropriate, further disseminate these lessons and resources among community organizations, businesses, citizens, and other groups that have an impact on community food security
- Support research, monitoring, and evaluation efforts, and identify gaps and opportunities that may inform community food security policies and program modifications
- Facilitate the cross-promotion of community food security within existing programs, events, policies, services, and other actions

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			

PART C: Budget Request

INCIDENTAL COSTS:

Parking	500
Meeting refreshments	400
Materials, supplies, & printing	600
SUB TOTAL	\$1,500

SPECIAL EVENT/PROJECT COSTS:

Food Strategy Implementation Community Engagement	200
Food Strategy Event	800
SUB TOTAL	\$1,000

TOTAL COSTS	\$2,500
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$0.00
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TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 2,500
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$ 1,500)	\$ 1,500

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: Woc Peters

Signature: 

Date: October 16 2018

Telephone # : 905-906-3246

Food Advisory Committee

Terms of Reference

Committee Mandate

As a volunteer advisory committee to the Board of Health, the Food Advisory Committee will support and advise on the implementation of Hamilton's Food Strategy, and the development of inclusive and comprehensive food related policies and programs at the individual, household, and community/population level based on internationally recognized principles of healthy public policy and best practices/available evidence.

More generally, the Food Advisory Committee will:

- Identify and inform, where appropriate, innovative community food security policies and programs that align with the vision and goals of the Hamilton Food Strategy, Hamilton Food Charter, and other City strategies;
- Identify and advise on emerging issues affecting Hamilton's food system;
- Facilitate connections and share information and resources between members, the Board of Health, City staff, and as appropriate, further disseminate these lessons and resources among community organizations, businesses, citizens, and other groups that have an impact on community food security;
- Support research, monitoring, and evaluation efforts, and identify gaps and opportunities that may inform community food security policies and program modifications; and
- Facilitate the cross-promotion of community food security within existing programs, events, policies, services, and other actions.

Membership

The Food Advisory Committee will be comprised of 13 to 18 voting members, striving for a balance of representation from all the components within the food system as follows:

- Food Production: 2-3 members (e.g., representation from rural and urban agriculture, including large and small scale farmers, gardeners, soil specialists, horticulturalists);
- Processing & Distribution: 2-3 members (representation from large and small scale food production and distribution, including food entrepreneurs, managers/operators of incubators, food banks, food hubs, food box delivery programs, warehousing, storage, etc.);
- Buying & Selling: 2-3 members (e.g., representation from large and small scale food retail, including grocers, restaurateurs, Farmers Markets managers, social enterprise food entrepreneurs, specialty food stores owners, street vendors, etc.);
- Consumption: 2-3 members (e.g., representation from community and neighbourhood based food programs and cultural groups, including food literacy educators, consumers, chefs, food enthusiasts, etc.);
- Food Waste Management: 2-3 members (representation from food waste management, including researchers/consultants, managers, operators of environmental groups, gleaning programs, experts/experienced individuals in composting/resource management, etc.);
- 3 members at large (citizens at large, local food advocates, etc.); and
- 2 City Councillors (non-voting, one representing urban and one representing rural wards).

Appendix B to Report BOH19004
Page 2 of 5

Committee members will be selected through the City of Hamilton's standardized application process for Advisory Committees. New members will be formally appointed by the Board of Health at the beginning of each term of Council, or as needed. Individuals who do not live in Hamilton but work in the City of Hamilton in a food-related business or organization would be eligible for membership on the Food Advisory Committee based on their ability to provide valuable expertise to advise on food policies and programs in the City.

Food Advisory Committee members are appointed based on their individual qualifications in the following areas:

- Their professional or community work reflects the values and principles within the Hamilton Food Strategy, Hamilton Food Charter, Food Advisory Committee, and Public Health Services;
- They bring skills and experience (including lived experience) in at least one aspect of community food security that allows them to contribute to progressive and innovative policy and program development within the Committee;
- They have skills, knowledge, experience, or a genuine interest in at least one area of Hamilton's food system;
- They represent at least one element of the rich diversity of the Hamilton population's food security skills, talents, and needs;
- They can help the Food Advisory Committee facilitate dialogue and partnerships with at least one distinct population grouping in Hamilton's urban, suburban, and rural communities;
- They respect the complexity and sensitivity of the Food Advisory Committee's work with diverse partners, and appreciate the need for personal and group skills, problem-solving, and "getting to yes;" and
- They are able to attend monthly meetings of the Food Advisory Committee on a regular basis and can participate in occasional working group meetings.

Roles & Responsibilities

Members of the Food Advisory Committee shall endorse the Vision, Mission, Goals, and Values of the City of Hamilton Food Charter and make themselves familiar with the committee's Terms of Reference and mandate. General expectations of members include the following:

- Submit an annual progress report of the Committee's activities by November of each calendar year to the Board of Health and consider various options to keep Council up to date on the committee's activities;
- Demonstrate a respect for governance and protocol;
- Active participation and a commitment to attend meetings on a regular basis;
- Be accountable to other members and to citizens;
- Work as a team and follow through with commitments;
- Communicate appropriately and be clear about which interest are represented when speaking;
- Communicate all information occurring at the Food Advisory Committee to contacts within their sector, as appropriate; and
- Bring issues/concerns and represent their sector's interests at the Committee.

Chair/ Co-Chair

Members will, at the beginning of each term, elect from its membership two Co-Chairs, one of which shall be a Citizen member and one a Councillor Liaison member.

In addition to the general roles and responsibilities, Co-Chairs are expected to:

- Build the meeting agendas following the City of Hamilton template;
- Invite guests, in consultation with members and Staff Liaison;
- Preside at meetings;
- Facilitate dialogue among members between meetings;
- Liaise with City Staff Liaison and keep them informed of all Committee issues and actions; and
- Act as spokespeople on behalf of the Food Advisory Committee, as per Standard Operating Procedure #08-001.

Secretary

Members will, at the beginning of each term, elect from its membership a Secretary, which shall be a Citizen member.

In addition to the general roles and responsibilities, the Secretary is expected to:

- Provide relevant information, ideas, and opinions as a participant in the meeting;
- Record without note or comment all resolutions, decisions, and other proceedings at the meeting (as per the Municipal Act, 2001);
- Keep an accurate set of minutes of each meeting;
- Keep an up-to-date membership/contact list;
- Distribute minutes to members and notifying them of upcoming meetings;
- Keep a list of all advisory committees and members;
- Help the Chair with preparing the agenda, advise on meeting procedure, and reference materials and information retrieved from the records; and
- Make meeting and physical set-up arrangements (Note: room bookings with City Facilities will be coordinated through the Advisory Committee's Staff Liaison).

City Staff Liaisons

City of Hamilton staff will be assigned to this committee as non-voting members to provide technical and content expertise and support, including:

- Public Health Services: 1 - 2 with expertise in nutrition, food systems, policy, and health protection;
- Emergency and Community Services: 1 - 2 with expertise in social policy and community programs;
- Planning and Economic Development: 1 – 2 with expertise in land use planning, licensing, and economic development related to agriculture and food; and
- Public Works Department: 1 – 2 with expertise in urban agriculture and food waste management.

Staff Liaison Role

Appendix B to Report BOH19004
Page 4 of 5

The role of the Staff Liaison is to function as system experts. The City of Hamilton Public Health Services will appoint personnel with knowledge of nutrition policy, community food systems, and food security to provide support and coordination to the Food Advisory Committee.

