



**City of Hamilton**  
**GENERAL ISSUES COMMITTEE**

**Meeting #:** 19-027  
**Date:** December 4, 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. CEREMONIAL ACTIVITIES**

1.1 Hamilton-Halton Home Builders' Association 2019 Environmental Leadership Award

**2. APPROVAL OF AGENDA**

(Added Items, if applicable, will be noted with \*)

**3. DECLARATIONS OF INTEREST**

**4. APPROVAL OF MINUTES OF PREVIOUS MEETING**

4.1 November 20, 2019

**5. COMMUNICATIONS**

**6. DELEGATION REQUESTS**

**7. CONSENT ITEMS**

7.1 2018 Municipal Election Summary (CL19011) (City Wide)

7.2 2019 S&P Global Ratings Credit Rating Review (FCS19089) (City Wide)

7.3 Reappointment of Members of Council to the Board of Directors of City of Hamilton Owned Corporations (LS19046) (City Wide)

**8. PUBLIC HEARINGS / DELEGATIONS**

## 9. STAFF PRESENTATIONS

- 9.1 Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide)
- 9.2 Hamilton Light Rail Transit (LRT) Project Update and Other Metrolinx Initiatives (PED19100(a)) (City Wide)

## 10. DISCUSSION ITEMS

- 10.1 International Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19234) (Ward 2)
- 10.2 Downtown Hamilton Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19223) (Ward 2)
- 10.3 Barton Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2020 (PED19219) (Ward 3)
- 10.4 Concession Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19222) (Ward 7)
- 10.5 Ancaster Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19220) (Ward 12)
- 10.6 Downtown Dundas Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19221) (Ward 13)
- 10.7 Business Improvement Area Advisory Committee Report 19-011, November 12, 2019
- 10.8 Arts Advisory Commission 2020 Budget Submission (PED19231) (City Wide)
- 10.9 2020 Budget Submission – Advisory Committee for Persons with Disabilities (HUR19025) (City Wide)
- 10.10 Advisory Committee for Persons with Disabilities Report 19-010, November 12, 2019
- 10.11 Community Benefits Protocol Advisory Committee (HSC19066) (City Wide)
- 10.12 Stormwater Rate Program (PW19109) (City Wide)
- 10.13 2020 Tax Supported User Fees (FCS19092) (City Wide)
- 10.14 New Municipal Flexibility for Vacant Unit Rebates and Vacant/Excess Land Subclasses (FCS17021(b)) (City Wide)



- 10.15 Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (City Wide)

## 11. MOTIONS

- 11.1 Support of Private Member's Bill to Reverse Pit Bull Ban in Ontario

## 12. NOTICES OF MOTION

- 12.1 GRIDS 2 Transportation and Infrastructure Assessment

## 13. GENERAL INFORMATION / OTHER BUSINESS

- 13.1 Item to be removed:

- 13.1.a City-Wide Stormwater Rate Program Review(Addressed as Item 10.12 on today's agenda – Report PW19019)

## 14. PRIVATE AND CONFIDENTIAL

- 14.1 Closed Session Minutes – November 20, 2019

Pursuant to Section 8.1, Sub-sections (d), (e), (f) and (k) of the City's Procedural By-law 18-270; and, Section 239(2), Sub-sections (d), (e), (f) and (k) of the *Ontario Municipal Act*, 2001, as amended, as the subject matters pertain to Labour relations or employee negotiations, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

- 14.2 Acquisition of Land in the Barton-Tiffany Area (PED19233) (Ward 2)

Pursuant to Section 8.1, Sub-section (c) of the City's Procedural By-law 18-270, and Section 239(2), Sub-section (c) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to a proposed or pending acquisition or disposition of land for City purposes.

14.3 Expropriation of 55 Queenston Road (City Motor Hotel) - Proposed Partial Settlement LS12009(e) (Ward 4)

Pursuant to Section 8.1, Sub-sections (e) and (f) of the City's Procedural By-law 18-270, and Section 239(2), Sub-sections (e) and (f) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

14.4 Ontario Nurses' Association, Local 50, Public Health Services, Ratification of Collective Agreement (HUR19029) (City Wide)

Pursuant to Section 8.1, Sub-section (d) of the City's Procedural By-law 18-270, and Section 239(2), Sub-section (d) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to labour relations or employee negotiations.

**15. ADJOURNMENT**



## **GENERAL ISSUES COMMITTEE MINUTES 19-024**

9:30 a.m.

Wednesday, November 20, 2019

Council Chambers

Hamilton City Hall

71 Main Street West

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

**Absent:** Mayor F. Eisenberger - Other City Business  
Councillors B. Clark and B. Johnson – Other City Business  
Councillor T. Whitehead – Personal

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

- 1. Revised Ottawa Street Business Improvement Area (BIA) Board of Management (PED19214) (Wards 3 and 4) (Item 7.1)**

**(Nann/Pauls)**

That the following individuals be appointed to the Ottawa Street Business Improvement Area (BIA) Board of Management:

- Bill Cartwright

**Result:** Motion **CARRIED** by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr  
YES - Ward 3 Councillor Nrinder Nann  
YES - Ward 4 Councillor Sam Merulla  
YES - Ward 5 Councillor Chad Collins  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 7 Councillor Esther Pauls  
NOT PRESENT - Ward 8 Councillor John-Paul Danko  
YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
NOT PRESENT - Mayor Fred Eisenberger  
YES - Ward 15 Councillor Judi Partridge

NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 NOT PRESENT - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**2. Revised International Village Business Improvement Area (BIA) Board of Management (PED19215) (Ward 2) (Item 7.2)**

**(Nann/Pauls)**

That the following individuals be appointed to the International Village Business Improvement Area (BIA) Board of Management:

- (i) Sarah Jang

**Result: Motion CARRIED by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 NOT PRESENT - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 NOT PRESENT - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**3. Municipal Property Assessment Corporation (MPAC) Responses to Committees Questions and Concerns regarding Maintenance of the Voters List (from the September 9, 2019 GIC) (Item 7.3)**

**(Nann/Pauls)**

That the Municipal Property Assessment Corporation's (MPAC) Responses to Committees Questions and Concerns regarding Maintenance of the Voters List (from the September 9, 2019 GIC), be received.

**CARRIED**

**4. West Harbour Development Sub-Committee Report 19-003, October 22, 2019 (Item 10.1)****(Collins/Merulla)****(a) Increase of 0.13% for Capital Financing of West Harbour Development (Item 10.1)**

That the matter of a 0.13% increase for capital financing of West Harbour Development for a total of 1.3% tax increase, be received.

**(b) Piers 6 and 7 Commercial Village Activation Plan (PED19191(a)) (Ward 2) (Item 10.2)**

- (i) That staff report back to the West Harbour Development Sub-Committee with draft sale documents for approval, including recommendations on the disposition phasing and conditions of sale that seek to ensure that development of any disposed lands happens in a timely fashion, contributes to the success and vibrancy of the public space on Piers 6 and 7, provides a high quality of design, and recognizes Hamilton's declared climate emergency by adhering to environmentally sustainable building principles; and,
- (ii) That staff from the Tourism and Culture Division be directed to prepare and execute an agreement with an external entity to a maximum value of \$40,000 for the implementation of operating and programming temporary animation of the Piers 5 to 8 lands, with nominal cost for leasing of the lands, for the period beginning in the Spring season of 2020 to approximately the end of the Fall season 2020, to be funded through Project 4411606003 (West Harbour Community Engagement) in a manner and on conditions deemed appropriate by the General Manager of the Planning and Economic Development Department, and in a form acceptable to the City Solicitor.

**(c) West Harbour Strategic Initiatives Piers 5-7 Public Realm Capital Works (PW19090) (Ward 2) (Item 10.3)**

- (i) That staff be authorized to direct the Hamilton Waterfront Trust to proceed with tenders for 100% of the previously approved Capital works, in the amount of \$13.5M, on Piers 5-7 for the following projects in 2019:
  - (1) Project ID 4411506107 – Piers 5-7 Marina Shoreline Rehab (Approved Budget \$10.2M); and,

- (2) Project ID 4411606102 – Piers 5-7 Boardwalk (Approved Budget \$3.3M);
- (ii) That staff be directed to make necessary modifications to the West Harbour Capital program to re-direct funding allocated to future projects to the Piers 5-7 Public Realm Project with the intent to not increase the overall program budget in years 2020-2022; and,
- (iii) That construction of the permanent Macassa Bay Police Marine Unit facility be deferred to 2022+ in order to allow the City to optimize the value of the investment made in the temporary structure.

**Result: Motion CARRIED by a vote of 10 to 1, as follows:**

YES - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 NO - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**5. GRIDS 2 and Municipal Comprehensive Review – Consultation Update and Employment Land Review (PED17010(f)) (City Wide) (Item 10.2)**

**(Pearson/Danko)**

- (a) That the draft Employment Land Review Report, attached as Appendix “C” to Report PED17010(f), be received;
- (b) That staff be authorized and directed to commence public consultation on the draft Employment Land Review Report, in addition to other GRIDS2 / MCR topics including intensification and density targets and report back to the General Issues Committee on the results of the consultation, prior to the finalization of the Employment Land Review;

- (c) *That staff be directed to consider the removal of the lands located at 395 Centennial Parkway North, 185 Bancroft Street and 25 Arrowsmith Road (site of the future GO Station and associated parking) from the Light Industrial designation within the Centennial Neighbourhoods Secondary Plan; and,*
- (d) *That the lands located at 395 Centennial Parkway North, 185 Bancroft Street and 25 Arrowsmith Road (site of the future GO Station and associated parking) be considered for a Mixed-Use designation or other appropriate designation, as part of the Employment Land Review being completed as part of the Municipal Comprehensive Review.*

**Result: Main Motion, AS AMENDED, CARRIED by a vote of 10 to 0, as follows:**

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**6. Open for Business Sub-Committee Report 19-003 (Item 10.3)**

**(Pearson/Partridge)**

- (a) Continuous Improvements Process Review - Financial Incentive Program Metrics - Case Study No. 28 (Item 7.2)**

That the Continuous Improvements Process Review - Financial Incentive Program Metrics - Case Study No. 28, be received.

**(b) Responding to Increased Demand & Growth in Film Sector to Increase Economic Impacts & Implement Continuous Improvements - Case Study No. 27 (Added Item 9.2)**

That Case Study No. 27, Responding to Increased Demand & Growth in Film Sector to Increase Economic Impacts & Implement Continuous Improvements, be amended to add the sub-sections (b) and (c) to read as follows:

- (i) That Case Study No. 27, Responding to Increased Demand & Growth in Film Sector to Increase Economic Impacts & Implement Continuous Improvements, be received;
- (ii) That staff be directed to report back to the Open for Business Sub-Committee respecting the gross and net financial benefit to the City of Hamilton and the Film Office; and,
- (ii) That staff be directed to provide an annual report respecting the gross and net financial benefit for the City of Hamilton to the Film Office to the General Issues Committee, for their information.

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

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark



**7. Maintenance Services at Macassa and Wentworth Lodges  
(HSC19062/PW19092) (Wards 7 and 13) (Item 14.2)**

**(Pauls/VanderBeek)**

- (a) That the direction provided to staff in Closed Session, respecting Report HSC19062/PW19092 - Maintenance Services at Macassa and Wentworth Lodges, be approved and remain confidential until approved by Council; and,
- (b) That Report HSC19062/PW19092 - Maintenance Services at Macassa and Wentworth Lodges, remain confidential.

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

YES - Ward 2 Councillor Jason Farr  
 NOT PRESENT - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 NOT PRESENT - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 YES - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**8. Potential Regulatory Litigation Update (Item 14.3) (no copy)**

**(Pearson/Ferguson)**

- (a) That the direction provided to staff in Closed Session respecting the Potential Regulatory Litigation Update, be approved; and,
- (b) That the update and the direction provided in Closed Session, respecting the Potential Regulatory Litigation Update, remain confidential.

**Result: Motion CARRIED by a vote of 9 to 1, as follows:**

YES - Ward 2 Councillor Jason Farr  
 NOT PRESENT - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 NOT PRESENT - Ward 5 Councillor Chad Collins

YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 NO - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 YES - Ward 13 Councillor Arlene VanderBeeck  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**FOR INFORMATION:**

**(a) APPROVAL OF AGENDA (Item 2)**

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

**1. CONSENT ITEMS (Item 7)**

- 7.3 MPAC Responses to Committees Questions and Concerns regarding Maintenance of the Voters List (from the September 9, 2019 GIC)

**2. PUBLIC HEARINGS / DELEGATIONS (Item 8)**

- 8.3 Rob D'Amico and Stan Double, Hamilton Professional Firefighters Association, respecting Support for the Firefighter Memorial at Gage Park

This delegation has been withdrawn at this time.

**3. PRIVATE & CONFIDENTIAL**

- 14.3 Potential Regulatory Litigation

Pursuant to Section 8.1, Sub-sections (e), (f) and (k) of the City's Procedural By-law 18-270; and, Section 239(2), Sub-sections (e), (f) and (k) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; advice that is subject to solicitor-client privilege,

including communications necessary for that purpose; a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

#### **4. GENERAL INFORMATION / OTHER CITY BUSINESS (Item 13)**

##### **13.1 Amendments to the Outstanding Business List:**

(c) Proposed New Due Dates:

(viii) Establishing a Gender & Equity Lens on Housing Services

Current Due Date: September 18, 2019

Proposed New Due Date: **June 17, 2020**

(xiv) Pending Litigation Matters & Associated Liabilities

Current Due Date: August 12, 2019

Proposed New Due Date: **January 15, 2020**

##### **(Nann/Pauls)**

That the agenda for the November 20, 2019 General Issues Committee meeting, be approved, as amended.

**Result: Motion CARRIED by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr

YES - Ward 3 Councillor Nrinder Nann

YES - Ward 4 Councillor Sam Merulla

YES - Ward 5 Councillor Chad Collins

YES - Ward 6 Councillor Tom Jackson

YES - Ward 7 Councillor Esther Pauls

NOT PRESENT - Ward 8 Councillor John-Paul Danko

YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson

NOT PRESENT - Mayor Fred Eisenberger

YES - Ward 15 Councillor Judi Partridge

NOT PRESENT - Ward 14 Councillor Terry Whitehead

NOT PRESENT - Ward 13 Councillor Arlene VanderBeek

NOT PRESENT - Ward 12 Councillor Lloyd Ferguson

NOT PRESENT - Ward 11 Councillor Brenda Johnson

YES - Ward 10 Councillor Maria Pearson

NOT PRESENT - Ward 9 Councillor Brad Clark

**(b) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETINGS (Item 4)**

**(Jackson/Partridge)**

That the Minutes of the October 30, 2019 and November 6, 2019 General Issues Committee meetings be approved, as presented.

(i) October 30, 2019 – Special (Item 4.1)

(ii) November 6, 2019 (Item 4.2)

**Result: Motion CARRIED by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 NOT PRESENT - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 NOT PRESENT - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**(d) PUBLIC HEARINGS / DELEGATIONS (Item 8)**

**(i) Bryan Ritskes, Harbour West Neighbours, respecting Items 1, 2 and 3 of the West Harbour Development Sub-Committee Report 19-003 (Item 10.1 on this agenda.) (Item 8.1)**

Bryan Ritskes, Harbour West Neighbours, addressed Committee respecting Items 1, 2 and 3 of the West Harbour Development Sub-Committee Report 19-003.

**(Collins/Merulla)**

That the presentation provided by Bryan Ritskes, Harbour West Neighbours, respecting Items 1, 2 and 3 of the West Harbour Development Sub-Committee Report 19-003, be received.

**CARRIED**

For disposition of this matter, please refer to Item 4.

**(ii) Herman Turkstra, respecting Items 1, 2 and 3 of the West Harbour Development Sub-Committee Report 19-003 (Item 10.1 on this agenda.) (Item 8.2)**

Herman Turkstra, addressed Committee respecting Items 1, 2 and 3 of the West Harbour Development Sub-Committee Report 19-003.

**(Collins/Farr)**

That the presentation provided by Herman Turkstra, respecting Items 1, 2 and 3 of the West Harbour Development Sub-Committee Report 19-003, be received.

**CARRIED**

A copy of the presentation is available on the City's website at [www.hamilton.ca](http://www.hamilton.ca) or through the Office of the City Clerk.

For disposition of this matter, please refer to Item 4.

**(e) DISCUSSION ITEMS (Item 10)**

**(i) GRIDS 2 and Municipal Comprehensive Review – Consultation Update and Employment Land Review (PED17010(f)) (City Wide) (Item 10.2)**

**(Collins/Jackson)**

That Report PED17010(f), respecting GRIDS 2 and Municipal Comprehensive Review – Consultation Update and Employment Land Review, be amended by adding new sub-sections (c) and (d) to read as follows:

- (c) *That staff be directed to consider the removal of the lands located at 395 Centennial Parkway North, 185 Bancroft Street and 25 Arrowsmith Road (site of the future GO Station and associated parking) from the Light Industrial designation within the Centennial Neighbourhoods Secondary Plan; and,***
- (d) *That the lands located at 395 Centennial Parkway North, 185 Bancroft Street and 25 Arrowsmith Road (site of the future GO***

***Station and associated parking) be considered for Mixed-Use designation or other appropriate designation, as part of the Employment Land Review being completed as part of the Municipal Comprehensive Review.***

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

YES - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

For disposition of this matter, please refer to Item 5.

**(f) NOTICES OF MOTION (Item 12)**

Councillor S. Merulla introduced the following Notice of Motion:

**(i) Support of Private Member's Bill to Reverse Pit Bull Ban in Ontario (Item 12.1)**

WHEREAS, the Province of Ontario banned the ownership of Pit Bulls in 2005;

WHEREAS, opponents of this ban believe this "breed-specific legislation" does not address the root cause of vicious dogs, which is often attributed to the handler or owner of the dog; and,

WHEREAS, a Private Member's Bill introduced into the Ontario Legislature is seeking to reverse the Provincial ban of Pit Bulls.

THEREFORE, BE IT RESOLVED:

- (a) That the Mayor correspond with the Province of Ontario to advise of the City of Hamilton's support the Private Member's Bill for the reversal of the Pit Bull ban and changes to the *Dog Owners' Liability Act*; and,
- (b) That Licensing and By-law Services Division be directed to review the feasibility of changes to the Responsible Animal Ownership By-law 12-031 to include professional obedience training for dogs, with the participation of the dog's owner and the feasibility of reduced licensing fees for large working dogs (i.e. Rottweilers and Pit Bulls) to mitigate public safety concerns and report back to the Planning Committee.

**(g) GENERAL INFORMATION/OTHER BUSINESS (Item 13)**

**(a) Amendments to the Outstanding Business List (Item 13.1)**

**(Danko/Pauls)**

That the amendments to the General Issues Committee's Outstanding Business List be approved, as follows:

- (i) Items to be referred:
  - (1) HWDSB's Facilities Master Plan and the HWDSB's Budget Plan (Chair of HWDSB would prefer to appear before the HWDSB Liaison Committee rather than GIC.)
- (ii) Items to be removed:
  - (1) Review of HWDSB Proposal – Annual Maximum Payment Amount for the Acquisition of School Board Property (Addressed as Item 10.3 on the November 6, 2019 GIC Agenda – HWDSB Liaison Committee Report 19-003)
  - (2) Hamilton 100's Hosting Proposal (Part 2) (Addressed as Item 9.1 on the November 6, 2019 GIC Agenda – Report PED19108(b))
  - (3) 2020 Budget Outlook – 3 Options (2%, 1% and 0%) (Addressed as Item 6.1 on the Special GIC Agenda of October 30, 2019 – Report FCS19054(a))
  - (4) Hate Incident Prevention Policy and Procedure (Addressed as Item 10.9 on the October 16, 2019 GIC Agenda – Report LS19031/PW19068(a)/CM19006(a))

- (5) Hate Incident Reporting (Addressed as Item 10.9 on the October 16, 2019 GIC Agenda – Report LS19031/PW19068(a)/CM19006(a))
- (6) Alternative Funding Strategy for Transit (Addressed as Item 9.1 on the October 2, 2019 GIC Agenda – Report (PW19083/FCS18048(a))
- (7) Potential changes to the guidelines and criteria for the Barton/Kenilworth Tax Increment Grant Program; the Barton/Kenilworth Commercial Corridor Building Improvement Grant Program; the Barton/Kenilworth Commercial Planning and Building Fee Rebate Program; the Commercial Corridor Housing Loan and Grant Program; and, the Hamilton Tax Increment Grant Program (Addressed as Item 10.3 on the October 2, 2019 GIC Agenda – Report PED19178/HSC19052)

(iii) Proposed New Due Dates:

- (1) City-Wide Stormwater Rate Program Review  
Current Due Date: October 16, 2019  
Proposed New Due Date: December 4, 2019
- (2) Community Benefits Protocol Advisory Committee – Terms of Reference  
Current Due Date: October 16, 2019  
Proposed New Due Date: December 4, 2019
- (3) Development of Departmental Climate Change Workplans within the City of Hamilton  
Current Due Date: November 20, 2019  
Proposed New Due Date: December 4, 2019
- (4) Corporate-Wide Climate Change Adaptation and Mitigation Climate Workplan – Quarterly Update  
Current Due Date: November 20, 2019  
Proposed New Due Date: December 4, 2019
- (5) Outline of the Costs of the Exclusions Outlined in Report PW18064 (AODA)  
Current Due Date: September 18, 2019  
Proposed New Due Date: March 25, 2020
- (6) Code of Conduct for Council-Appointed Citizen Members of External Boards and Agencies



Current Due Date: September 18, 2019  
Proposed New Due Date: February 19, 2020

- (7) Corporate Strategic Growth Initiatives – Annual Update  
Current Due Date: October 2, 2019  
Proposed New Due Date: March 25, 2020
- (8) Establishing a Gender & Equity Lens on Housing Services  
Current Due Date: September 18, 2019  
Proposed New Due Date: June 17, 2020
- (9) Pending Litigation Matters & Associated Liabilities  
Current Due Date: August 12, 2019  
Proposed New Due Date: January 15, 2019
- (10) Revenue Enhancement Opportunities at the John C. Munro International Airport  
Current Due Date: December 4, 2019  
Proposed New Due Date: March 25, 2020
- (11) Pier 8 Development Opportunity RFP – Summary of the 4 Proposals  
Current Due Date: November 20, 2019  
Proposed New Due Date: February 19, 2020

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

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**(h) PRIVATE & CONFIDENTIAL (Item 14)**

**(i) Closed Session Minutes – November 6, 2019 (Item 14.1)**

**(Ferguson/Nann)**

- (a) That the Closed Session Minutes of the November 6, 2019 General Issues Committee meeting, be approved, as presented; and,
- (b) That the Closed Session Minutes of the November 6, 2019 General Issues Committee meeting remain confidential.

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

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 5 Councillor Chad Collins  
 YES - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
 NOT PRESENT - Mayor Fred Eisenberger  
 YES - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
 YES - Ward 12 Councillor Lloyd Ferguson  
 NOT PRESENT - Ward 11 Councillor Brenda Johnson  
 YES - Ward 10 Councillor Maria Pearson  
 NOT PRESENT - Ward 9 Councillor Brad Clark

**(Pearson/Partridge)**

That Committee move into Closed Session respecting Items 14.2 and 14.3, pursuant to Section 8.1, Sub-sections (d), (e), (f) and (k) of the City's Procedural By-law 18-270; and, Section 239(2), Sub-sections (d), (e), (f) and (k) of the *Ontario Municipal Act*, 2001, as amended, as the subject matters pertain to Labour relations or employee negotiations, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

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

NOT PRESENT - Ward 2 Councillor Jason Farr

YES - Ward 3 Councillor Nrinder Nann  
YES - Ward 4 Councillor Sam Merulla  
YES - Ward 5 Councillor Chad Collins  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 7 Councillor Esther Pauls  
YES - Ward 8 Councillor John-Paul Danko  
YES - Deputy Mayor - Ward 1 Councillor Maureen Wilson  
NOT PRESENT - Mayor Fred Eisenberger  
YES - Ward 15 Councillor Judi Partridge  
NOT PRESENT - Ward 14 Councillor Terry Whitehead  
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek  
YES - Ward 12 Councillor Lloyd Ferguson  
NOT PRESENT - Ward 11 Councillor Brenda Johnson  
YES - Ward 10 Councillor Maria Pearson  
NOT PRESENT - Ward 9 Councillor Brad Clark

**(i) ADJOURNMENT (Item 15)**

**(Pearson/Ferguson)**

That there being no further business, the General Issues Committee be adjourned at 1:17 p.m.

**CARRIED**

Respectfully submitted,

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Deputy Mayor, Maureen Wilson  
Chair, General Issues Committee

Stephanie Paparella  
Legislative Coordinator,  
Office of the City Clerk



## INFORMATION REPORT

<b>TO:</b>	Mayor and Members of the General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	2018 Municipal Election Summary (CL19011) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Christopher Newman (905) 546-2424 Ext. 2190 Elections Coordinator
<b>SUBMITTED BY:</b>	Andrea Holland City Clerk
<b>SIGNATURE:</b>	

### COUNCIL DIRECTION

The City Clerk's Office prepare a report that updates Council on the 2018 Municipal Election.

### INFORMATION

The *Municipal Elections Act* regulates the conduct of the municipal and school board elections in Ontario. *The Municipal Elections Act* defines the City Clerk's authority in the administration of the electoral process including but not limited to the filing and endorsing of nomination papers, identifying and eliminating barriers for electors, establishing polling locations and Advanced Polling dates, responsible for the establishing of candidate spending limits, creation of the voters' list and voting procedures, tabulation and verification of election results, the acceptance of candidates financial statements and the issuing of defaults for candidates that have not complied with the financial reporting responsibilities identified in the *Municipal Elections Act*.

Facts and Figures from the 2018 Municipal Election:

- There were 5 Advance Poll Days (1 location within each of the 15 wards) and 1 Special Advance Poll Day (21 locations throughout the City). Special Advance Poll locations were primarily for senior residences.

#### Commented [WU1]:

In this section include the Committee or Council direction which gave rise to the report coming forward. For example: Public Works Committee at its meeting of September 1, 2018 approved the following: "That staff be directed to report back on ....

If there is no Committee or Council direction, then note "Not Applicable" in this section

#### Commented [WU2]:

In the Information Section provide all the pertinent details of the report

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**SUBJECT: 2018 Municipal Election Summary (CL19) (City Wide) - Page 2 of 5**

- During the 5 days of Advance Polling 17,052 electors cast ballots. This is an increase from the 13,242 electors that took advantage of Advanced Polls in 2014.
- On Election Day there were 159 regular polls and 46 Institutional Polls.
- 1,800 positions were filled for Advance Polls, Special Advance Polls, and Election Day.
- 159 candidates filed nomination papers, 15 for Mayor, 89 for Councillor and 55 for various school trustee positions.
- There were 361,212 electors on the Voters' List. Voter turnout was 38.36 %, an increase from 2014 which saw 34.02% turnout.

Administration

For the 2018 Municipal Election, six staff members were hired, and two IT Project Managers were assigned to assist the City Clerk's Office, in executing the 2018 Municipal Election. The *Municipal Elections Act* provides guiding legislation with additional mandatory requirements from the *Municipal Act* and the *Accessibilities for Ontarians with Disabilities Act, 2005*. The elections team was instrumental in assisting with the administration of the election and were involved in many of the following duties:

- Completed the work following the City's ward boundary review.
- Receiving nominations from candidates.
- Cleansing of the Voters' List, which involves the removal of duplicate names and correction of addresses.
- Responding to calls, e-mails and counter inquiries concerning the Voters' List.
- Design, preparation and ordering of forms and supplies.
- Packing ballots and supplies into boxes for use on Advanced Polls and Election Day.
- Interviewing, hiring, training and placement for approximately 1,800 Election Day and Advance Poll Day staff.
- Review of approximately 300 polling locations, institutions, retirement and senior's residences and executing polling location agreements with desired locations.
- Calibration and testing for 225 tabulators.
- Ballot ordering and testing.
- Distribution and receiving of tabulators, ballot boxes and supply boxes.
- Updating of the City's election website.
- Advance Poll and Election Day troubleshooting.

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## **SUBJECT: 2018 Municipal Election Summary (CL19) (City Wide) - Page 3 of 5**

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### Communications and Outreach

It is the City Clerk's duty to provide election information to electors, candidates and third-party advertisers so that they may exercise their rights under *the Municipal Elections Act*.

The Communications Team implemented a communications plan delivering election information through various channels. A combination of online, radio, print and social media advertising was implemented. Across the City's social media platforms, 158 posts were made respecting the 2018 Municipal Election which equated to 1,237,767 impressions. Print media included, the placing of 14 advertisements, each time reaching a subscriber base of 236,612 Hamiltonians. 9 advertisements in Hamilton area magazines were placed, garnering 600,000 impressions with each printing. We also utilized posters at City facilities and placed advertisements with local radio stations to garner awareness of the election. The use of news releases complemented advertising, with media outlets broadcasting information related to key election dates and legislative changes.

### Third Party Advertisers

New legislation in the *Municipal Elections Act* was implemented which created rules around Third Party advertising during the election period. Third Party advertisers are individuals, corporations or trade unions that wish to advertise in print, broadcast, electronic or other medium that have the purpose of promoting, supporting or opposing a candidate or a "yes" or "no" answer to a question on the ballot. The City of Hamilton had 11 Third Party advertisers register for the 2018 Municipal Election.

### Staffing (Election Day and Advance Polls)

Hamilton's election requires a significant amount of staff to be hired to execute Advanced Polls and Election Day. We placed advertisements for elections staff in local newspapers and on the City's webpage. All elections staff were interviewed and tested prior to being hired. In total there were 1,247 people were hired.

### Training

The Clerk's Office continued to refine the election workers training program that was developed for the previous Election. Each position had a job specific training presentation and manual that was streamlined to match their specific functions on Election Day. All forms and documents were reviewed, as to their purpose and the correct manner for completion. Each training session for Deputy Returning Officers and Election Assistants was 2 hours in length, with additional training provided for those who requested it. All Managing Deputy Returning Officers were instructed on all positions at the poll. The

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## **SUBJECT: 2018 Municipal Election Summary (CL19) (City Wide) - Page 4 of 5**

training was valuable on Election Day as our staff were prepared and able to handle situations in a professional and expedient manner.

### Polls and Polling Locations

Election Staff were responsible for realigning the polling subdivision due to the ward boundary review. In realigning the polling subdivision staff attempted to maintain parity in the number of electors in each subdivision. When selecting polling locations, several criteria were considered:

- Location within the polling subdivision.
- Familiarity of a location by the residents.
- Size and availability of a room within the location.
- Access to public transportation.
- Number of parking and accessible parking spaces.
- Lighting and safety of the location.
- Travelling habits of electors within an area.
- Accessibility, as required by the *Municipal Elections Act* and the *Accessibilities for Ontarians with Disabilities Act*.

Ample signage was made available for each polling location. Election staff were encouraged to use all available signs to make the polling locations highly visible for electors. We were fortunate to have one of our school boards have a Professional Activity day that coincided with election day. A Professional Activity day reduces the traffic in schools, allows for more parking for electors and eliminates security concerns associated with having large quantities of people coming into the school during the day. The City Clerk's Office will continue to advocate the Ministry of Municipal Affairs and Housing and our local school boards to make voting day a Professional Activity day.

### Voters' List

The preliminary list of electors is provided by the Municipal Property and Assessment Corporation to each Clerk in the province. This list is received in Hamilton at the end of July in an election year as legislated in the *Municipal Elections Act*. Once the list has been delivered, staff review anomalies and begin to cleanse the list. This process takes one month to complete and ensures that addresses are correct, duplicate electors are removed and other obvious corrections are made.

The City promoted the Municipal Property and Assessment Corporation's voter registration tool [voterlookup.ca](http://voterlookup.ca), which was made available on the City of Hamilton's election webpage and promoted in both social and traditional media. This tool allowed

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**SUBJECT: 2018 Municipal Election Summary (CL19) (City Wide) - Page 5 of 5**

electors to determine if the information on the voters' list was correct. If changes needed to be made, a process was provided to allow electors to easily provide correct information to the Municipal Property and Assessment Corporation.