The duties of the staff liaison include

- Coordinate, develop, and deliver the Orientation Session for the Advisory Committee;
- Liaise with Food Advisory Committee members, providing technical advice from Public Health Services for the preparation of reports, correspondence, etc.;
- Assist with the preparation of reports to the Board of Health, including an annual progress report of the Committee's activities by November of each calendar year;
- Assist with agenda preparation, review minutes, and ensure approved minutes are submitted to the Board of Health; and
- Provide background information, advice, and context for implementation of priorities.

City of Hamilton may assign staff to work on specific projects for a specific period of time.

Councillor Liaisons

Two (2) members of City Council will be appointed as representatives to the Food Advisory Committee with a requirement for each Councillor to attend a minimum of (but not limited to) one (1) meeting per year. Council members who are appointed as liaisons would not count toward the committee's quorum and do not have voting privileges.

Staff Clerk/ Other Staff Support(s)

The duties of the staff clerk include providing procedural process advice to the Staff Liaison and Co-Chairs as needed.

Term of Membership

Food Advisory Committee members are appointed for four (4) year terms with the possibility of renewal. Effort will be made to stagger appointments to ensure continuity.

- Members who miss three (3) consecutive meetings without Committee approval shall be considered as resigning from the committee;
- Any member who is absent for more than fifty percent (50%) of the meetings during their term shall not be eligible for reappointment; and
- Upon appointment to the Food Advisory Committee, members are required to sign an Acknowledgement (Declaration) Form and return it to the Office of the City Clerk prior to attending the first meeting of this committee.

Meeting Frequency

Appendix B to Report BOH19004
Page 5 of 5

Meetings will occur monthly, with the exception of the months of July, August, and December (minimum of five and maximum of nine times per year). At the call of the Co-Chairs, additional meetings can occur on an 'as-needed' basis.

Should the Food Advisory Committee not meet a minimum of three times during a Council term, the Committee will be automatically disbanded at the end of the Council Term.

Decision Making

Food Advisory Committee members value and will make every effort to reach consensus in decision making, including a full discussion of the issue, review of all relevant information, discussion of possible solutions or actions, and the formulation of a statement of general agreement/consensus, or develop a motion and vote on it. The Committee requires consensus to make formal decisions and must follow the procedural processes outlined in the Advisory Committee Procedural Handbook, May 2015.

City of Hamilton staff are non-voting members.

Quorum

Quorum consists of half the voting members plus one. In order to ensure a broad range of perspectives are included in discussions and decision making, this minimum threshold must include a representative from each of the food system components, plus a minimum of one member at large.

Code of Conduct/Conflicts of Interest

All members shall adhere to all City of Hamilton policies, including those respecting code of conduct and conflict of interest. At a minimum, it is expected that members are to

- Maintain an atmosphere of respectful discussion and professionalism;
- Respect the confidentiality of all matters before the Food Advisory Committee;
- Actively contribute their expertise, resources, and individual experiences to further the mandate of the Committee; and
- Declare a conflict of interest when it arises so it may be recorded in the minutes.

Reports to

- Board of Health

Review of Terms of Reference

- To be reviewed on an annual basis, at a minimum.

Approved on:

- May 2016



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Transportation Planning and Parking Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 10, 2018
SUBJECT/REPORT NO:	2019 Volunteer Committee Budget Submission – Hamilton Cycling Committee (PED18224) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Rachel Johnson (905) 546-2424 Ext. 1473
SUBMITTED BY:	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That the Hamilton Cycling Committee (HCyC) 2019 base budget submission, in the amount of \$10,000, as described in Appendix “A” to Report PED18224, be approved and referred to the 2019 budget process for consideration;
- (b) That, in addition to the base funding, a one-time budget allocation for 2019 of \$3,500, funded by the Hamilton Cycling Committee (HCyC) reserve, be approved and referred to the 2019 budget process for consideration.

EXECUTIVE SUMMARY

The Hamilton Cycling Committee (HCyC) has developed a request for funding, for planned activities in 2019. With the endorsement of the HCyC members, this request for funding is submitted to the Public Works Committee as Appendix “A”. This report presents this proposed budget to the Public Works Committee for consideration as part of the 2019 budget process.

The HCyC is proposing a 2019 budget of \$13,500. Their proposed budget would be financed with \$10,000 from the levy and \$3,500 from their reserve. This budget would, therefore, have a zero impact on the 2019 budget as their approved budget in 2018 also had \$10,000 funded from the levy.

Alternatives for Consideration – See page 4

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

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OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

SUBJECT: 2019 Volunteer Committee Budget Submission – Hamilton Cycling Committee (PED18224) (City Wide) - Page 2 of 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: For 2019, the HCyC has requested a budget of \$13,500. The proposed budget will finance community educational activities, plus, the production of safety and promotional materials.

A comparison of the budgeted projects for 2019, versus 2018, reveals that the HCyC continues to focus on safety and cycling promotions.

Item	2018 Budget	Proposed 2019 Budget	Difference
Share the Road Ad Campaign	\$1,500	\$0	- \$1,500
Promotions - Cycling Safety	\$3,000	\$4,000	+ \$1,000
Promotions - Local Cycling	\$500	\$500	0
Special Cycling Events	\$4,000	\$4,000	0
International Bike Show Booth	\$1,500	\$1,500	0
Cycling Conferences	\$1,000	\$1,000	0
Meeting Expenses	\$1,000	\$1,000	0
Ontario By Bike Tourism Promotions	\$0	\$500	+ \$500
Cycling and Gender Research	\$0	\$1,000	+ \$1,000
Total	\$12,500	\$13,500	+ \$1,000
Funds from Levy	\$10,000	\$10,000	0
Funds from Reserve	\$2,500	\$3,500	+ \$1,000

Staffing: Planning and Economic Development, Transportation Planning staff will continue to act as the staff liaison to the HCyC, thus, no changes to staffing.

Legal: N/A

HISTORICAL BACKGROUND

The HCyC advises the City of Hamilton on all matters related to cycling - monitoring the implementation of the Cycling Master Plan (CMP), planning for bicycling facilities (e.g. bike parking), educating citizens on matters of traffic safety, and promoting cycling both for recreation and commuting. Cycling helps to maintain personal health, thus, it helps to foster a healthier community. In 2018, approximately 40,000 bike maps were distributed, and approximately 24 kms of cycling infrastructure was installed in Hamilton. The HCyC provided valuable input into these cycling projects. The HCyC's activities also help to achieve the objectives of the Transportation Master Plan. (TMP).

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SUBJECT: 2019 Volunteer Committee Budget Submission – Hamilton Cycling Committee (PED18224) (City Wide) - Page 3 of 4

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

This report strongly aligns with the City's Vision Statement, the City's Mission Statement, and, the City's Priorities in the Strategic Plan; as these statements make reference to engaged citizens, children, health, safety, and sustainability. The City's TMP and CMP both advance a well-connected cycling network, the promotion of active transportation, and safety education, all supported by an engaged HCyC.

RELEVANT CONSULTATION

In preparation of this report, Public Works staff consulted the HCyC and Corporate Services Finance and Administration staff.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Feedback received by members of the HCyC ensures cycling projects are well vetted by the community, thereby, improving the quality of cycling facilities - both for recreation and commuting.