The City Clerk's Office has received notification through the Association of Municipal Clerks and Treasurers of Ontario that the electors list for the 2022 Municipal Election will be provided to the City from Elections Ontario. We are hopeful that this new change will provide us with a more accurate voters list moving forward.

#### Voting Methods

The City of Hamilton entered into an agreement with Elections Ontario to use their recently purchased Imagecast Precinct ballot tabulators and Imagecast Evolution accessible voting tabulator, which are manufactured and supported by Dominion Voting. The Imagecast tabulators are the same model that were used for the 2014 Municipal Election. The tabulators continue to be a valuable tool for counting votes as well as getting expedient and accurate results.

#### Advance Polls, Special Advance Polls, Institutional Polls/ Retirement Homes

There were 5 Advance Poll days and 1 Special Advance Poll Day for voters to cast their ballot prior to Election Day. Institutional Polls were held on Election Day. Institutional Polls are governed by the *Municipal Elections Act*. The legislation requires a poll in facilities that have 20 or more beds occupied by persons who are disabled, chronically ill or infirm. Retirement homes with 50 or more occupied beds are also required to have a polling location located for their residences. At the beginning of every election cycle we review the eligibility of retirement homes and added polling locations to those that met the criteria stipulated in the *Municipal Elections Act*. We then consult with the Administrators of these Institutions to establish the hours of polling and how to best meet the needs of the electors residing in the facility.

#### Election Day

On Election Day the polls were very busy with electors. Some polling locations experienced line ups, which staff will be reviewing for the 2022 election. The overwhelming majority of polls ran extremely well. Our elections day staff, many of which were City employees performed their tasks exceptionally well. The Clerk's Office will continue to evolve our processes, procedures and implement lessons learned leading up to the 2022 Municipal Election.

#### APPENDICES AND SCHEDULES ATTACHED

None

**Commented [WU3]:**  
Include a listing of all appendices referenced in and attached to your report labelled as follows:

Appendix "A" to Report PED19001 -  
Location Map

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# INFORMATION REPORT

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	2019 S&P Global Ratings Credit Rating Review (FCS19089) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Rosaria Morelli (905) 546-2424 Ext. 1390
<b>SUBMITTED BY:</b>	Mike Zegarac General Manager, Finance and Corporate Services Corporate Services Department
<b>SIGNATURE:</b>	

## COUNCIL DIRECTION

Not Applicable.

## INFORMATION

On October 18, 2019, S&P Global Ratings affirmed its 'AA+' long-term issuer credit and senior unsecured debt ratings on the City of Hamilton and maintained the 'Stable' outlook.

Appendix "A" attached to Report FCS19089 respecting S&P Global Ratings Research Update: City of Hamilton 'AA+' Ratings Affirmed; Outlook is Stable dated October 18, 2019 (the "Update") is S&P's published report on the City of Hamilton.

The City has maintained a 'AA+ / Stable' credit rating by S&P Global Ratings ("S&P") in each year since June 16, 2017, which is when S&P raised the rating to 'AA+' with 'Stable' outlook from 'AA' with 'Positive' outlook.

In the Update, S&P said that they expect the City to maintain its fiscal performance over the next two years. S&P expects that the City's stable fiscal performance together with its high liquidity and low debt will allow the City to fund its capital projects without impairing its creditworthiness.

Additionally, the rating agency expects the City of Hamilton to maintain its position as one of the most economically diversified cities in Canada over the next several years with growth in diverse industry and manufacturing sectors providing economic resilience for the City.

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S&P said that although they view the possibility of an upgrade unlikely in the next two years, they “could raise the ratings if Hamilton’s economy were to grow significantly, causing operating surpluses to rise such that they would fully and consistently finance the city’s capital program, leading to structural surpluses after capital spending.” This condition would be in combination with substantial improvements in the City’s financial management (supported by this stronger budget performance) as assessed by S&P and with no deterioration in S&P’s other rating factors.

S&P said that it could lower the City’s credit rating in the future if an outcome arose that “caused the city to rely more heavily on debt issuance, increasing the debt burden substantially above 30% of operating revenue for a sustained period; and if we did not believe that the debt burden was mitigated by high operating surpluses.” S&P cited global trade disputes or a downturn in the housing market as possible shocks that may result in lower-than-expected economic growth, which could hurt the City’s revenue base and stress the rating if after-capital deficits approach 10% of revenue.

Table 1 of Report FCS19089 shows the City of Hamilton Ratings Score Snapshot taken from Table 2 on pages 4 and 5 of the Update. The Snapshot contains S&P’s six key rating factors, the stand-alone credit profile and the issuer credit rating together with S&P’s assessments or scores. The six factors are institutional framework, economy, financial management, budgetary performance, liquidity and debt burden.

**Table 1**  
**City of Hamilton Ratings Score Snapshot**

Key Rating Factors	Scores
Institutional framework	2
Economy	1
Financial management	2
Budgetary performance	2
Liquidity	1
Debt burden	1
Stand-alone credit profile	aa+
Issuer credit rating	AA+

S&P bases its ratings on the six rating factors as reflected in its revised credit rating methodology published on July 15, 2019. The assessment of institutional framework is on a six-point scale with ‘1’ being the strongest score and ‘6’ the weakest. The remaining five factors are assessed on a five-point scale with ‘1’ being the strongest score and ‘5’ the weakest. S&P’s stand-alone credit profile is the result for the credit rating before any sovereign-related overriding factors when relevant are applied and the issuer credit rating is the City’s credit rating.

The City has maintained top scores for the economy, liquidity and debt burden factors and second-best scores for the institutional framework, financial management and budgetary performance factors. The City has a stand-alone credit profile score of ‘aa+’ and S&P applied no sovereign-related overriding factors to the profile. The issuer credit rating is ‘AA+’.

The scores are equivalent to the assessments in last year’s Ratings Score Snapshot in S&P’s Research Update dated November 8, 2018 that was attached as Appendix “A” to Report FCS19008, 2018 S&P Global Ratings Credit Rating Review. This year’s Snapshot does not contain the budgetary flexibility and contingent liabilities factors, shown in last year’s Snapshot, because these factors are now incorporated within the budgetary performance and the debt burden factors, respectively, owing to S&P’s revised methodology.

Hamilton’s credit rating in comparison to other large Ontario municipalities is shown in Table 2. Unless marked otherwise, each of the ratings has a ‘Stable’ outlook.

**Table 2**  
**Credit Rating Comparison**

<b>Municipality</b>	<b>S&amp;P<sup>1</sup></b>	<b>Moody’s<sup>2</sup></b>
Regional Municipality of Durham	AAA	Aaa
Regional Municipality of Halton	AAA	Aaa
City of London	–	Aaa
Regional Municipality of Peel	AAA	Aaa
Regional Municipality of Waterloo	–	Aaa
City of Guelph	AA+	–
City of Hamilton	AA+	–
Regional Municipality of York	AA+/(Positive)	Aaa
City of Barrie	AA	–
City of Kingston	AA	–
Regional Municipality of Niagara	AA	–
City of Ottawa	AA	Aaa
City of Toronto <sup>3</sup>	AA	Aa1
City of Windsor	AA	–

<sup>1</sup> Ratings obtained from S&P website

<sup>2</sup> Moody’s Investors Services Inc.

<sup>3</sup> also rated AA by Dominion Bond Rating Service Limited

– denotes not rated

A history of the City’s credit ratings is shown in Table 3.

**Table 3**  
**Hamilton’s<sup>1</sup> Credit Rating History**

<b>Rating Agency</b>	<b>Rating (Outlook ‘Stable’ unless otherwise marked)</b>	
S&P	AA+	2019
	AA+	2018
	AA+:	2017 (November 14)
	AA+	2017 (June 16)
	AA /Positive:	2016
	AA:	2008-2015
	AA /Positive:	2005-2007
	AA:	2001-2004
	AA:	1999-2000 <sup>2</sup>
	AA+	1994-1999 <sup>2</sup>
AAA	1989-1994 <sup>2</sup>	
Moody’s	Aa3	1995-2001
	Aa2	1988-1995
DBRS	AA	2004-2009
	AA+	1994-2004

<sup>1</sup> City of Hamilton and, prior to amalgamation, the Regional Municipality of Hamilton-Wentworth

<sup>2</sup> Prior to 2001, ratings shown under S&P are the ratings of Canadian Bond Rating Service, which was bought by S&P and its predecessor companies and announced on October 31, 2000.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report FCS19089 – S&P Global Ratings Research Update: City of Hamilton ‘AA+’ Ratings Affirmed; Outlook is Stable

RM/dt

Research Update:

# City of Hamilton 'AA+' Ratings Affirmed; Outlook Is Stable

October 18, 2019

## Overview

- We expect the City of Hamilton's fiscal performance to remain stable over the next two years, which, together with its high liquidity and low debt, will allow the city to fund its capital projects without impairing creditworthiness.
- We also believe that Hamilton's economic diversification will continue to mitigate the impact of volatility related to global trade disputes.
- As a result, S&P Global Ratings is affirming its 'AA+' long-term issuer credit and senior unsecured debt ratings on Hamilton and maintaining a stable outlook.

## Rating Action

On Oct. 18, 2019, S&P Global Ratings affirmed its 'AA+' long-term issuer credit and senior unsecured debt ratings on the City of Hamilton, in the Province of Ontario. The outlook is stable.

## Outlook

The stable outlook reflects our expectation that Hamilton's strong fiscal performance will continue over the next two years, supported by prudent policies. We believe that the city's high operating surpluses, together with some debt issuance, will allow Hamilton to maintain solid levels of capital spending and modest after-capital deficits. In our view, Hamilton will make these capital investments in the context of steady, although mild, economic growth; and these investments will reinforce the city's ongoing economic diversification.

## Downside scenario

Over the next two years, lower-than-expected economic growth--due to trade disputes, an abrupt downturn in the housing market, or another external shock--could hurt Hamilton's revenue base. Although we view this scenario as unlikely in the next two years, this might stress the rating if after-capital deficits approach 10% of revenue. We could lower the ratings if such an outcome

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### RESEARCH CONTRIBUTOR

**Deepanshu Goyal**  
CRISIL Global Analytical Center, an  
S&P Global Ratings affiliate, Mumbai

**Research Update: City of Hamilton 'AA+' Ratings Affirmed; Outlook Is Stable**

caused the city to rely more heavily on debt issuance, increasing the debt burden substantially above 30% of operating revenue for a sustained period; and if we did not believe that the debt burden was mitigated by high operating surpluses.

**Upside scenario**

Although we view the possibility of an upgrade as remote over the next two years, we could raise the ratings if Hamilton's economy were to grow significantly, causing operating surpluses to rise such that they would fully and consistently finance the city's capital program, leading to structural surpluses after capital spending. This, combined with substantial improvements in our assessment of financial management, supported by this stronger budget performance, and no deterioration in the other rating factors, could lead us to raise the ratings.

**Rationale**

We have updated our base-case scenario for Hamilton and extended our forecasting horizon to 2021. Although we expect weaker global demand and trade tensions to continue to lead to greater global economic volatility that might affect certain sectors in Hamilton, such as steel, the city's strong diversification will continue to make it resilient to such volatility, in our view. In this context, we believe the city's solid management will execute fiscally prudent policies, leading to high operating surpluses and modest deficits after capital accounts. This performance will allow Hamilton to sustain its large liquid assets and low debt levels.

**Hamilton's economic diversification will continue to contribute to its steady economy, despite ongoing trade volatility.**

We expect Hamilton to maintain its position as one of the most economically diversified cities in Canada over the next several years, as growth in diverse industry and manufacturing sectors surpasses that of many peers. We estimate that the city's GDP per capita would be in line with the national average of more than US\$44,000 based on Hamilton's median household income and prosperous economy. Although historically rooted in steel production, the city's economy has moved into other sectors, including advanced manufacturing, aerospace, agribusiness, food processing, life sciences, digital media, and goods transport. In our view, this diversification, which The Conference Board of Canada scored at 0.95 in 2018, where a score of 1.00 is highly diverse, positions Hamilton well in the face of rising unpredictability on the timing and scope of global trade disruption and policy-related uncertainty. Nevertheless, we estimate that the steel industry continues to account for, directly and indirectly, just under 10% of Hamilton's labor force.

We expect broad policy continuity in the city's management under Fred Eisenberger, who is serving his third term as mayor of Hamilton. Management will prudently address infrastructure needs, in our view, particularly in transit and housing, facilitated by the four-year budget outlook and multiyear business plans. These plans complement Hamilton's thorough and transparent disclosure; long-term financial sustainability plans; long-term operating and spending forecasts; and robust policies for investments, debt, and risk management.

Hamilton's strong management operates in what we deem to be a very predictable and well-balanced local and regional government framework that has demonstrated a high degree of institutional stability. Although provincial governments mandate a significant portion of municipal spending, they also provide operating fund transfers and impose fiscal restraint through legislative requirements to pass balanced operating budgets. Municipalities generally have the

**Research Update: City of Hamilton 'AA+' Ratings Affirmed; Outlook Is Stable**

ability to match expenditures well with revenues, except for capital spending, which can be intensive. Any operating surpluses typically fund capital expenditures and future liabilities (such as postemployment obligations and landfill closure costs) through reserve contributions.

**Prudent budget execution will support low debt and high liquidity.**

Hamilton's operating surpluses, averaging 13% of operating revenues from 2019-2021, will remain strong and steady over the forecast horizon, and should help, in part, to fund higher capital spending. At the same time, a 0.5% annual tax increase to the capital levy in the 2019 budget, in line with Hamilton's 10-year capital plan, along with an additional 0.34% increase annually, on average, from 2019-2021 to fund the city's share of provincial transit infrastructure funding, and for the West Harbour plan to make waterfront lands development-ready, will also help finance infrastructure projects. This higher capital spending, which we forecast will average 23% of total spending over the next three years, will contribute to moderate deficits after capital spending that average 3.8% of total revenues during the same period. In our view, Hamilton's capital spending level contributes to its average budgetary flexibility. We continue to expect the provincial government (through transit agency Metrolinx) to finance, construct, operate, maintain, and own one such investment--the light rail transit line for which property purchases have resumed following a short pause after the most recent provincial election. However, other projects will likely require Hamilton to issue debt. These projects include the West Harbour plan, which will make the waterfront ready to house about 1,600 new residential units; as well as transit investments, such as a transit maintenance and storage facility.

We expect that, to finance its capital plan, the city will issue about C\$185 million from 2019-2021. This includes about C\$45 million for City Housing Hamilton's housing projects. Nevertheless, we expect the city's debt burden to remain below 30% of consolidated operating revenues through 2021. In our view, the city's debt is also mitigated by its very high operating balances. Hamilton's debt consists of long-term debentures, mortgages on City Housing Hamilton properties, and a small amount related to capital leases. At the same time, we expect interest costs will remain very modest, at much less than 5% of operating revenues throughout the outlook horizon. We also believe the city's exposure to contingent liabilities is limited.

In addition to the city's very low debt burden, Hamilton has exceptionally high internal liquidity levels on which it can draw, complemented by very robust internal cash flow generation, as reflected in its very high operating surpluses. By our calculations, the city's average free cash and liquid assets are about C\$463 million and will represent about 7x debt service. Beyond internal liquidity, Hamilton benefits from satisfactory access to external liquidity for refinancing needs, given its proven ability to issue debt into various markets, including that for public debt, and the presence of a secondary market for Canadian municipal debt instruments.

**Key Statistics**

Table 1

**City of Hamilton -- Selected Indicators**

(Mil. C\$)	--Fiscal year ended Dec. 31--				
	2017	2018	2019bc	2020bc	2021bc
Operating revenues	1,575	1,641	1,701	1,760	1,828
Operating expenditures	1,340	1,431	1,476	1,533	1,599
Operating balance	234	210	224	227	229

Research Update: City of Hamilton 'AA+' Ratings Affirmed; Outlook Is Stable

Table 1

City of Hamilton -- Selected Indicators (cont.)