In 2018, a number of highly successful special events were hosted by the HCyC, including a Planning and Economic Development Talk (PEDTalk), which attracted over 200 individuals, a meeting of western Lake Ontario cycling committees, a documentary screening, and a bike ride entitled, Jane's Ride: A Trail of Two Cities.

The Committee promotes cycling safety through their very successful distribution of Share the Road car magnets and stickers, and the distribution of bicycle lights at special events, to stress the message of improved visibility of cyclists.

Committee members, in conjunction with community groups, promote cycling in Hamilton during events like Bike for Mike, Bike to Work Day, Supercrawl, and other City festivals. The HCyC also proposes to grow the profile of cycling in Hamilton by promoting and hosting more cycling events in Hamilton. The committee plans to work with stakeholders to conduct research exploring the relationship between gender and cycling in Hamilton.

The committee members serve as volunteer staff for the HCyC booth at the Toronto International Bike Show, promoting Hamilton as a cycling destination, and receiving feedback from people that cycle on Hamilton facilities – including Hamilton residents attending the show. The Committee works with Tourism Hamilton to promote the City's recreational assets by distributing the City map "Bike Routes, Trails & Parks", pamphlets printed by the Hamilton Conservation Authority, and plans to financially contribute to the Ontario cycling organization, Ontario By Bike, to provide Hamilton specific information online.

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SUBJECT: 2019 Volunteer Committee Budget Submission – Hamilton Cycling Committee (PED18224) (City Wide) - Page 4 of 4

ALTERNATIVES FOR CONSIDERATION

The Public Works Committee could choose to modify the funding level of this Volunteer Committee of Council. If the HCyC's 2019 budget request is not approved, they would have to adjust their proposed 2019 work plan to accommodate the approved funding level. The members feel that their planned budget for 2019 reflects a commitment to improving safety in Hamilton, promoting cycling as an economic engine in tourism, and fostering a healthier community.

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.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” – 2019 Volunteer Committee Budget Submission HCyC

RJ:cr

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

Hamilton Cycling Committee (HCyC)

PART A: General Information

**Appendix “A” to Report PED18224
Page 2 of 4**

ADVISORY COMMITTEE MEMBERS:

Pierre Barras	Sharon Gibbons
Kate Berry	Kevin Love
Greg Blunsdon	Ann McKay
Jeff Axisa	Linda Meerveld
Robert Corsini	Cora Muis
Brandon Curtas	Brad Tyleman

MANDATE:

The purpose of the Hamilton Cycling Committee (HCyC) is to advise the City Government on all matters related to cycling, to monitor implementation of the Hamilton Cycling Master Plan, to encourage and participate in planning for bicycling facilities, to encourage citizens to cycle instead of drive, to educate the public on the benefits and necessities of cycling, and to integrate the work of neighbouring municipal bicycle committees.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

The Committee's goals are:

- Review progress in implementing the City of Hamilton Cycling Master Plan and to take action to influence progress if necessary;
- Ensure community input on specific details associated with implementing the Master Plan;
- Ensure that cycling needs are emphasized in all transportation related decisions;
- Encourage legislation and policy changes that are supportive of cycling;
- Promote cycling for transportation and recreation through relevant events;
- Educate the public on the benefits, necessities and safety aspects of cycling;
- Assist in establishing secure, adequate bicycle parking facilities;
- Represent the cycling community at City of Hamilton sponsored functions/events;
- Encourage the formation of, and liaise with other municipal cycling committees; and
- Foster a mutual respect between cyclists and other road users.

**Appendix "A" to Report PED18224
Page 3 of 4**

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Meeting expenses	\$ 1000
SUB TOTAL	\$ 1000.00

SPECIAL EVENT/PROJECT COSTS:

Promotions – cycling safety	\$ 4000
Promotions – local cycling	\$ 500
Special Cycling Events	\$ 4000
International Bike Show booth (Toronto)	\$ 1500
Conferences	\$ 1000
Ontario By Bike Tourism Promotions	\$ 500
Cycling and Gender Research	\$ 1000
SUB TOTAL	\$ 12,500.00

TOTAL COSTS	\$ 13,500.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$ 3500.00
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**Appendix "A" to Report PED18224
Page 4 of 4**

TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 10,000.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$10,000.00)	\$ 10,000.00

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: **Sharon Gibbons**

Signature:


Signature

Date: **August 1, 2018**

Telephone # :



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Roads and Traffic Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 10, 2018
SUBJECT/REPORT NO:	2019 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW18095) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Diedre Rozema (905)546-2424, Extension 5089
SUBMITTED BY:	Edward Soldo, P.Eng. Director, Roads and Traffic Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That the Keep Hamilton Clean and Green Committee's 2019 base budget submission attached as Appendix A to Report PW18095 in the amount of \$18,250, be approved and referred to the 2019 operating budget process for consideration;
- (b) That, in addition to the base funding, a one-time budget allocation of \$15,615, funded by the Volunteer Committee Reserve (112212), be approved and referred to the 2019 operating budget process for consideration.

EXECUTIVE SUMMARY

The Keep Hamilton Clean and Green (KHCG) Committee has prepared their annual funding request for proposed activities in 2019. With the endorsement of the KHCG Committee members, this request for funding is submitted to the Public Works Committee (Appendix A to Report PW18095) for review and consideration during the 2019 operating budget process.

The KHCG Committee is requesting a \$33,865 budget for 2019. This request is consistent with the previous years' approved base budget of \$18,250, with an additional \$15,615 funded by the Volunteer Committee Reserve. The additional funds to be directed toward enhanced support for graffiti initiatives and the purchase of additional clean up supplies to support growing volunteer efforts. As the term of Advisory

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**SUBJECT: 2019 Volunteer Committee Budget - Keep Hamilton Clean and Green
Committee (PW18095) (City Wide) – Page 2 of 6**

Committee members aligns with that of elected officials, additional funds are requested for a KHCG Committee orientation and work planning session to guide the committee's work over the next four years.

Alternatives for Consideration – See Page 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The KHCG Committee is requesting a 2019 budget of \$33,865 (Deptid 300361), representing a \$15,615 increase from the previous year budget allocation.

The funds will allow the KHCG Committee to deliver on its mandate to affect behaviours and attitudes conducive to a clean, healthy and safe community through leadership and action. Specifically, the funds will support the committee's on-going work of engaging citizens to take greater responsibility for improving our community environment through programs and initiatives aimed at litter prevention, illegal dumping prevention, graffiti management, neighbourhood beautification, and environmental stewardship.

Spending in 2018 included the purchase of Team Up to Clean Up supplies, the awarding of ten (10) Clean & Green Neighbourhood Grants, vouchers for victims of graffiti, the Keep America Beautiful (KAB) affiliate fee and expenses associated with one committee member's attendance at the KAB National conference.

The KHCG Committee is requesting a one-time budget allocation of \$15,615 from the Volunteer Committee Reserve (112212) to fund additional activities in 2019. The reserve balance as of November 2018 is \$35,344.

Staffing: Public Works staff will continue to act as staff liaison to the KHCG Committee. Due to its cross-program mandate, the KHCG Committee includes staff representation as required from Municipal Law Enforcement, Hamilton Police Services, and various divisions of the Planning and Economic Development and Public Works departments.