(Mil. C\$)	--Fiscal year ended Dec. 31--				
	2017	2018	2019bc	2020bc	2021bc
Operating balance (% of operating revenues)	14.9	12.8	13.2	12.9	12.5
Capital revenues	97	210	140	176	166
Capital expenditures	351	408	403	505	476
Balance after capital accounts	(20)	12	(39)	(103)	(82)
Balance after capital accounts (% of total revenues)	(1.2)	0.6	(2.1)	(5.3)	(4.1)
Debt repaid	55	44	71	49	56
Gross borrowings	0	111	0	140	44
Balance after borrowings	(74)	78	(110)	(11)	(94)
Direct debt (outstanding at year-end)	418	485	414	505	493
Direct debt (% of operating revenues)	26.6	29.5	24.3	28.7	27.0
Tax-supported debt (outstanding at year-end)	418	485	414	505	493
Tax-supported debt (% of consolidated operating revenues)	26.6	29.5	24.3	28.7	27.0
Interest (% of operating revenues)	0.9	0.8	0.8	0.7	0.9
National GDP per capita (single units)	58,607	59,879	61,413	63,082	65,120

The data and ratios above result in part from S&P Global Ratings' own calculations, drawing on national as well as international sources, reflecting S&P Global Ratings' independent view on the timeliness, coverage, accuracy, credibility, and usability of available information. The main sources are the financial statements and budgets, as provided by the issuer. bc--Base case reflects S&P Global Ratings' expectations of the most likely scenario. dc--Downside case represents some but not all aspects of S&P Global Ratings' scenarios that could be consistent with a downgrade. uc--Upside case represents some but not all aspects of S&P Global Ratings' scenarios that could be consistent with an upgrade. N/A--Not applicable. N.A.--Not available. N.M.--Not meaningful.

Ratings Score Snapshot

Table 2

City of Hamilton -- Ratings Score Snapshot

Key rating factors	Scores
Institutional framework	2
Economy	1
Financial management	2
Budgetary performance	2
Liquidity	1
Debt burden	1
Stand-alone credit profile	aa+



**Research Update: City of Hamilton 'AA+' Ratings Affirmed; Outlook Is Stable**

Table 2

**City of Hamilton -- Ratings Score Snapshot (cont.)**

Key rating factors	Scores
Issuer credit rating	AA+

S&P Global Ratings bases its ratings on non-U.S. local and regional governments (LRGs) on the six main rating factors in this table. In the "Methodology For Rating Local And Regional Governments Outside Of The U.S.," published on July 15, 2019, we explain the steps we follow to derive the global scale foreign currency rating on each LRG. The institutional framework is assessed on a six-point scale: 1 is the strongest and 6 the weakest score. Our assessments of economy, financial management, budgetary performance, liquidity, and debt burden are on a five-point scale, with 1 being the strongest score and 5 the weakest.

**Key Sovereign Statistics**

- Sovereign Risk Indicators, Oct 10, 2019. An interactive version is available at <http://www.spratratings.com/sri>

**Related Criteria**

- Methodology For Rating Local And Regional Governments Outside Of The U.S., July 15, 2019
- General Criteria: Use of CreditWatch And Outlooks, Sept. 14, 2009

**Related Research**

- For Canada, Below-Potential Growth Is Likely In The Near Term, Oct. 7, 2019
- Credit Conditions North America: Rising Recession Risk Adds To Trade, Rate Uncertainty, Sept 30, 2019
- Guidance: Methodology For Rating Local and Regional Governments Outside of the U.S., July 15, 2019
- Institutional Framework Assessments For International Local and Regional Governments, July 4, 2019
- Public Finance System Overview: Canadian Municipalities, July 18, 2018

In accordance with our relevant policies and procedures, the Rating Committee was composed of analysts that are qualified to vote in the committee, with sufficient experience to convey the appropriate level of knowledge and understanding of the methodology applicable (see 'Related Criteria And Research'). At the onset of the committee, the chair confirmed that the information provided to the Rating Committee by the primary analyst had been distributed in a timely manner and was sufficient for Committee members to make an informed decision.

After the primary analyst gave opening remarks and explained the recommendation, the Committee discussed key rating factors and critical issues in accordance with the relevant criteria. Qualitative and quantitative risk factors were considered and discussed, looking at track-record and forecasts.

The committee's assessment of the key rating factors is reflected in the Ratings Score Snapshot above.

**Research Update: City of Hamilton 'AA+' Ratings Affirmed; Outlook Is Stable**

The chair ensured every voting member was given the opportunity to articulate his/her opinion. The chair or designee reviewed the draft report to ensure consistency with the Committee decision. The views and the decision of the rating committee are summarized in the above rationale and outlook. The weighting of all rating factors is described in the methodology used in this rating action (see 'Related Criteria And Research').

## Ratings List

### Ratings Affirmed

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#### Hamilton (City of)

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Issuer Credit Rating AA+/Stable/--

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#### Hamilton (City of)

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Senior Unsecured AA+

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Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at [www.standardandpoors.com](http://www.standardandpoors.com) for further information. Complete ratings information is available to subscribers of RatingsDirect at [www.capitaliq.com](http://www.capitaliq.com). All ratings affected by this rating action can be found on S&P Global Ratings' public website at [www.standardandpoors.com](http://www.standardandpoors.com). Use the Ratings search box located in the left column.

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**CITY OF HAMILTON**  
**CORPORATE SERVICES**  
**Legal and Risk Management Services**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Reappointment of Members of Council to the Board of Directors of City of Hamilton Owned Corporations (LS19046) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	David McKenna (905) 546-2424 Ext. 4025
<b>SUBMITTED BY:</b>	Nicole Auty City Solicitor Legal and Risk Management Services
<b>SIGNATURE:</b>	

## RECOMMENDATION

- (a) That the Mayor and City Clerk be authorized and directed to execute resolutions in writing on behalf of the City of Hamilton as the sole shareholder or sole voting member, reappointing members of Council to the Board of Directors for the corporations listed below, substantially in the form attached as Appendices “A” through “D” of Report LS19046:
- (i) The Hamilton Street Railway Company;
  - (ii) Hamilton Renewable Power Inc.;
  - (iii) CityHousing Hamilton Corporation; and
  - (iv) Hamilton Farmers’ Market Corporation.
- (b) The term of office of members of Council appointed as directors for the corporations listed in Recommendation (a) of Report LS19046 be three years and shall run from November 30, 2019 to November 14, 2022.

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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: Reappointment of Directors for City Owned Corporations (LS19046)  
(City Wide) - Page 2 of 4**

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**EXECUTIVE SUMMARY**

The Ontario *Business Corporations Act* provides that individuals appointed to a Corporation's Board of Directors shall hold office for terms not exceeding three years.

At the December 12, 2018 meeting of the General Issues Committee, members of the City of Hamilton's newly elected Council were appointed to the Board of Directors for the respective City owned Corporations. Such Council members were appointed for one-year terms, with the understanding that their terms as directors would subsequently be renewed to align with their terms of office.

The purpose of this Report LS19046 is to authorize the reappointment of Council members to the Board of Directors for the City owned Corporations listed in Recommendation (a) for additional three-year terms. Approval of the recommendations in Report LS19046 will result in Council members' terms as directors aligning with the remainder of the current Council's term of office. Therefore, no further reappointments will be required.

Staff are recommending that such reappointments be effected through individual resolutions for each corporation, substantially in the form attached as Appendix "A" through "D" of Report LS19046.

**Alternatives for Consideration – See Page 4****FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: Approval of the recommendations in Report LS19046 will authorize the Mayor and City Clerk to execute written resolutions of the City of Hamilton as the sole shareholder or sole voting member of the City's wholly owned corporations. Such written resolutions will result in the reappointment of the required members of Council to the Board of Directors for the City owned corporations listed in Recommendation (a).

**HISTORICAL BACKGROUND**

In the 2018 municipal election, a new City of Hamilton Council was elected. As the sole shareholder or sole voting member, the City is required to appoint Council members to the Board of Directors for the respective City owned Corporations.

**SUBJECT: Reappointment of Directors for City Owned Corporations (LS19046)  
(City Wide) - Page 3 of 4**

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At the December 12, 2018 meeting of the General Issues Committee, members of the City of Hamilton's newly elected Council were appointed to the Board of Directors for the respective City owned Corporations. In order to comply with the term limit restrictions set out in the Ontario *Business Corporations Act*, such members of Council were initially appointed for one-year terms, with the understanding that their terms as directors would subsequently be renewed for three years to align with their terms of office.

There are currently four City-owned corporations which require the following reappointments for three-year terms:

- (i) **The Hamilton Street Railway Company (HSR)** - all 16 members of Council;
- (ii) **Hamilton Renewable Power Inc. (HRPI)** - 3 members of Council;
- (iii) **CityHousing Hamilton Corporation (CHH)** - 5 members of Council;  
and
- (iv) **Hamilton Farmers' Market Corporation (HFM)** - 1 member of Council.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The Ontario *Business Corporations Act* requires a corporation to have a board of directors which consists of at least one individual.

The Ontario *Corporations Act* (Ontario), which regulates Ontario's not-for-profit corporations, also requires a corporation to have a board of directors, which must consist of a fixed number of directors not less than three.

Both statutes dictate that directors cannot serve for terms exceeding three years.

**RELEVANT CONSULTATION**

City Clerks was consulted in the preparation of Report LS19046.

**SUBJECT: Reappointment of Directors for City Owned Corporations (LS19046)  
(City Wide) - Page 4 of 4**

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**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

The legislative framework for the various City-owned corporations requires that a Board of Directors be elected or appointed to supervise the management of the business and affairs of those corporations.

For each Board of a corporation wholly-owned by the City of Hamilton, City Council approves the appointment of directors, among other matters, as part of the corporation's governance structure, subject to any specific legislative requirements.

At the December 12, 2018 meeting of the General Issues Committee, members of the City of Hamilton's newly elected Council were appointed to the Board of Directors for the respective City owned Corporations. In order to comply with the term limit restrictions set out in the Ontario *Business Corporations Act*, such members of Council were initially appointed for one-year terms, with the understanding that their terms as directors would subsequently be renewed to align with their terms of office.

The purpose of this Report LS19046 is to authorize the reappointment of members of Council to the Board of Directors for the City owned Corporations listed in Recommendation (a) for additional three-year terms to align with the current Council's term of office.

**ALTERNATIVES FOR CONSIDERATION**

For each of the City owned corporations identified in this report, separate shareholder meetings could be held to appoint members of Council to the Board of Directors. However, the shareholders' resolutions have the same effect as meetings for these purposes and eliminate the need to carry out repetitive meetings to achieve the same purpose.

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

**Our People and Performance**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" – The Hamilton Street Railway Company Shareholder Resolution  
 Appendix "B" – Hamilton Renewable Power Inc. Shareholder Resolution  
 Appendix "C" – CityHousing Hamilton Corporation Member's Resolution  
 Appendix "D" – Hamilton Farmers' Market Corporation Member's Resolution  
 Appendix "E" – Report LS18057

**THE HAMILTON STREET RAILWAY COMPANY**  
(the "Corporation")

RESOLUTION OF THE SOLE SHAREHOLDER

**REAPPOINTMENT OF DIRECTORS**

**WHEREAS** by section 11.9, subsection (1) of the *City of Hamilton Act, 1999*, S.O. 1999, c.14, the City of Hamilton is authorized to hold the shares in the Corporation and to exercise the rights attributed thereto;

**AND WHEREAS** by subsection (2) of the aforesaid subsection of the said *Act*, the City of Hamilton is mandated to manage the affairs of the Corporation;

**AND WHEREAS** the City of Hamilton is the sole shareholder of the Corporation ("Sole Shareholder");

**AND WHEREAS** it is the intent of the Sole Shareholder to reappoint the below named persons as directors for an additional term of three years.

BE IT RESOLVED:

That the following persons are reappointed as directors of the Corporation effective November 30, 2019 and shall hold office until November 14, 2022:

- (1) Fred Eisenberger
- (2) Maureen Wilson
- (3) Jason Farr
- (4) Nrinder Nann
- (5) Sam Merulla
- (6) Chad Collins
- (7) Tom Jackson
- (8) Esther Pauls
- (9) John-Paul Danko
- (10) Brad Clark
- (11) Maria Pearson
- (12) Brenda Johnson
- (13) Lloyd Ferguson
- (14) Arlene VanderBeek
- (15) Terry Whitehead
- (16) Judi Partridge



The foregoing resolution is, by signature below of the Sole Shareholder of the Corporation entitled to vote on such resolutions, passed as a resolution of the Corporation pursuant to the *Business Corporations Act* (Ontario).

Dated as of this 4th day of December 2019.

City of Hamilton

---

Fred Eisenberger  
Mayor

---

Andrea Holland  
City Clerk

**HAMILTON RENEWABLE POWER INC.**  
(the "Corporation")

RESOLUTION OF THE SOLE SHAREHOLDER

**REAPPOINTMENT OF DIRECTORS**

**WHEREAS** the City of Hamilton is the sole shareholder of the Corporation ("Sole Shareholder");

**AND WHEREAS** the Articles of Incorporation of the Corporation provide that the board of directors shall consist of a minimum of one (1) and a maximum of twenty (20) directors;

**AND WHEREAS** the number of directors of the Corporation has been fixed at six (6) by a special resolution of the Sole Shareholder effective December 14, 2010;

**AND WHEREAS** it is the intent of the Sole Shareholder to reappoint the below named persons for an additional term of three years;

BE IT RESOLVED:

That the following persons be reappointed as directors of the Corporation effective November 30, 2019 and shall hold office until November 14, 2022:

- (1) Brenda Johnson
- (2) Terry Whitehead
- (3) John-Paul Danko

The foregoing resolution is, by signature below of the Sole Shareholder of the Corporation entitled to vote on such resolutions, passed as a resolution of the Corporation, pursuant to the *Business Corporations Act* (Ontario).

Dated as of this 4th day of December 2019.

City of Hamilton

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Fred Eisenberger  
Mayor

---

Andrea Holland  
City Clerk

**CITYHOUSING HAMILTON CORPORATION**  
(the "Corporation")

RESOLUTION OF THE SOLE VOTING MEMBER

**REAPPOINTMENT OF DIRECTORS**

**WHEREAS** the City of Hamilton is the sole voting member of the Corporation ("Sole Voting Member");

**AND WHEREAS** By-law No. 1A of the Corporation provides that the board of directors shall consist of a minimum of two (2) and a maximum of thirteen (13) directors;

**AND WHEREAS** the number of directors of the Corporation has been fixed at nine (9) by a declaration and direction of the Sole Voting Member effective as of September 30, 2012;

**AND WHEREAS** it is the intent of the Sole Voting Member to reappoint the below named persons as directors for an additional term of three years.

BE IT RESOLVED:

That the following persons be reappointed as directors of the Corporation effective November 30, 2019 and shall hold office until November 14, 2022:

- (1) Nrinder Nann
- (2) Chad Collins
- (3) Tom Jackson
- (4) Jason Farr
- (5) Maureen Wilson

The foregoing resolution is, by signature below of the Sole Voting Member of the Corporation entitled to vote on such resolutions, passed as a resolution of the Corporation pursuant to the *Corporations Act* (Ontario).

Dated as of this 4h day of December 2019.

City of Hamilton

\_\_\_\_\_  
Fred Eisenberger  
Mayor

\_\_\_\_\_  
Andrea Holland  
City Clerk

**HAMILTON FARMERS' MARKET CORPORATION**  
(the "Corporation")

RESOLUTION OF THE SOLE VOTING MEMBER

**REAPPOINTMENT OF DIRECTOR**

**WHEREAS** the City of Hamilton is the sole voting member of the Corporation ("Sole Voting Member");

**AND WHEREAS** By-law No. 1 of the Corporation provides that the board of directors shall consist of a minimum of seven (7) and a maximum of thirteen (13) directors or such other number of directors as may be determined from time to time by the Sole Voting Member;

**AND WHEREAS** By-law No. 1 of the Corporation provides for the appointment of directors from among the City Councillors of the City of Hamilton, the number of which shall be determined from time to time by the Sole Voting Member and whose term shall run concurrent with the term of the City Council;

**AND WHEREAS** it is the intent of the Sole Voting Member to reappoint the below named person as director for an additional term of three years.

BE IT RESOLVED:

That the following person be reappointed as director of the Corporation effective November 30, 2019 and shall hold office until November 14, 2022:

- (1) Esther Pauls

The foregoing resolution is, by the signature below of the Sole Voting Member of the Corporation entitled to vote on such resolutions, passed as a resolution of the Corporation pursuant to the *Corporations Act* (Ontario).

Dated as of this 4<sup>th</sup> day of December 2019.

City of Hamilton

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Fred Eisenberger  
Mayor

---

Andrea Holland  
City Clerk



**CITY OF HAMILTON**  
**CITY MANAGER'S OFFICE**  
**Administration**  
**and**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Public Health Services - Healthy Environments Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) <b>(Outstanding Business List Item)</b>
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Trevor Imhoff (905) 546-2424 Ext. 1308
<b>SUBMITTED BY:</b>  <b>SIGNATURE:</b>	Janette Smith City Manager
<b>SUBMITTED BY:</b>  <b>SIGNATURE:</b>	Paul Johnson General Manager Healthy and Safe Communities Department

## RECOMMENDATION

- (a) That staff be directed to investigate the areas of focus as detailed in the Corporate Goals and Areas of Focus for Climate Mitigation and Adaptation attached as Appendix "A" to Report CMO19008/HSC19073 and report back to their respective committees on implementation and resources required;
- (b) That the City of Hamilton's annual contribution of \$160,000 towards the Bay Area Climate Change Office for the remainder of the 2018-2022 term of Council be referred to the 2020 operating budget for consideration; and,

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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: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 2 of 9**

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- (c) That the item identified as Development of Departmental Climate Change Workplans within the City of Hamilton be identified as complete and removed from the Outstanding Business Item List.

**EXECUTIVE SUMMARY**

On June 26, 2019, Council approved the motion directing staff to develop comprehensive, corporate-wide climate change adaptation and mitigation work plans under the direction of the City Manager within six months.

The Corporate Climate Change Task Force (Task Force), which included staff from every department across the corporation, has created new enhanced corporate-wide goals and areas of focus for both climate change adaptations and mitigation. The Task Force has also compiled a list of existing corporate climate change actions, attached as Appendix “B” to Report CMO19088/HSC19073.

This report lays the foundation for the first of many corporate-wide, centralized climate change reporting through the Task Force. The purpose of this report is to detail evidence informed goals and areas of focus that will drive work that will help to achieve Hamilton’s long-term Greenhouse Gas (GHG) reduction targets. Staff will then report back to their respective committees on resources required for implementation which will also be centralized and reported annually through the Task Force report.

Since 2017, the cities of Hamilton and Burlington have partnered with the Centre for Climate Change Management at Mohawk College and created the Bay Area Climate Change Office (BACCO) to continue to help foster the much-needed buy-in and culture shift across the cities of Hamilton and Burlington to accelerate climate change action to help achieve our community GHG reduction targets and climate resiliency goals. This will also include a regional wide education and awareness approach to further action across the Bay Area. This report recommends making a financial commitment to BACCO of \$160,000 per year for the remaining three years of this term of Council (2020, 2021, 2022). The City of Burlington and other funders also provide financial support for BACCO.

**Alternatives for Consideration – See Page 5**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The City of Hamilton currently provides an in-kind contribution to the Mohawk College Centre for Climate Change Management for the support of the Bay Area Climate Change Office (BACCO). The current contribution is not annualized and therefore it is recommended that funding in the amount of \$160,000 per year for the remaining years of this term of Council (2020, 2021 and 2022) is being referred to the

**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 3 of 9**

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2020 budget process for a source of funding. The funds will be used by Mohawk College for staff and operating costs for BACCO. The City of Burlington also contributes to BACCO and the staff at BACCO continue to apply for funding from other government, private and philanthropic sources.

As workplans for the corporate goals and areas of focus are developed, any future financial considerations related to climate change mitigation and adaptation will be presented for consideration by Council through the appropriate standing committees or the annual budget process.

Staffing: N/A

Legal: A Memorandum of Understanding (MOU) will be required between the City of Hamilton and Mohawk College.

### **HISTORICAL BACKGROUND**

On March 27, 2019, Council approved the Accelerating and Prioritizing Climate Action in Response to the Climate Emergency motion which directed staff to create a Corporate Climate Change Task Force (Task Force) and report back in 120 days.

On June 17, 2019, the Board of Health received Report BOH19022, Corporate Climate Change Task Force Response to the Climate Change Emergency Declaration which outlined the reporting structure and overarching framework of the Task Force.

On June 26, 2019, Council approved the “Establishment of Departmental Climate Change Workplans within the City of Hamilton” motion. This motion directed staff to develop a comprehensive, corporate-wide climate change adaptation and mitigation workplan, incorporative of all City departments, under the direction of the City Manager within six months.

### **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

None

### **RELEVANT CONSULTATION**

The development of the corporate goals and areas of focus for climate adaptation and mitigation were completed by the Corporate Climate Change Task Force. Membership of the Task Force included staff from the following departments:

- Corporate Services;
- Public Works;
- Planning and Economic Development; and,

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**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 4 of 9**

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- Healthy and Safe Communities.

The Hamilton Conservation Authority and CityHousing Hamilton also participated in the Task Force and the development of the corporate goals and areas of focus. Additional staff beyond the core members were also consulted and given opportunities to provide feedback.

The final goals and areas of focus are a result of corporate-wide feedback, along with final consultation from the Senior Leadership Team.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

On March 27, 2019, Hamilton City Council declared a climate change emergency and directed staff to form a Corporate Climate Change Task Force under the direction of the City Manager. With the declaration of the climate change emergency, the City joined the group of approximately 435 municipalities world-wide. Since then, the total number of municipalities acknowledging the scale of the climate emergency has reached more than 800 cities around the world, including the Government of Canada.

Climate change is already impacting the City through shoreline and escarpment erosion, millions of dollars of infrastructure damages caused by extreme storm events and freeze/thaw cycles, increases in extreme heat events leading to drought, and increased precipitation leading to flooding.

A recent report by the Insurance Bureau of Canada and Federation of Canadian Municipalities (FCM) estimates that across Canada an average annual investment of \$5.3 B is needed for municipalities to adapt to climate change.<sup>1</sup>

Council's approved climate emergency motion also directed the Task Force to investigate actions to be taken which could be incorporated into existing plans and policies to achieve net zero carbon emissions before 2050. This new target of carbon neutrality before 2050 aligns with the most recent United Nations Intergovernmental Panel on Climate Change (IPCC) report.

The goals and areas of focus as described in detail in Appendix "A" to Report CMO19008/HSC19073 were developed by the Task Force. The Task Force followed the corporately endorsed Results Based Accountability (RBA) process which uses a

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<sup>1</sup> Federation of Canada Municipalities (2019). Investing in Canada's Future: The Cost of Climate Adaptation. Retrieved from: <https://data.fcm.ca/documents/focus/investing-in-canadas-future-the-cost-of-climate-adaptation-summary.pdf>



**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 5 of 9**

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data-driven, decision-making process to help community and organizations take actions to improve the lives of the community as a whole.<sup>2</sup>

Appendix “A” to Report CMO19008/HSC19073 establishes overarching goals, with high impact actions and detailed areas of focus to help achieve those goals, along with key indicators that will be tracked to inform how well we are achieving the established goals. Evidence informed decision making using information obtained from recent departmental discussions and current scientific evidence such as the following were used:

- Hamilton’s most recent corporate and community GHG inventories;
- Hamilton and Burlington Low-Carbon Scenario and Technical Report 2016-2050<sup>3</sup>;
- Taking Action on Climate Change in Hamilton – A Community Plan<sup>4</sup>; and,
- The Science of Climate Change: Climate Data for the City of Hamilton<sup>5</sup>

### **Hamilton’s City-Wide Greenhouse Gas Emissions Inventory**

The most recent city-wide Greenhouse Gas (GHG) emissions inventory for the 2017 reporting year is highlighted in Appendix “A” to Report CMO19008/HSC19073. Figure 1.0 is taken from the report and highlights Hamilton’s inventory between 2006-2017, along with Hamilton’s new established targets of 50% by 2030 and carbon neutrality before 2050.

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<sup>2</sup> Fiscal Policy Studies (2019). What is Results-Based Accountability. Retrieved from: <http://resultsaccountability.com/about/what-is-results-based-accountability/>

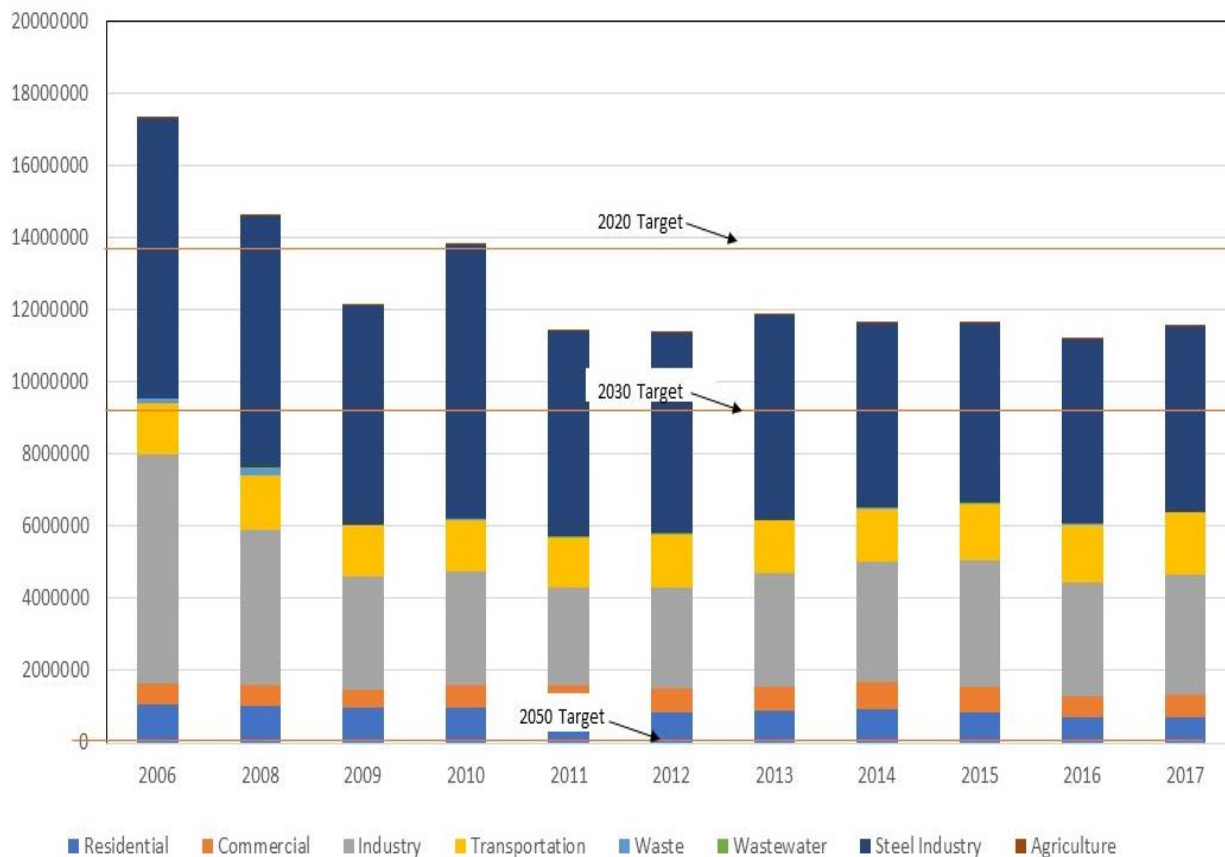
<sup>3</sup> Sustainability Solutions Group (2018). Hamilton and Burlington Low-Carbon Scenario and Technical Report 2016 to 2050. Retrieved from: <https://pub-hamilton.escribemeetings.com/filestream.ashx?DocumentId=195803>

<sup>4</sup> City of Hamilton (2015). Taking Action on Climate Change in Hamilton – A Community Plan. Retrieved from: <https://pub-hamilton.escribemeetings.com/filestream.ashx?DocumentId=117807>

<sup>5</sup> ICLEI Canada (2016). The Science of Climate Change: Climate Data for the City of Hamilton, Ontario. Retrieved from: <https://climatechangehamilton.files.wordpress.com/2017/06/the-science-of-climate-change.pdf>

**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 6 of 9**

Figure 1.0 Hamilton City-Wide Greenhouse Gas Emissions Inventory



In 2017, Hamilton's community GHG emissions were estimated at 11,569,045 tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e). This represents a reduction from the 2006 baseline of approximately 33%, or 5,780,768 tCO<sub>2</sub>e. In order to meet our 2050 target, we will need to reduce community-wide GHG emissions approximately 2,894,138 tCO<sub>2</sub>e from 2017 levels.

### Bay Area Climate Change Office

Although the City of Hamilton can be a leader in facilitating the transition to a low carbon community, corporate emissions in 2017 were 79,028 tCO<sub>2</sub>e. This represents 0.68% of total community-wide emissions. The funding amount for Mohawk College is to provide two full-time staff that will lead the Bay Area Climate Change Office (BACCO) and provide some operational funding. Currently, the BACCO is supported by in-kind part-time support from City of Hamilton staff representing approximately 1.0 Full Time Employment (FTE) from the City of Hamilton. This type of support is not sustainable and currently not enough to fully support the direction of BACCO and its members. Providing

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**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 7 of 9**

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this support will also allow current staff to focus on other corporate climate change priorities such as climate adaptation.

The purpose of the BACCO is to:

- Engage Bay Area residents, students, businesses and communities in climate change mitigation and adaptation;
- Assist the Cities of Hamilton and Burlington to meet the challenges of the Climate Emergency, declared by both the cities of Hamilton and Burlington in 2019;
- Reduce local barriers to greenhouse gas (GHG) emissions reduction; and,
- Establish and engage all sectors of the Bay Area community in the Bay Area Climate Change Council (BACCC) and Bay Area Climate Change Implementation Teams, the bodies which, together, will form the governance structure for the collaborative implementation of climate action.

### **Corporate Goals and Areas of Focus**

The Corporate Climate Change Task Force Goals and Areas of Focus for Climate Change Mitigation and Adaptation lays the foundation and empowers staff to re-prioritize and go do the work and report back through their respective committees and the Task Force. These goals and areas of focus leverage existing work plans and staff expertise.

The Task Force report is the first of many corporate-wide and centralized climate change reporting and is meant to be dynamic as scientific evidence and technology quickly evolves and as priorities change. By working on these goals and areas of focus and taking climate action the City can also work towards achieving other corporate priorities including but not limited to:

- Improving air quality and decreasing chronic health diseases by getting people out of their cars and taking active and sustainable transportation;
- Construction of high-performing new and existing buildings with an equity lens is an opportunity to increase good quality and paying jobs, while also saving money on energy prices, especially for our most vulnerable; and,
- Improving business continuity and saving millions of dollars in infrastructure damages by undertaking climate vulnerability and risk assessment.

Climate change action is not just an environmental opportunity, but also a social and economic opportunity. Working on these areas of focus is the start of Hamilton taking accelerated climate change action to reduce GHG emissions and help improve Hamilton's resiliency to help Hamilton continue now, and in the future, to be the best place to raise a child and age successfully.

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**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation (CMO19008/HSC19073) (City Wide) - Page 8 of 9**

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**ALTERNATIVES FOR CONSIDERATION**

Approve the recommendations within this report and the appendices attached to this report with additional or amended conditions. Specifically, Council may remove or add additional goals and areas of focus to be incorporated into Appendix “A” of Report CMO19008/HSC190713. This is also not recommended given the extensive corporate-wide consultation and overall consensus reached by staff across every department.

**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 CMO19008/HSC19073: Corporate Goals and Areas of Focus for Climate Change Mitigation and Adaptation

**SUBJECT: Corporate Goals and Areas of Focus for Climate Change Mitigation  
and Adaptation (CMO19008/HSC19073) (City Wide) - Page 9 of 9**

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Appendix "B" to Report CMO19008/HSC19073: Hamilton's Existing Corporate Climate  
Change Actions

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# CORPORATE CLIMATE CHANGE TASK FORCE



**Corporate Goals and Areas of Focus for  
Climate Change Mitigation and Adaptation**

**City of Hamilton  
December 4, 2019**



We acknowledge the City of Hamilton is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas for the Credit First Nations.