Legal: N/A

HISTORICAL BACKGROUND

A Council-endorsed citizen volunteer group has existed since municipal amalgamation to address litter, graffiti and beautification issues across the City. The committee's name was changed from the Clean City Liaison Committee to the Keep Hamilton Clean and

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**SUBJECT: 2019 Volunteer Committee Budget - Keep Hamilton Clean and Green
Committee (PW18095) (City Wide) – Page 3 of 6**

Green Committee in October 2013 to better reflect its alignment with the vision, principles and objectives of the Clean & Green Hamilton Strategy.

The KHCG Committee coordinates and promotes litter and graffiti remediation and prevention programs, as well as beautification and environmental stewardship initiatives in the community. Acting as the Board of the City's Keep America Beautiful (KAB) affiliate, the committee has initiated KAB programming such as the Cigarette Litter Prevention Program and has been successful in obtaining KAB training, grants and other benefits as a KAB affiliate.

In the fall of each year, the City's volunteer committees submit a proposed budget for the following operating year. The 2019 operating budget request attached to Report PW18095 as Appendix A was produced in consultation with the members of the KHCG Committee.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The recommendations provided in this report support the Vision and Mission of the City of Hamilton's 2016-2025 Strategic Plan and are fully aligned with the Clean and Green Priority.

The recommendations also support the three key principles of the Clean & Green Hamilton Strategy, as they:

- Contribute to an enhanced quality of life for our citizens through clean and green initiatives;
- Support community and stakeholder engagement through partnerships, collaboration and consultation, and;
- Contribute to the social, economic and environmental wellbeing of Hamilton.

RELEVANT CONSULTATION

In preparation of this report, staff consulted with the members of the KHCG Committee and externally with community organizations which anticipate an increase in the number of clean up volunteers in 2019 and associated Team Up to Clean Up supplies. Staff also consulted internally with internal groups working on the Graffiti Management Strategy to determine which graffiti related initiatives anticipated for 2019 could be supported by the committee and the cost of these initiatives. The 2019 operating budget request was reviewed and approved at the KHCG Committee meeting held on September 18, 2018.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The KHCG Committee is representative of Hamilton's citizen and business community, education sector and youth. Its mandate includes providing input and advice to staff and Council on engaging citizens to take greater responsibility for improving our community

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**SUBJECT: 2019 Volunteer Committee Budget - Keep Hamilton Clean and Green
Committee (PW18095) (City Wide) – Page 4 of 6**

environment. The committee's primary focus is fostering behaviours and attitudes conducive to a clean, healthy and safe community through leadership and action.

The proposed 2019 KHCG Committee base budget supports various activities that align with the five focus areas of the Clean & Green Hamilton Strategy: litter, illegal dumping, graffiti, beautification and environmental stewardship as follows:

Litter

- Lead the development and marketing of a coordinated cigarette litter prevention program
- Lead the promotion and collaboration with community partners for the implementation of Team Up to Clean Up
- Administer KAB's Community Appearance Index survey annually
- Support and promote City and community litter remediation and prevention initiatives

Illegal Dumping

- Support the development of educational and communication tools to prevent illegal dumping

Graffiti

- Support stakeholder engagement strategies and victim assistance initiatives with prevention and remediation tools and programs

Beautification

- Recognize volunteer contributions to beautification initiatives and projects that support the Clean & Green Hamilton Strategy
- Support neighbourhood beautification and greening initiatives as needed

Environmental Stewardship

- Support and promote the engagement of citizen volunteers in programs and initiatives that encourage ecological integrity and minimize human impact on natural habitats and ecosystems on public and private properties

The proposed 2019 KHCG Committee base budget includes administrative and meeting costs.

In 2017, the committee's citizen engagement programs resulted in over 8,000 bags of waste and 6,000 bags of recycling collected from public spaces in Hamilton through the efforts of over 23,000 volunteers. The success of citizen engagement programs in Hamilton stems from the clean-up supplies provided to volunteers free of charge. Expanding volunteer efforts within the community have required the KHCG Committee to request additional funds from the Volunteer Committee Reserve to support the

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**SUBJECT: 2019 Volunteer Committee Budget - Keep Hamilton Clean and Green
Committee (PW18095) (City Wide) – Page 5 of 6**

purchase of garbage and recycling bags in 2019. The purchase of bags is anticipated to cost approximately \$10,000 (due to minimum quantity requirements), which is \$4,748 more than what is budgeted for in the KHCG Committee annual base budget.

In 2018, the KHCG Committee provided \$2,000 to the Graffiti Management Strategy team to distribute gift cards to repeat victims of graffiti. In September 2018, Report PW11052(I) updated Council on the Clean & Green Hamilton Strategy and the success of the victim assistance program. To continue the success of this program in 2019, the KHCG Committee is requesting \$2,000 from the reserve to provide continued victim assistance support and an additional \$5,000 from the reserve to support a proactive graffiti prevention or deterrent initiative based on recommendations to be developed by the City's internal Graffiti Working Group.

The KHCG Committee also acts as the Board of Directors of the KAB affiliate. As such, the Board's mission is to engage citizens to take greater responsibility for improving the local environment. Turnover in membership is anticipated following the 2018 municipal election and a request for approximately \$3,867 from the reserve to fund an in-depth, facilitated orientation session has been put forward. The session will familiarize members with the Clean & Green Strategy and ensure the current priority actions are communicated to new members. In addition, the orientation session will allow members to raise new issues that they feel the committee should address and support the development of an action oriented workplan for the 2018-2022 term. The planning session will be an opportunity for the KHCG Committee to consider current activities, relationships and resource allocation and make improvements or realign to the community's needs if necessary.

ALTERNATIVES FOR CONSIDERATION

An alternative for consideration would be to eliminate or reduce support for the KHCG Committee in 2019. If the 2019 operating budget requests are not approved, an adjustment to the 2019 work plan to accommodate a lower funding level would be required. The orientation and work planning session to guide the committee's work for the 2018-2022 term would have to be reassessed. Alternate forms of funding would need to be found for the Team Up to Clean Up program, the Clean & Green Neighbourhood grant program that supports resident led greening and beautification projects, contributions towards the graffiti victim assistance and prevention programs and existing litter, graffiti and illegal dumping prevention programs. As the Board of the KAB affiliate, the KHCG Committee and City staff would further need to reassess the City's affiliation with the KAB organization.

It is the opinion of staff that the KHCG Committee's operating budget request of \$18,250 plus \$15,615 from the reserve is an investment in grassroots neighbourhood development initiatives, environmental stewardship initiatives and behaviour modification. It represents good value for the City and should be approved for the

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**SUBJECT: 2019 Volunteer Committee Budget - Keep Hamilton Clean and Green
Committee (PW18095) (City Wide) – Page 6 of 6**

purpose of including it in the 2019 operating budget deliberations. For these reasons, staff does not recommend eliminating or reducing support for the KHCG Committee in 2019.

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.