Today, the City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.





## Acknowledgements:

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Thank you to the members of the Corporate Climate Change Task Force (CCCTF) for their hard work and dedication to helping move Hamilton forward towards a prosperous low carbon and sustainable future. The multi-department CCCTF included:

**Dave Arsenault** – Hamilton Water  
**Gavin Chamberlain** – Corporate Services  
**Tom Chessman** – Public Works  
**Robert Clackett** – Planning and Economic Development  
**Jennifer DiDomenico** – Public Works  
**Margaret Fazio** – Planning and Economic Development  
**Trevor Imhoff (Chair)** – Healthy and Safe Communities  
**John Lane** – Planning and Economic Development  
**Alissa Mahood** – Planning and Economic Development  
**Andrea McDowell** – Healthy and Safe Communities  
**Brian McMullen** – Corporate Services  
**Raffaella Morello** – Public Works  
**Scott Peck** – Hamilton Conservation Authority  
**Jeff Poljanski** – Public Works  
**Shelley Rogers** – Healthy and Safe Communities  
**Sam Scarlett** – Public Works  
**Chris Shilton** – CityHousing Hamilton

Thank you to all of the staff across the City of Hamilton that helped in the creation of this report and ongoing work you all do on a daily basis to make Hamilton the best place to raise a child and age successfully.

A special thank you for the strategic direction and guidance of our City Manager **Janette Smith** and the rest of Senior Leadership including:

**Paul Johnson** – General Manager, Healthy and Safe Communities Department  
**Dan MacKinnon** – General Manager, Public Works  
**Jason Thorne** – General Manager, Planning and Economic Development  
**Mike Zegarac** – General Manager, Corporate and Finance Services



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# City of Hamilton's Corporate Climate Change Goals

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## **Goal 1 Buildings**

To increase the number of new and existing high performance state-of-the-art buildings that improve energy efficiency and adapt to a changing climate.

## **Goal 2 Active and Sustainable Travel**

To change the modal split and investigate strategies so that more trips are taken by active and sustainable transportation than single use occupancy vehicles.

## **Goal 3 Transportation**

To accelerate the uptake of modes of transportation that are low and/or zero emissions.

## **Goal 4 Planning**

To ensure a climate change lens is applied to all planning initiatives to encourage the use of best climate mitigation and adaptation practices.

## **Goal 5 Procurement**

To procure goods, services and construction from vendors who conduct their business in a sustainable and ethical manner that considers equity, diversity and inclusion that contributes to the greater good of the community.

## **Goal 6 Protect and Restore the Natural Environment**

To increase our carbon sinks and local food production through the preservation and enhancement of the natural environment, including local farmland.

## **Goal 7 Climate Adaptation**

To improve Hamilton's climate resiliency by decreasing our vulnerability to extreme weather, minimizing future damages, take advantage of opportunities, and better recover from future damages.

## **Goal 8 Diversity, Health and Inclusion**

To ensure all our work promotes equity, diversity, health and inclusion and improves collaboration and consultation with all marginalized groups, including local Indigenous Peoples.

## **Goal 9 Education and Awareness**

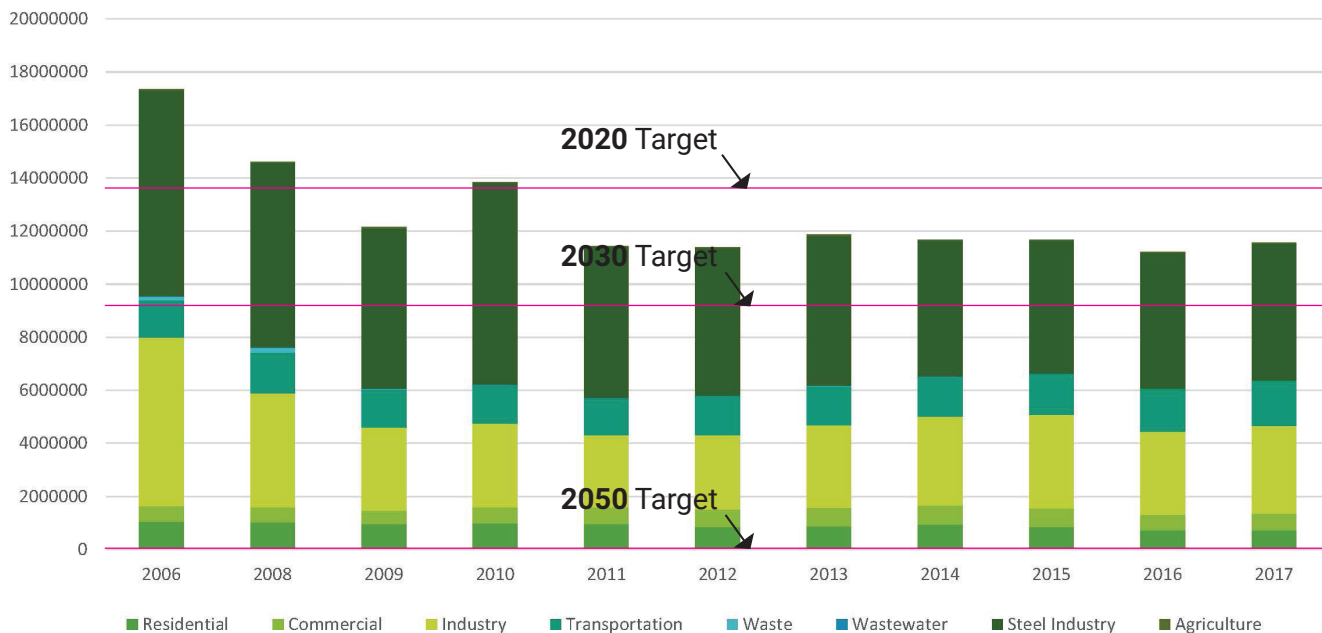
To increase the knowledge and empower City staff and the Hamilton community including business, NGO's and individual citizens while advocating to higher levels of government to take action on climate change.

# Overview and Context

The City of Hamilton has been tracking and annually reporting city-wide Greenhouse Gas (GHG) emissions since 2006. Since 2006 city-wide emissions has been reduced approximately 33% or 5,780,768 tonnes carbon dioxide equivalent (tCO<sub>2e</sub>).

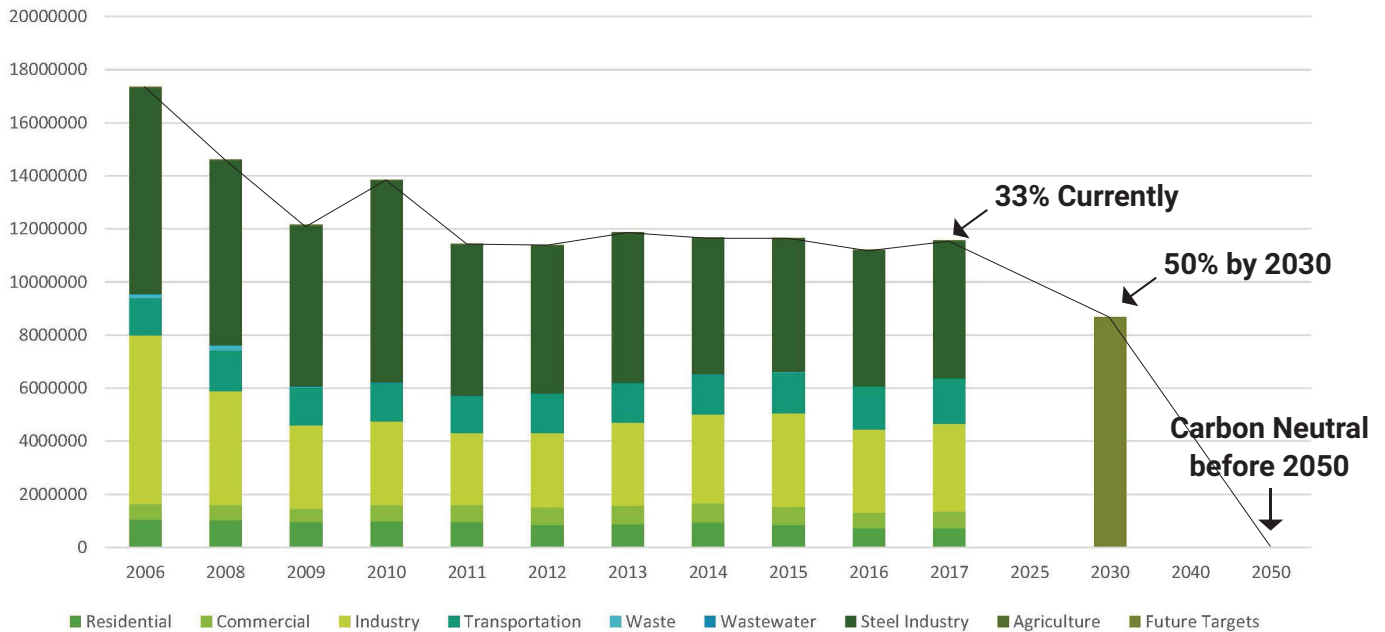
Hamilton City Council at it's meeting on March 27, 2019 ratified the motion Accelerating and Prioritizing Climate Action in Response to the Climate Emergency which set a new GHG reduction target of achieving carbon neutrality before 2050. This new target aligns with the United Nations Intergovernmental Panel on Climate Change (IPCC) scientific report that outlined global requirements to keep global warming below 1.5 degrees Celsius.

**Figure 1 | Hamilton's Community Greenhouse Gas Emissions Inventory**



The City of Hamilton has already established an interim target of 50% reduction by 2030. In order to reach the interim target of 50% reduction based on 2006 baseline, GHG emissions will need to be reduced by approximately 2,894,138.50 tCO<sub>2</sub>e from 2017 levels.

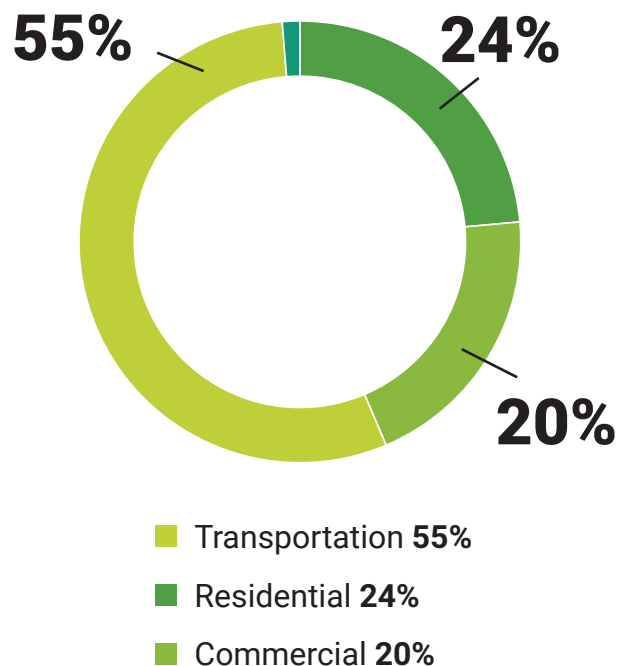
**Figure 2 | Hamilton’s GHG Emissions Inventory and Reduction Targets**



The major GHG emission sources in Hamilton remain to be industrial emissions, specifically steel emissions at approximately 5,156,276 tCO<sub>2</sub>e, or 45% of Hamilton’s total emissions. Although the industrial and steel sector still represent the largest source of emissions, both steel and industrial emissions have reduced their emissions since 2006 by 33.5% and 47.8% respectively, whereas commercial and transportation has increased their emissions by +5.5% and +20.7% respectively from 2006 baseline emissions.

When excluding industrial emissions from Hamilton’s inventory the major sources of GHG emissions are:

**Figure 3 | Hamilton’s Big Three Community GHG Emissions Excluding Industry**



# City of Hamilton's Corporate Climate Change Mitigation and Adaptation Areas of Focus

City Council declared a climate change emergency in March 2019, at that time joining 435 municipalities world-wide. Since then the total number of municipalities have reached more than 800 cities around the world, including the Government of Canada, all acknowledging the scale of the climate crisis and the need for accelerated action.

The City of Hamilton understands declaring a climate emergency is just the beginning. City Council through its climate emergency declaration directed staff to form a multi-departmental Corporate Climate Change Task Force (CCCTF). Through the CCCTF a centralized reporting approach has been created where all departments have compiled a list of their existing climate change initiatives.

The CCCTF follows corporate principles based on:

**Figure 4 | Corporate Climate Change Task Force Principles**



Utilizing the most current scientific reports including Hamilton's Community Climate Change Action Plan<sup>1</sup>, Hamilton and Burlington Low-Carbon Scenario and Technical Report 2016 to 2050<sup>2</sup>, and The Science of Climate Change: Climate Data for the City of Hamilton, Ontario<sup>3</sup> the CCCTF compiled departmental-wide lists of existing and future actions and conducted a gap analysis to determine new high impact areas of focus departments can take in order to enable the acceleration of low carbon and climate resilient actions to move Hamilton towards a prosperous low carbon resilient community.

<sup>1</sup>City of Hamilton (2015). Taking Action on Climate Change in Hamilton – A Community Plan. Retrieved from: <https://pub-hamilton.escribemeetings.com/filestream.ashx?DocumentId=117807>

<sup>2</sup>Sustainability Solutions Group (2018). Hamilton and Burlington Low-Carbon Scenario and Technical Report 2016 to 2050. Retrieved from: <https://pub-hamilton.escribemeetings.com/filestream.ashx?DocumentId=195803>

<sup>3</sup>ICLEI Canada (2016). The Science of Climate Change: Climate Data for the City of Hamilton, Ontario. Retrieved from: <https://climatechangehamilton.files.wordpress.com/2017/06/the-science-of-climate-change.pdf>



# Corporate Goals, High Impact Actions, Areas of Focus and Indicators

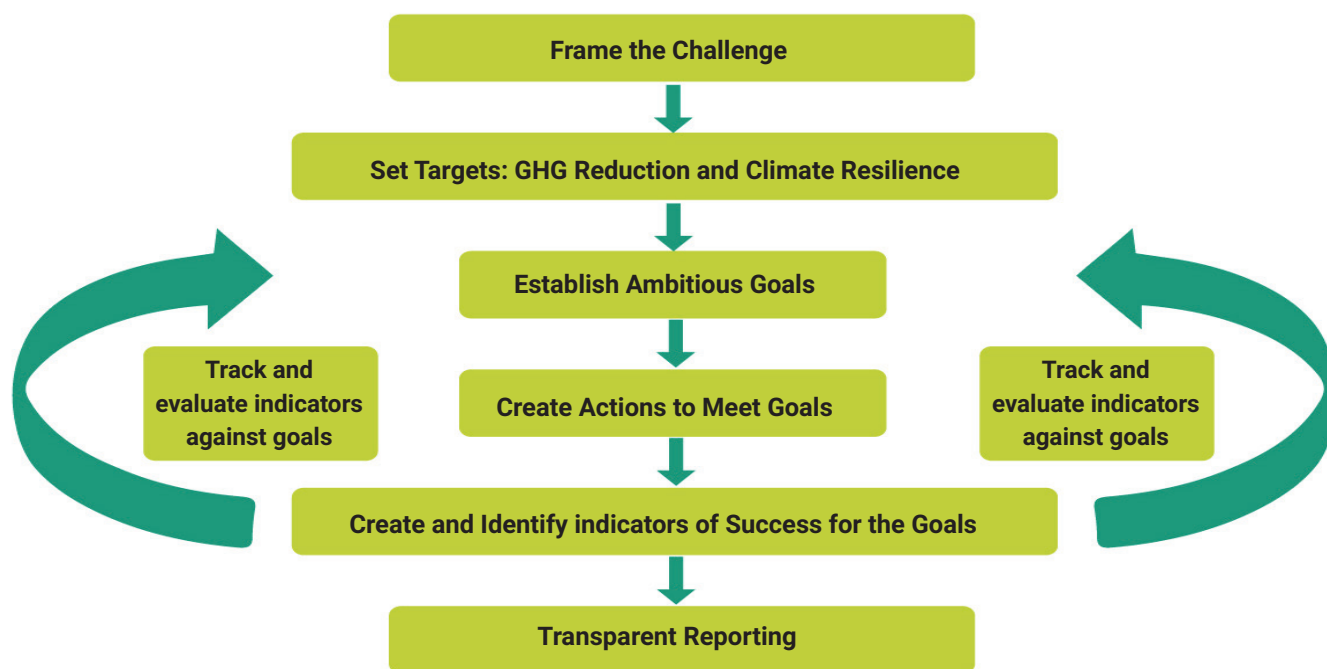
The purpose of this report is to lay the foundation for the first corporate-wide climate change reporting framework and areas of focus to empower City staff and enable the community to take action on climate change.

The corporate goals, high impact actions, areas of focus and indicators listed in the subsequent pages follows the Results Based Accountability (RBA) corporately endorsed process. The RBA uses a data-driven, decision-making process to help community and organizations get beyond talking about problems and taking actions to improve the lives of the community as a whole<sup>4</sup>.

Using science driven data from the most recent climate change reports for the City of Hamilton for both climate change mitigation and adaptation, the CCCTF prioritized a list of over 175 actions. Through a gap analysis those actions were compared to those identified existing climate change actions. The actions that were not being fully addressed were prioritized based on its impacts to reduce GHG emissions and adapt to climate change.

The establishment of the overarching ambitious goals were created from grouping the list of over 175 actions into themes. The CCCTF underwent a visioning exercise as well to further reinforce the main themes. Figure 5 below briefly describes the process of the CCCTF and how it plans to continue to be results based by annually evaluating our results through the identification and tracking of key indicators.

**Figure 5 | CCCTF Process Map for Action Planning**



<sup>4</sup> Fiscal Policy Studies.(2019). What is Results-Based Accountability. Retrieved from: <http://resultsaccountability.com/about/what-is-results-based-accountability/>

# Goal 1:

## Buildings

To increase the number of new and existing high performance state-of-the-art buildings that improve energy efficiency and adapt to a changing climate.

### Community

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will work within its jurisdiction and authority to achieve a high level of environmental performance in future private sector construction.	Material reuse/recycling associated with demolitions.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Information materials and best practice guidelines related to green building practices.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Eligibility of climate change-related property improvements as part of existing financial incentive programs.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Minimum environmental performance requirements for eligibility for existing financial incentive programs.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Development fees and potential fee rebates for green development.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Award/recognition programs for green development.	Planning and Economic Development	Initiate: 2020 Report: Annually

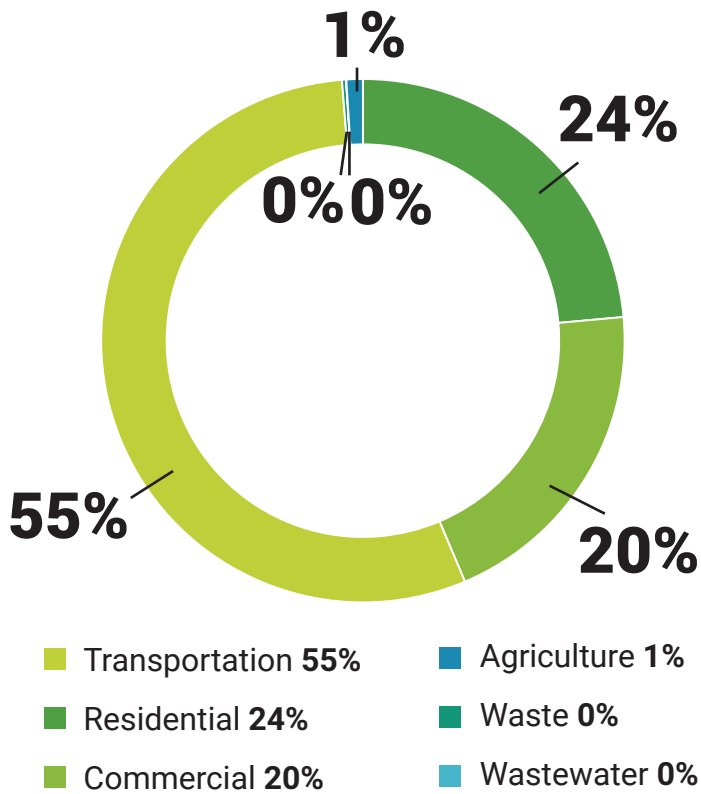
#### Background Data:

- When excluding industry, residential and commercial buildings represent 44% (1,349,362 tCO<sub>2</sub>e) of Hamilton’s GHG emissions.
- Climate change threatens our existing and future infrastructure through extreme weather events and climate resilient infrastructure is needed.

#### Key Indicators:

- Number of new buildings achieving enhanced energy efficiency compared to minimum Ontario Building Code requirements.
- Total tCO<sub>2</sub>e by fuel type per residential, commercial and industrial sector.

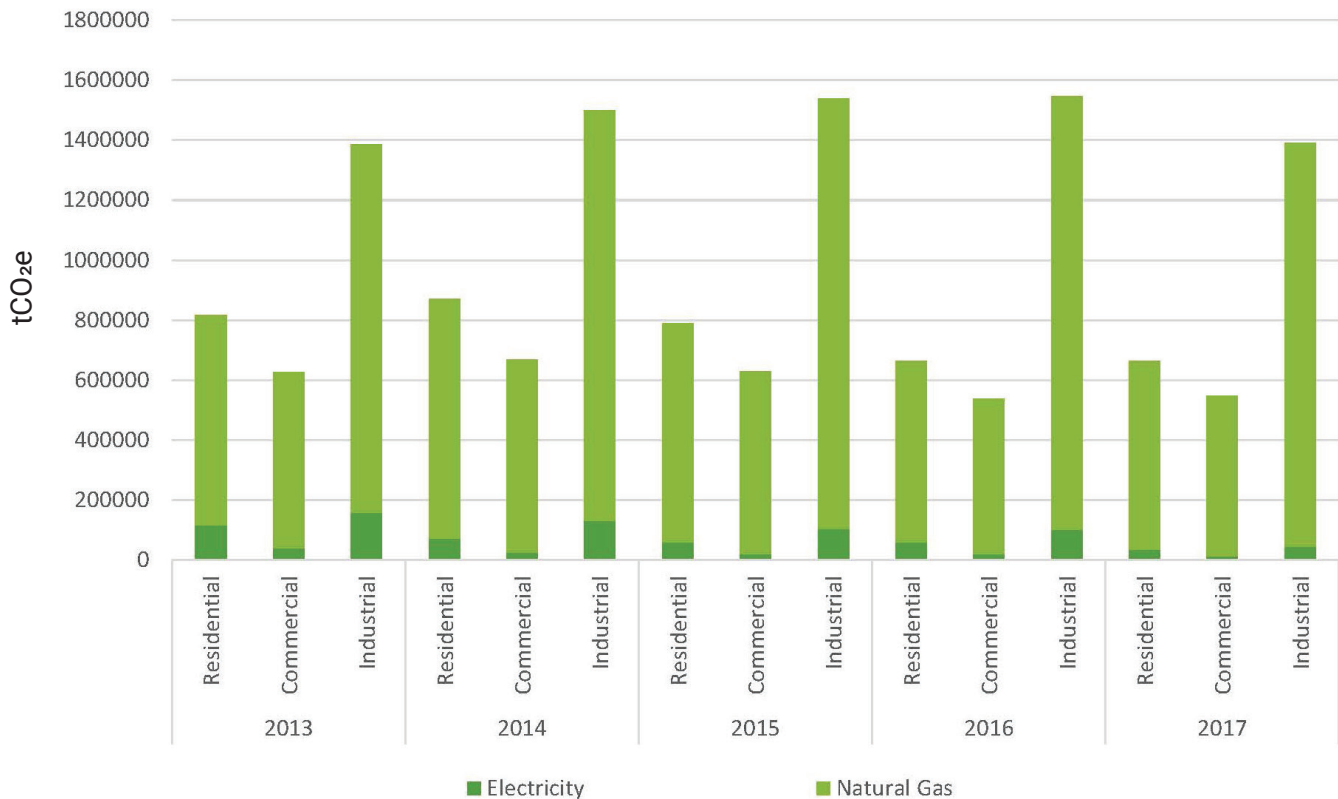
**Figure 6 | 2017 Community Emissions (excluding Industry)**



**Figure 7 | Number of Buildings Achieving Enhanced Environmental Performance**



**Figure 8 | Electricity and Natural Gas tCO<sub>2e</sub> by Building Sector 2013 -2017**





# Goal 1:

# Buildings

## City Leading by Example

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will update the Corporate Energy Policy's GHG emissions target to align with new community targets.		Public Works	Initiate: 2020 Report: Annually
The City will update the Corporate Energy Policy so that all new corporately owned assets are built to the highest performance, best industry standards.	Integrating best practices for climate mitigation.	Public Works	Initiate: 2020 Report: Annually
	Integrating best practices for climate adaptation.	Public Works	Initiate: 2020 Report: Annually
The City will retrofit existing corporately owned assets to improve energy efficiency and reduce GHG emissions to achieve new Corporate Energy Policy targets.		Public Works	Initiate: 2020 Report: Annually

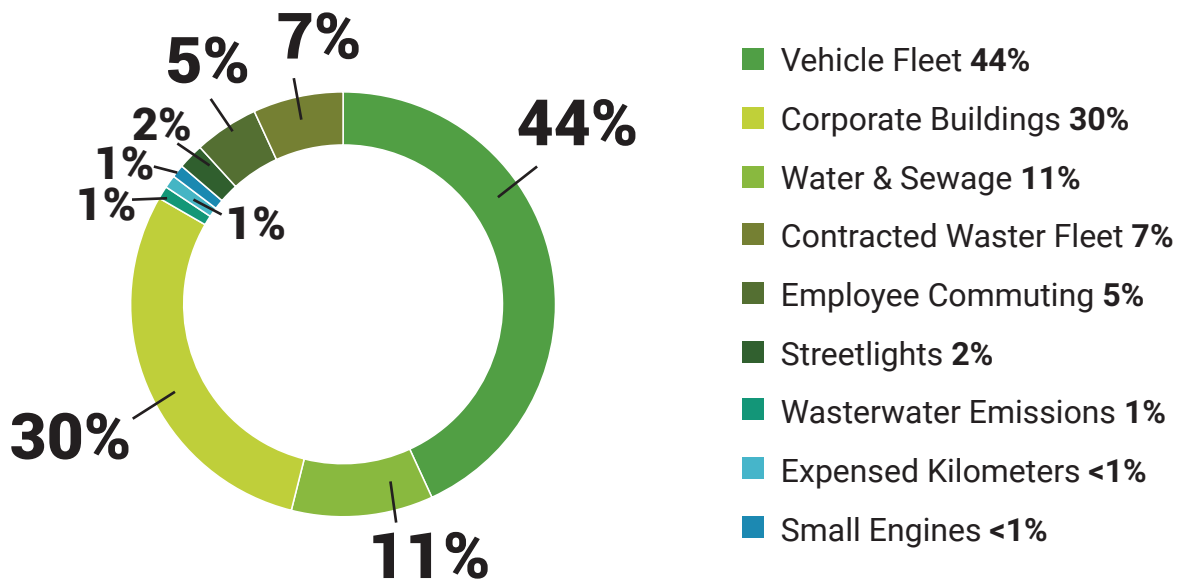
### Background Data:

- Corporately owned buildings represent 30% (approx. 23,916 tCO<sub>2</sub>e) of the City of Hamilton's corporate GHG emissions.
- Building retrofits and energy efficiency is one of the most affordable ways to reduce GHG emissions.

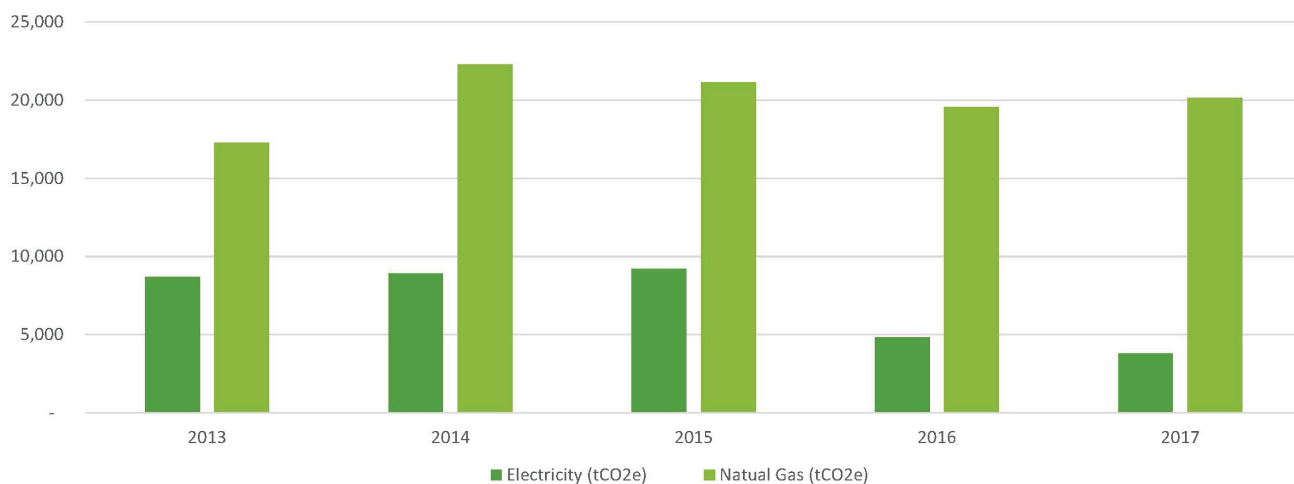
### Key Indicators:

- Adoption of Corporate Policy Update.
- Total tCO<sub>2</sub>e by corporately owned buildings by fuel type.
- Total energy and cost savings from corporate building retrofits annually.

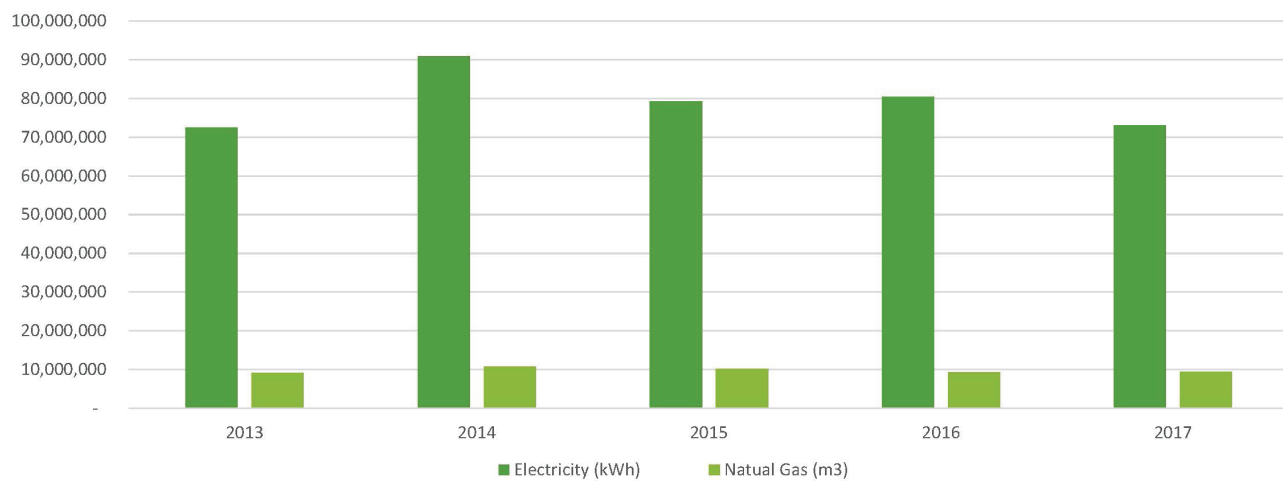
**Figure 9 | Corporate GHG Emissions Breakdown**



**Figure 10 | Corporate Owned Buildings tCO<sub>2</sub>e by Fuel Type 2013-2017**



**Figure 11 | Corporate Owned Buildings Fuel Consumption 2013-2017**



**Goal 2:**

**Active and Sustainable Travel**

To change the transportation modal split so that more trips are taken by active and sustainable transportation than single use occupancy vehicles.