Clean and Green

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

APPENDICES AND SCHEDULES ATTACHED

Appendix A – 2019 Advisory Committees Budget Submission for the Keep Hamilton Clean & Green Advisory Committee

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CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

Keep Hamilton Clean & Green Advisory Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Larry Husack, Chair	Sue Dunlop, HWDSB Rep
Ron Speranzini, Vice Chair	Marisa DiCenso, HWCDSB Rep
Lennox Toppin	Councillor. Chad Collins – Council Rep
Bruce Thomson	Councillor. Tom Jackson – Council Rep
Mallory Pace	Councillor. Maria Pearson – Alternate Council Rep
Allan Mills	Diedre Rozema (Staff Liaison)
Rick Lipsitt	

MANDATE:

Reporting through the Public Works Committee, the Keep Hamilton Clean & Green (KHCG) committee will provide input and advice to staff and Council on engaging citizens to take greater responsibility for improving our community environments. The KHCG's primary focus is on effecting behaviours and attitudes conducive to a clean, healthy and safe community through leadership and action.

The committee will provide input and guidance to City staff, Council and other stakeholders on community involvement, private sector involvement and identification of resources to sustain Clean & Green Hamilton programs and initiatives that aim to beautify our community, promote environmental stewardship and prevent litter, illegal dumping and graffiti.

PART B: Strategic Planning

STRATEGIC OBJECTIVES: Litter

- Lead the development and marketing of a coordinated cigarette litter prevention program.
- Lead the promotion and collaboration with community partners for the implementation of Team Up to Clean Up.
- Administer Keep America Beautiful's Community Appearance Index survey in 2019.
- Support and promote City and community litter remediation and prevention initiatives.

Illegal Dumping

- Support the development of educational and communication tools to prevent illegal dumping.

Graffiti

- Support stakeholder engagement strategies and victim assistance initiatives with prevention and remediation tools.

Beautification

- Recognize volunteer contributions to beautification initiatives and projects that support the Clean & Green Hamilton Strategy.
- Support neighbourhood beautification and greening initiatives as needed.

Environmental Stewardship

- Support and promote the engagement of citizen volunteers in programs and initiatives that encourage ecological integrity and minimize human impact on natural habitats and ecosystems on public and private properties.

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 Refreshments	\$1,500
New Committee term – facilitated orientation and work planning session	\$3,867
Keep America Beautiful Network Service Fee	\$648
Training/Workshops	\$3,200
Parking	\$250
SUB TOTAL	\$9,465

SPECIAL EVENT/PROJECT COSTS:

Litter/Illegal Dumping prevention, citizen engagement and public education initiatives	\$12,225
Graffiti prevention and victim assistance initiatives	\$7,000
Beautification and greening, volunteer recognition and neighbourhood initiatives	\$5,175
SUB TOTAL	\$24,400

TOTAL COSTS	\$33,865
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$15,615
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TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 33,865
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$20,250)	\$20,250

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:Larry Husack

Signature:

Date:October 2, 2018

Telephone # :Staff Liaison Diedre Rozema ext. 5089



CITY OF HAMILTON
City Manager's Office
Human Resources

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	December 17, 2018
SUBJECT/REPORT NO:	2019 Budget Submission Volunteer Advisory Committee (HUR18021) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Jessica Bowen (905) 546-2424 Ext. 5164
SUBMITTED BY:	Lora Fontana, Executive Director Human Resources and Organizational Development
SIGNATURE:	

RECOMMENDATION

That the Volunteer Advisory Committee 2019 budget base submission be approved as follows and forwarded to the 2019 budget process (Audit, Finance and Administration Committee):

- (a) Advisory Committee on Immigrant & Refugees in the amount of \$3500.00;
- (b) Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee in the amount of \$4964.00. The LGBTQ committee's 2019 budget request totals \$3964.00 and an additional \$1000.00 is requested from the Committee's 2018 reserve;
- (c) Aboriginal Advisory Committee in the amount of \$3552.00;
- (d) Hamilton Mundialization Committee (HMC) in the amount of \$6390.00. The HMC's 2019 budget request totals \$5890.00 and \$500.00 is requested from the Committee's 2018 reserve fund in order to cover expenses that may arise from twin city visits or related to Mundialization events that arise throughout the year that are unplanned;
- (e) Hamilton Status of Women Committee in the amount of \$5500.00; The SWC 's 2019 budget request totals \$3500.00 and \$2000.00 is requested from the Committee's 2018 reserve fund in order to support the 2019 Women's March and 2019 Women of Distinction Awards;

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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.

**SUBJECT: 2019 Budget Submission Volunteer Advisory Committees
(HUR18021) (City Wide)** **Page 2 of 5**

- (f) Committee Against Racism (includes Lincoln Alexander Day Celebration) in the amount of \$15900.00. The Committee Against Racism's 2019 budget request totals \$8900.00 and \$7000.00 is requested from the Committee's 2018 reserve fund in order to provide ongoing support to the Hamilton Anti-Racism Resource Centre and to support anti-racism related community events.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Human Resources Volunteer Advisory Committee Budgets for 2019 in the amount of \$34,806.00 which is comprised of \$29306.00 as the 2019 base budget and \$10,500.00 which is requested from individual Advisory Committee reserves are being submitted with the recommendation that they be approved. Five (5) of the base budget requests are the same amounts as the 2018 approved budgets and one (1) of the base budget requests has increased by 1% to accommodate additional events for 2019. Four (4) Committees have requested to draw funds from their Advisory Committee Reserve to support ongoing initiatives in 2019. The total request from individual advisory committee reserves is \$10,500.00.

Alternatives for Consideration – See Page 2

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2019 for five (5) of the advisory committees is the same as the budget requested and approved for 2018. One (1) committee has requested an increase of 1% to accommodate for additional events that have planned in 2019.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

At their October and November 2018 meetings, the Human Resources Volunteer Advisory Committees gave consideration to their budget needs for 2019. Their base budget submissions are attached as Appendices A through to F to Report HUR18021 as approved.

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**SUBJECT: 2019 Budget Submission Volunteer Advisory Committees
(HUR18021) (City Wide)**

Page 3 of 5

The budget includes both incidental costs to support the Committees, as well as additional costs for specific events, programs and initiatives. The following is a summary of the request and detailed requests are attached as Appendices A to F to Report HUR18021.

Committee Name	2018 Approved	2018 Base	2019 Base Increase	2019 Base Request	Request from Reserve	Total 2019 Request
Advisory Committee on Immigrant & Refugees (Appendix A)	\$3500.00	\$3500.00	-	\$3500.00	-	\$3500.00
Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee (Appendix B)	\$3942.00	\$3942.00	\$22.00	\$3964.00	\$1000.00	\$4964.00
Aboriginal Advisory Committee (Appendix C)	\$3552.00	\$3552.00	-	\$3552.00		\$3552.00
Hamilton Mundialization Committee (Includes Kids for Kaga) (Appendix D)	\$5890.00	\$5890.00	-	\$5890.00	\$500.00	\$6390.00
Hamilton Status of Women Committee (Appendix E)	\$3500.00	\$3500.00	-	\$3500.00	\$2000.00	\$5500.00
Committee Against Racism (includes Lincoln Alexander Day Celebrations) (Appendix F)	\$8900.00	\$8900.00	-	\$8900.00	\$7000.00	\$15900.00

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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.

**SUBJECT: 2019 Budget Submission Volunteer Advisory Committees
(HUR18021) (City Wide)** **Page 4 of 5**

In accordance with the volunteer committee budget process, the budgets are recommended for approval.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTST

The Volunteer Advisory Committees are 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. This provides the Committee with an opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. Some of the committees have not yet determined all of their activities for 2019. Should additional funding for any of the Advisory Committees be required in 2019 and be available in the volunteer advisory committee reserves, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Volunteer Advisory Committees discussed their 2019 budget needs at their October and November 2018 Committee meetings.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendation will provide funding for the operations of the Volunteer Advisory Committees to enable them to continue to fulfil their terms of reference. One (1) of the Volunteer Advisory Committees (LGBTQ) is requesting a modest increase in their base budget of \$22.00.

ALTERNATIVES FOR CONSIDERATION

The alternative would be not to fund the operations of the Advisory Committees. 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 otherwise not be heard.

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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.

**SUBJECT: 2019 Budget Submission Volunteer Advisory Committees
(HUR18021) (City Wide)** **Page 5 of 5**

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 HUR18021 - Immigrant & Refugees Advisory Committee
- Appendix B to Report HUR18021 - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee
- Appendix C to Report HUR18021 - Aboriginal Advisory Committee
- Appendix D to Report HUR18021 - Hamilton Mundialization Committee
- Appendix E to Report HUR18021 - Hamilton Status of Women Committee
- Appendix F to Report HUR18021 - Committee Against Racism

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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.

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

Advisory Committee for Immigrants and Refugees

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Sam Abraham		
Suad Badri		
Beau Daniels		
Dena Honig		
Maria-Ines (Mané) Arratia	Zenaida Roque Cruz (LOA)	
Eman Ismail-Elmasri		
Leo Johnson		
Holly McKean		
Mir Nazmul Islam		
Yohana Otite		
Marie Robbins		

MANDATE:

The Advisory Committee on Immigrants & Refugees, through the appropriate Standing Committee of Council, is a mandated advisory committee of the City of Hamilton, making recommendations to City Council and staff about policies, procedures and guidelines which address the needs and concerns of people who are immigrants or refugees.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- To ensure co-ordination and information sharing about immigrant and refugee issues throughout the City government.
- To complement and collaborate with the work of the City of Hamilton's Committee Against Racism, wherever possible.
- To liaise with community agencies and committees to encourage a more co-ordinated and responsive community services network of services dealing with multicultural issues.
- To ensure the right of access for immigrants and refugees to City of Hamilton programs, services and facilities.
- To provide a forum where immigrants, refugees, service providers and the broader community can express concerns, share information and recommend improvements to service levels for immigrants and refugees, through the appropriate Standing Committee of Council.

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 Meetings Expenses (photocopying, refreshments, advertising, postage, etc.)	\$1,500.00
SUB TOTAL	\$ 1,500.00

SPECIAL EVENT/PROJECT COSTS:

Hosting the annual Newcomer Open House and preparing and disseminating the Newcomer Guide to Hamilton.	\$ 2,000.00
SUB TOTAL	\$ 2,000.00

TOTAL COSTS	\$ 3,500.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) The request from reserves is to cover expenses that may arise as a result of initiating an Employer Recognition award for hiring practices that facilitate the hiring of Immigrants, Newcomers and Refugees)	\$ 2,000.00
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TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 3,500.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$3,500.00)	\$ 3,500.00

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: **Leo Johnson**

Signature:



Date:

October 11, 2018

Telephone # :

905 541 2509

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

**LESBIAN, GAY, BISEXUAL, TRANSGENDER, AND QUEER (LGBTQ)
ADVISORY COMMITTEE**

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Marlon Picken	
Violetta Nikolskaya	
Kate Dalton	
Ronald Vine	
David Da Silva	
James Diemert	
Autumn Getty	

MANDATE:

The Lesbian, Gay Bisexual, Transgender and Queer Advisory Committee (LGBTQ), through its appropriate Standing Committee of Council, is a mandated advisory committee of the City of Hamilton. To eliminate barriers experienced by LGBTQ communities by giving voice to the perspective of LGBTQ individuals and evaluating the City on its related efforts. The Committee does this by making recommendations to Council and staff in order that the City of Hamilton will excel in providing services to and interfacing with members of the LGBTQ communities.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

To provide opportunities for members of Hamilton's diverse LGBTQ communities to share stories, impart information, raise concerns and recommend changes as they relate to the way the City develops by-laws, policies, programs and services that impact LGBTQ communities, through the appropriate Standing Committee of Council.

To provide advice and recommendations to City council and staff with respect to the implementation of by-laws, policies, programs and services that impact LGBTQ communities.

To educate and increase the awareness and understanding of City Council and staff on issues that impact LGBTQ communities.

To facilitate access to accurate information about LGBTQ communities, including an up-to-date list of LGBTQ positive spaces, programs, resources and organizations.

To acknowledge and respect the diversity of Hamilton's LGBTQ communities, including those voices not represented at the Committee table, with respect to gender identity, sexual orientation, age, ability, ethno-cultural background and socio-economic status.

To review the progress and measure of success of the Committee and its activities on a regular basis.

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.)	
SUB TOTAL	\$1,500.00

SPECIAL EVENT/PROJECT COSTS:

<ul style="list-style-type: none"> • Partnership in the development and sharing of community resources and information • Social marketing regarding positive spaces, including materials, focus groups, awareness, etc • Partner with community groups for awareness campaigns at significant events in the LGBTQ community • Subsidizing membership participation in workshops/conferences relevant to committee objectives 	
SUB TOTAL	\$2,414.00

TOTAL COSTS	\$3,964.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$1,000.00
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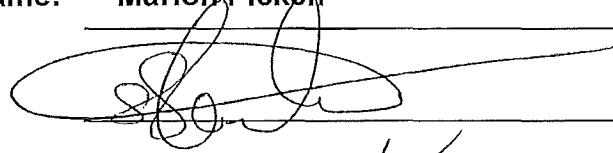
TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 3,964.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$3942.00)	\$3,942.00

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: Marlon Picken

Signature:



Date:

NOV 15/18

Telephone # :

905.902.7707

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

ABORIGINAL ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Connie Bellamy	
Scott Cruickshank	
Deborah Elmes	
Sheryl Green	
Patty Lawlor	
Marilyn Wright	
Allan Loft	
Khitanya Petgrave	

MANDATE:

"The Aboriginal Advisory Committee is a Council mandated advisory committee of the City of Hamilton. To address issues of mutual interest and/or concern and to enhance and to empower the Aboriginal community.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

To assist the City in achieving and demonstrating progress or positive change in support of the equitable economic, social, health and overall wellbeing of Aboriginal citizens.

To provide a forum and mechanism for co-ordinated dialogue and consultation between and among Aboriginal leaders and other stakeholders, acting as a catalyst for the development of positive relationships and open, transparent dialogue between and among the City and these stakeholders.

To offer input, advice and recommendations informed by stakeholder consultation to support the City in determining effective municipal strategies and/or policies on issues of importance to Aboriginal peoples.

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, signage, postage, etc.)	\$1000.00
SUB TOTAL	\$1000.00

SPECIAL EVENT/PROJECT COSTS:

To include: - National Aboriginal Day - Housing First Projects and events - Truth & Reconciliation projects and community workshops - Support for community engagement activities	\$2552.00
SUB TOTAL	\$2552.00

TOTAL COSTS	\$3552.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$N/A
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TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 3552.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$3552.00)	\$ 3552.00

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: Marilyn Wright

Signature:

Date:

Telephone # :

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

Hamilton Mundialization Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Ron Vine	
Rein Ende	
Patricia Semkow	
Robert Semkow	
Nick van Velzen	

MANDATE:

- To facilitate and support peace initiatives and the twinning relationships between Hamilton and its ten twin-cities around the world.
- To assist Council in implementing its Mundialization resolution.
- To complement and affirm the objectives of the "Strengthening Hamilton Community Initiative" of the City.
- To support any and all relationships with the City of Hamilton's Twin Cities

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- To carry out the mandate of the committee with activities such as
 - Ongoing Kaga/Hamilton events commemorating the 50 year plus relationship between Kaga and Hamilton (Dundas)
 - Anniversary twinning events or other twinning events as identified (e.g. Racalmuto Regional events)
 - World Citizenship award
 - Photo Contest
 - Hiroshima- Nagasaki Vigil
- Ongoing review of Mundialization relationships and processes thereof.
- The benefit of participation is the enhancement of relationships between the citizens of our twin communities both locally and internationally and the citizens of the City of Hamilton.

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 Meetings Expenses (photocopying, refreshments, advertising, postage, etc.)	\$1,500.00
SUB TOTAL	\$ 1,500.00

SPECIAL EVENT/PROJECT COSTS:

Hiroshima – Nagasaki Vigil, World Citizenship Award and/or photo contest, other twinning events (e.g. Racalmuto events)	\$ 2,390.00
Kids for Kaga support for exchange program	\$2,000.00
SUB TOTAL	\$ 4,390.00

TOTAL COSTS	\$ 5,890.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) The request from reserves is to cover expenses that may arise as a result of twin city visits or unanticipated events	\$ 500.00
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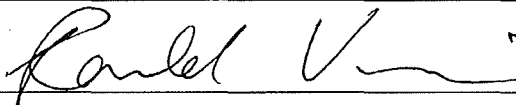
TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 5, 890.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$3,500.00)	\$ 5, 890.00

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: Ron Vine

Signature:



Date:

October 11, 2018

Telephone # :

905-543-0367

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

STATUS OF WOMEN COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Denise Christopherson	
Miracle Chukwu	
Katie Hood	
Katherine Kalinowski	
Jan Lukas	
Marie Robbins	
Zenaida Roque Cruz (LOA)	
Doreen Ssenabulya	
Yulena Wan	

MANDATE:

The Status of Women Committee is a Council mandated advisory committee of the City of Hamilton. To act as an advisory committee of Council on matters pertaining to women and to provide input with respect to matters of municipal concern.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

To define, investigate, study, and make recommendations on issues of concern affecting women of the City of Hamilton and other matters of social or municipal concern including matters referred to this Committee by City Council, staff and City of Hamilton committees.

To inform citizens of the City of Hamilton on issues affecting women.

To actively encourage women to participate in all aspects of society and support them in their life choices.

To advise citizens of the City of Hamilton of decisions made by City Council which may impact on women including matters of social concern and those referred to City Council by this Committee.

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 Meetings Expenses (photocopying, refreshments, advertising, postage, etc.)	\$ 1,000.00
SUB TOTAL	\$ 1,000.00

SPECIAL EVENT/PROJECT COSTS:

Initiatives to be determined by the new 2019 Committee	\$ 2,500.00
SUB TOTAL	\$ 2,500.00

TOTAL COSTS	\$ 3,500.00
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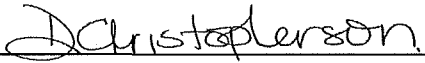
Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) To support 2019 Women's March and 2019 Women of Distinction Awards.	\$ 2,000.00
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TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$ 3,500.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$ 3,500)	\$ 3,500.00

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: Denise Christopherson

Signature: 

Date: December 3, 2018

Telephone #: 905-522-9922 ext. 101

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

COMMITTEE AGAINST RACISM

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Marlene Dei-Amoah	Daniel Ramos
Jessica Brennan	Joseph Scott
Tyrone Childs	Nerene Virgin
Ashok Kumar	Janice Webster
Louic LeBlanc	
Winston Morrison	
Steve Petgrave	
Taimur Qasim	

MANDATE:

The Committee Against Racism is a volunteer advisory Committee of the City of Hamilton, appointed by Council. Members comprise of residents of the City of Hamilton, representing diverse background and cultures. The mandate of the Committee Against Racism is to advise, advocate and consult on relevant issues in the community of Hamilton relating to racism and its consequences, including anti-racism strategies.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

To work actively with institutions and all other relevant organizations, including education, police services, emergency services, public, private, voluntary sector and all levels of government to advise, consult, advocate and to promote proactive measures pertaining to racism and its consequences.

To initiate and facilitate discussions between individuals and/or groups to address issues and concerns of racism and/or while promoting respect and understanding in the community.

To make recommendations to the City of Hamilton on issues relating to Equity in Employment as well as issues relating to anti-racism.

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	
5) Built Environment & Infrastructure	X	6) Culture & Diversity	X
7) Our People & Performance			

PART C: Budget Request

INCIDENTAL COSTS:

Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)	
SUB TOTAL	\$900.00

SPECIAL EVENT/PROJECT COSTS:

Initiatives by the Committee, including the following:	
1) Lincoln Alexander Day	5000.00
2) Black History Month	3000.00
SUB TOTAL	\$8000.00

TOTAL COSTS	\$8900.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$7000.00
For the purposes of:	
- Ongoing support to the Hamilton Anti-Racism Resource Centre = 5000.00	
- Support of anti-racism related community events = 2000.00	

TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$8,900.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$8,900.00)	\$8,900.00

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: **Marlene Dei-Amoah**

Signature:

Marlene Dei-Amoah

Date:

November 13, 2018

Telephone # :



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

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

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.

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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

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

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

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OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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

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

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

Housing and Homelessness Advisory Committee (HHAC)

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

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

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			
1) Community Engagement & Participation	X	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	X	4) Clean & Green	
5) Built Environment & Infrastructure		6) Culture & Diversity	
7) Our People & Performance			

PART C: Budget Request

INCIDENTAL COSTS:

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

SPECIAL EVENT/PROJECT COSTS:

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

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

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

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

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

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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.

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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.

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.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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.

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
SUB TOTAL	\$1500.00

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
SUB TOTAL	\$ 1000.00
TOTAL COSTS	\$ 2500.00
Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$
TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$2500.00
PREVIOUS YEAR (2018) APPROVED BUDGET (2018 Request \$ 1500.00)	\$1500.00

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

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

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.

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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

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**

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

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

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

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:

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

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"> - postage, printing, parking - 7 general meetings, 4 event planning meetings and 1 meeting with all Veteran Organizations within the City of Hamilton - Name tags & arms bands 	\$2,000
SUB TOTAL	\$2,000

SPECIAL EVENT/PROJECT COSTS:

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

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

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**

Signature: *David Steckham*

Date: **September 14th, 2018**



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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	December 12, 2018
SUBJECT/REPORT NO:	Arts Advisory Commission 2019 Budget Submission (PED18235) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Ken Coit (905) 546-2424 Ext. 6281
SUBMITTED BY:	Anna M. Bradford Director, Tourism and Culture Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

That the Arts Advisory Commission 2019 base budget submission, attached as Appendix 'A' to Report PED18235, in the amount of \$9,000, be approved and referred to the 2019 budget process for consideration.

EXECUTIVE SUMMARY

The 2019 budget request will enable the Arts Advisory Commission (AAC) to fulfil its mandate and is consistent with the previous years' budget requests.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: For 2019, the AAC has requested a base budget of \$9,000. The 2018 base budget was \$9,000.

Staffing: N/A

Legal: N/A

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

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

SUBJECT: Arts Advisory Commission 2019 Budget Submission (PED18235) (City Wide) - Page 2 of 3

HISTORICAL BACKGROUND

The Arts Advisory Commission has the following mandate:

To recommend activities for the stabilization and strengthening of the arts community; to inform Council of issues and achievements in the Hamilton arts community; to liaise with and act as a point of contact for members of the arts community regarding issues affecting the arts community; to monitor and assist with the implementation of the Public Art Program; to monitor and assist with the implementation of the Arts Awards Program

The primary focus of the Arts Advisory Commission over the last three years has been community outreach as outlined in the Big Picture 2017 Art Forum event and report.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

In preparation of Report PED18235, Tourism and Culture Division staff consulted with the Arts Advisory Commission, which approved the 2019 Budget Submission, attached as Appendix A to Report PED18235, at its July 24, 2018 meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In 2019 the Arts Advisory Commission (AAC) will be undertaking a number of initiatives, identified in the Big Picture 2017 arts community consultation report needed for the community to grow and to continue contributing to the quality of life and economy of Hamilton.

In addition, the AAC will continue to fulfil its on-going responsibilities with regards to the City of Hamilton Arts Awards, the Public Art Program and to deal with relevant issues as they arise.

ALTERNATIVES FOR CONSIDERATION

N/A

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**Community Engagement & Participation**

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SUBJECT: Arts Advisory Commission 2019 Budget Submission (PED18235) (City Wide) - Page 3 of 3

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.

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 PED18235 – 2019 Arts Advisory Commission Budget Submission

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CITY OF HAMILTON

2019

ADVISORY COMMITTEES

BUDGET SUBMISSION

ARTS ADVISORY COMMISSION

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Kyle Skinner – Co-Chair	Monika Ciolek – Co-Chair
Christine Braun	Elena Balaska
Patricia LeClair	Peter Malysewich
Ray Rivers	Sara Dickenson
Councillor Donna Skelly	Councillor Sam Merulla
Councillor Arlene VerderBeek - Alternate	

MANDATE:

To recommend activities for the stabilization and strengthening of the arts community; to inform Council of issues and achievements in the Hamilton arts community; to liaise with and act as a point of contact for members of the arts community regarding issues affecting the arts community; to monitor and assist with the implementation of the Public Art Program; to monitor and assist with the implementation of the Arts Awards Program.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

In 2019 the Arts Advisory Commission (AAC) will be undertaking a number of initiatives, identified in the Big Picture 2017 arts community consultation report needed for the community to grow and to continue contributing to the quality of life and economy of Hamilton.

The AAC continues its work monitoring and assisting with the implementation of the Public Art Program and the City of Hamilton Arts Awards Program.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Refreshments for Committee Meetings (6 regular AAC meetings and Sub Committee meetings)	\$1,000
Off-site Meetings	\$ 200
Refreshments for Training Sessions and Sub-Committees	\$ 500
Binders, office supplies, printing, etc.	\$ 500
Printing costs for reports, etc.	\$ 100
SUB TOTAL	\$2300

SPECIAL EVENT/PROJECT COSTS:

Arts community support and outreach events	\$6700
SUB TOTAL	\$9000

TOTAL COSTS	\$9000
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$0
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TOTAL 2019 BUDGET REQUEST (net of reserve funding)	\$9,000
PREVIOUS YEAR (2018) APPROVED BUDGET (2019 Request \$9,000)	\$9,000

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: Kyle Andrew Skinner

Signature: 

Date: Oct 25th/2018

Telephone #: _____

7.10

Deferred to the Operating Budget Process by the General Issues Committee at its Capital Budget meeting of January 21, 2019:

(i) 2019 Tax Supported Capital Budget (Update) (FCS18097) (City Wide) (Item 6.1)

Sub-section (d) to Report FCS18097, respecting the 2019 Tax Supported Capital Budget, which reads as follows, was deferred to the January 31, 2019 GIC Operating budget (Corporate Financials) meeting for further discussion:

- (d) That the operating budget and Full Time Equivalent (FTE) impacts of the 2019 Tax Supported Capital Budget in the amount of \$2,892,490 and 24.24 FTEs, attached hereto as Appendix "A", be incorporated into the 2019, or future, Tax Supported Operating Budgets.

OPERATING BUDGET IMPACTS & FTE IMPACTS FOR PROJECTS INCLUDED IN THE 2019 FINANCING PLAN

	Operating Impact anticipated with 2019 Approval of Capital Project		Anticipated Year Operating Impact will be realized (based on one year following final year of construction, actual timing may vary)					
	FTE (#)	\$ (000's)	2019		2020		2021	
			FTE (#)	\$ (000's)	FTE (#)	\$ (000's)	FTE (#)	\$ (000's)
<u>City Manager</u>								
Human Resources								
20519579703		Performance and Learning Management System		150.00		150.00		
		Total City Manager		150.00				
<u>Planning & Economic Development</u>								
Licencing and By-Law								
4501951900		Vehicle Purchases - Licencing		22.59	22.59			
4501957900		Handheld Ticketing Device-System Integration		82.00		82.00		
Urban Renewal								
8201703706		Community Downtowns and BIA		11.00		11.00		
Planning Services								
8121957900		3D Model Development		3.00		3.00		
Tourism and Culture								
7201841803		St. Mark's Interior Restoration	0.50	42.00		0.50	42.00	
		Total Planning & Economic Development	0.50	160.59				
<u>Healthy and Safe Communities</u>								
Paramedic								
7641951102		Paramedic Helmet Replacement		17.00		17.00		
7641951103		Ambulance Enhancement	10.00	670.00	10.00	670.00		
		Total Healthy and Safe Communities	10.00	687.00				
<u>Corporate Services</u>								
Information Technology (IT)								
3501857801		IT Strategy and Enterprise Architecture	1.00	125.00	1.00	125.00		
3501957905		Strategic Theme Enabling	.25	275.00	.25	40.00	235.00	
3501857806		Data Centre HVAC		7.00		7.00		
3501957906		IT Strategy - Strategic Theme IT Optimization		2.00		2.00		
Customer Service & POA								
2051957901		Corporate Wide Customer Experience Feedback Program		157.00		157.00		
		Total Corporate Services	1.25	566.00				
<u>Public Works Tax Funded</u>								
Corporate Facilities								
3541849003		Backflow Prevention for Various Facilities		120.00		120.00		
		Sub-Total Corporate Facilities	-	120.00				
Recreation Facilities								
7101841800		Parks North Yard at Bayfront Park		30.00		30.00		
		Sub-Total Recreation Facilities	-	30.00				
Forestry & Horticulture								
4451953444		Tree Planting Program		67.40		67.40		
		Sub-Total Forestry & Horticulture	-	67.40				
O & M - Parks & Cemeteries								
4401956001		Leash free Dog Park Program		5.00		5.00		
4401951601		Equipment Acquisition (DC) Program		75.00		75.00		
		Sub-Total O & M - Parks & Cemeteries	-	80.00				