**Community**

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will accelerate initiatives to shift a greater proportion of trips to more sustainable modes of travel including walking, cycling, transit and carpool/carshare.	Opportunities for acceleration of implementation of Transportation Master Plan, including street design standards and Vision Zero initiatives.	Planning and Economic Development, Public Works	Initiate: 2020 Report: Annually
	Opportunities for acceleration of implementation of Hamilton’s cycling master plan network and cycling infrastructure, including bike share and bike parking.	Planning and Economic Development, Public Works	Initiate: 2020 Report: Annually
	Opportunities to expand car share programs including “floating car share”.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Update to the City’s Parking Master Plan, including parking pricing, boulevard parking policies, priority parking policies.	Planning and Economic Development	Initiate: 2020 Report: Annually

**Background Data:**

- 2016 Census data reports that single occupancy vehicles represent approximately 67% of all the trips taken in Hamilton.

**Key Indicators:**

- Percent modal split of public and active transportation vs single use passenger vehicles.
- Total tCO<sub>2e</sub> by fuel type and vehicle type.
- Total kilometers of bike lanes across Hamilton.

Figure 12 | Hamilton's 2016 Modal Split



Figure 13 | tCO<sub>2</sub>e by Fuel and Vehicle Type

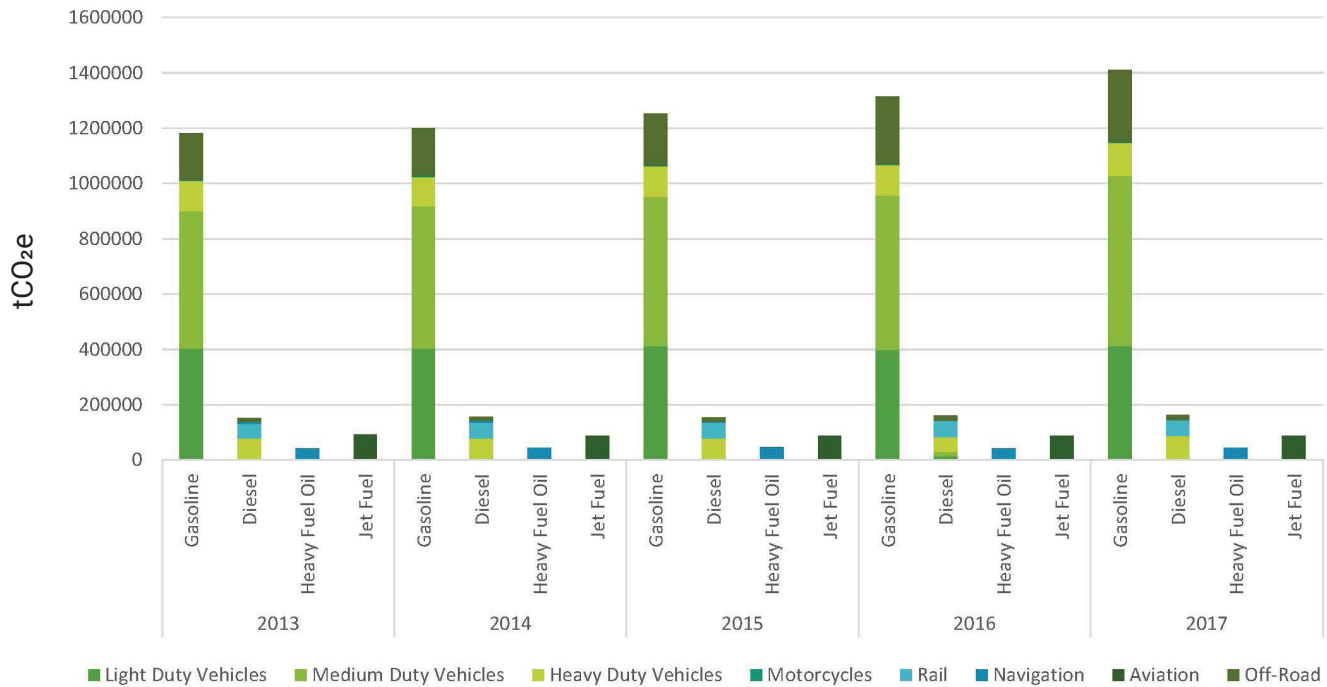


Figure 14 | Hamilton 2019 Cycling Infrastructure

**325 km** Signed cycling routes



**232 km** Bicycle lanes



**150 km** Major multi-use trails



## Goal 2: Active and Sustainable Travel

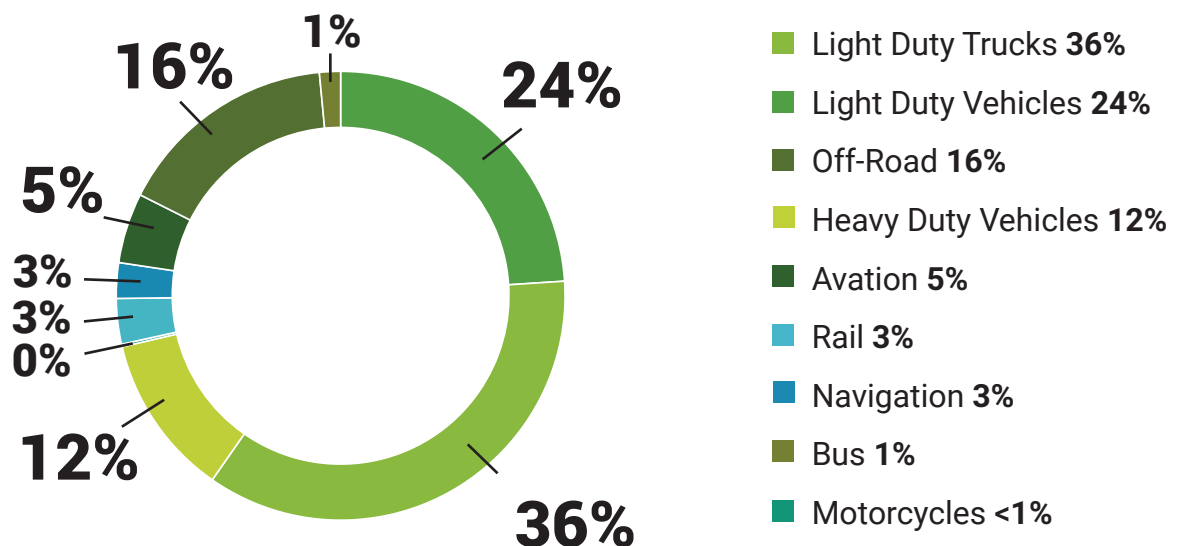
### City Leading by Example

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will shift employee travel, including trips to work and trips for work purposes, away from single occupant vehicles toward more sustainable modes of travel.	Promotion of existing programs such as Smart Commute, employee transit passes and employee SOBI memberships.	All Departments	Initiate: 2020 Report: Annually
	Mileage reimbursement policies and employee benefit programs such as employee parking.	Corporate Services	Initiate: 2020 Report: Annually
	Best practices for analysis of Route Optimization.	All Departments	Initiate: 2020 Report: Annually
	Walking/cycling for delivery of city services such as parking enforcement, by-law enforcement.	Planning and Economic Development	Initiate: 2020 Report: Annually

#### Background Data:

- At 61% (1,036,302 tCO<sub>2e</sub>) of total transportation emissions, light duty and medium duty single occupancy vehicles by far represents the largest city-wide transportation GHG emissions.

Figure 15 | Community Transportation tCO<sub>2e</sub> per Vehicle Type



# Goal 3:

# Transportation

To accelerate the uptake of modes of transportation that are low and/or zero emissions.

## Community

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will expand private Electric Vehicle (EV) infrastructure.	Opportunities for encouraging or requiring EV infrastructure as part of new development.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Opportunities for electrical connections at festival sites, frequent filming locations, and other areas where generators are commonly used.	Planning and Economic Development, Public Works	Initiate: 2020 Report: Annually

### Background Data:

- In 2017 it is estimated that light duty gasoline trucks and light duty gasoline vehicles represents 60% (1,027,642 tCO<sub>2e</sub>) of total emissions from the transportation sector.

### Key Indicators:

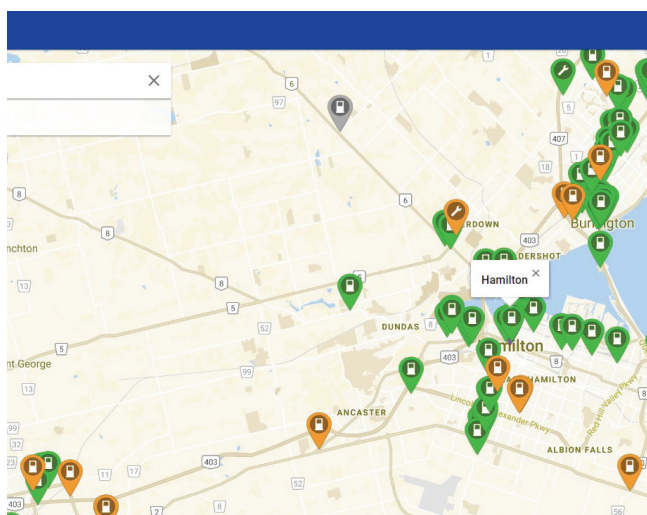
- Total number of low and/or zero emission vehicles registered within Hamilton using Ministry of Transportation data.
- Total number and map of electric vehicle charging stations across Hamilton.

**Figure 16** | 2019 Vehicle Registrations of PHEV & BEV in Hamilton

**BEVs: 759**  
**PHEVs: 1013**

Source: Ministry of Transportation BEV and PHEV Ownership Output for Hamilton (2019)

**Figure 17** | Location of Electric Vehicle Charging Stations Across Hamilton



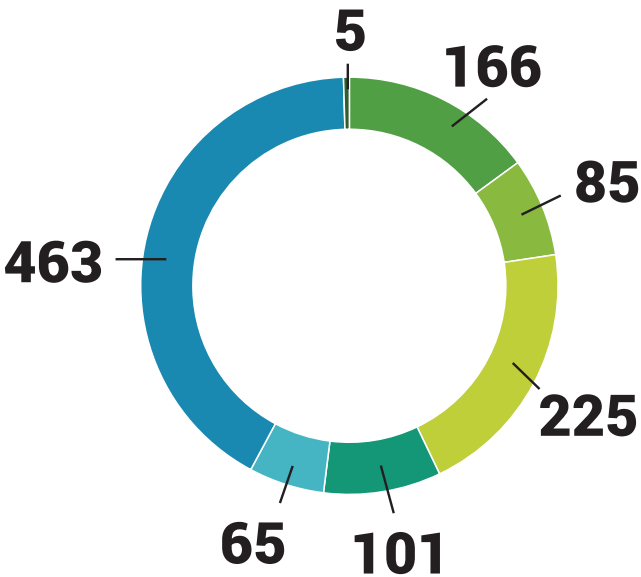
Source: PlugShare (2019)  
Retrieved from: <https://www.plugshare.com/>

# Goal 3: Transportation

## City Leading by Example

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will expand public Electric Vehicle (EV) infrastructure.	Standards for EV stations at new municipal buildings.	Public Works	Initiate: 2020 Report: Annually
	Expanding EV stations in municipal parking lots, existing municipal buildings, and on-street.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Expanding EV stations in municipal facility parking lots, existing facility buildings, and on-street.	Healthy and Safe Communities	Initiate: 2020 Report: Annually
The City will transition City-owned vehicles and equipment toward low or zero emission alternatives where feasible.	Environmental performance standards in the corporate fleet policy.	All Departments	Initiate: 2020 Report: Annually
	Environmental performance requirements in city procurement processes.	All Departments	Initiate: 2020 Report: Annually

Figure 18 | Hamilton’s 2017 Fleet Composition



**Background Data:**

- City of Hamilton’s corporate fleet represents 44% (34,671 tCO<sub>2</sub>e) of total Corporate GHG emissions.

**Key Indicators:**

- Total number and percent of low and/or zero emission vehicles within Hamilton’s fleet.

- Light Duty (Gas) 463
- Heavy Duty (Diesel) 225
- Bus (CNG) 85
- Bus (Diesel) 166
- Medium Duty (Gas) 65
- Medium Duty (Diesel) 101
- Light Duty (Gas) 5



**Goal 4:**

**Planning**

To ensure a climate change lens is applied to all planning initiatives to encourage the use of best climate mitigation and adaptation practices.

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will ensure future land use and development supports climate change mitigation and resiliency.	Climate change evaluation framework/ lens as part of GRIDS2 and the Municipal Comprehensive Review.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Energy and Environmental Assessment Report requirement for new development proposals.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Adoption of Community Energy Plan.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Low Impact Development guidelines within the City's Comprehensive Engineering Guidelines, Site Plan guidelines and zoning standards.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Climate change evaluation framework/ lens for future infrastructure master plans.	Public Works	Initiate: 2020 Report: Annually

**Background Data:**

- All planning decisions that influence the built environment has a direct impact on a city's GHG emissions and overall climate resiliency.

**Key Indicators:**

- Number of planning initiatives that include climate change evaluation/lens.

**Figure 19 | Map of City of Hamilton**



Source: City of Hamilton Open Data Portal (2019)



# Goal 5:

# Procurement

To procure goods, services and construction from vendors who conduct their business in a sustainable and ethical manner that considers equity, diversity and inclusion that contributes to the greater good of the community.

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
Update and modify procurement/ purchasing policies to include scoring components for enhanced environmental performance including both climate change mitigation and adaptation, and support for testing innovative technologies.	Minimum environmental performance for standard construction documents.	All Departments	Initiate: 2020 Report: Annually
	Updating City Roster and Request for Proposal with climate change lens.	All Departments	Initiate: 2020 Report: Annually
	Investigate products/materials with climate change lens.	All Departments	Initiate: 2020 Report: Annually

**Background Data:**

- Procurement process can be used as a strategic function to support the city and community’s priorities of reducing GHG emissions and adapting to a changing climate.

**Key Indicators:**

- Total number of completed contracts that invoked updated clauses to achieve key climate change mitigation and adaptation outcomes.
- Amount of solid waste diverted from landfills as result of packaging, construction waste management, and material re-use requirements included in City contract documents.

## Goal 6: Protect and Restore the Natural Environment

To increase our carbon sinks and local food production through the preservation and enhancement of the natural environmental, including local farmland.

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will ensure future land use and development supports climate change mitigation and resiliency.	Adoption of the Urban Forest Strategy.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Develop guidelines for private land tree planting, tree replacement, permeability and lot cover to update City's Comprehensive Engineering Guidelines and Site Plan Guidelines.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Develop guidelines for public land tree planting, tree replacement, permeability and lot cover to update City's Comprehensive Engineering Guidelines and Site Plan Guidelines.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Green standards for city-owned parking facilities.	Planning and Economic Development	Initiate: 2020 Report: Annually
Investigate incorporating green assets into existing asset management plans as per O.Reg. 588/17: Asset Management Planning For Municipal Infrastructure.		Public Works	Initiate: 2020 Report: Annually

### Background Data:

- Hamilton has a 35% tree canopy cover target and through the Urban Forest Strategy research urban tree canopy is at approximately 21%.
- The natural environment and green infrastructure can help reduce climate change impacts such as extreme weather while also sequestering carbon from the atmosphere.

### Key Indicators:

- Percent complete of incorporating green infrastructure into Asset Management Plan.
- Number of Urban Forest Strategy actions initiated.

# Goal 7:

# Climate Adaptation

To improve Hamilton’s climate resiliency by decreasing our vulnerability to extreme weather, minimizing future damages, take advantage of opportunities, and better recover from future damages.

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will undertake a city-wide climate vulnerability and risk assessment through ICLEI Canada’s Building Adaptive and Resilient Cities (BARC) framework.	Update existing climate risk statements.	Healthy and Safe Communities	Initiate: 2020 Report: Annually
	Collect comprehensive background data.	Healthy and Safe Communities	Initiate: 2020 Report: Annually

### Background Data:

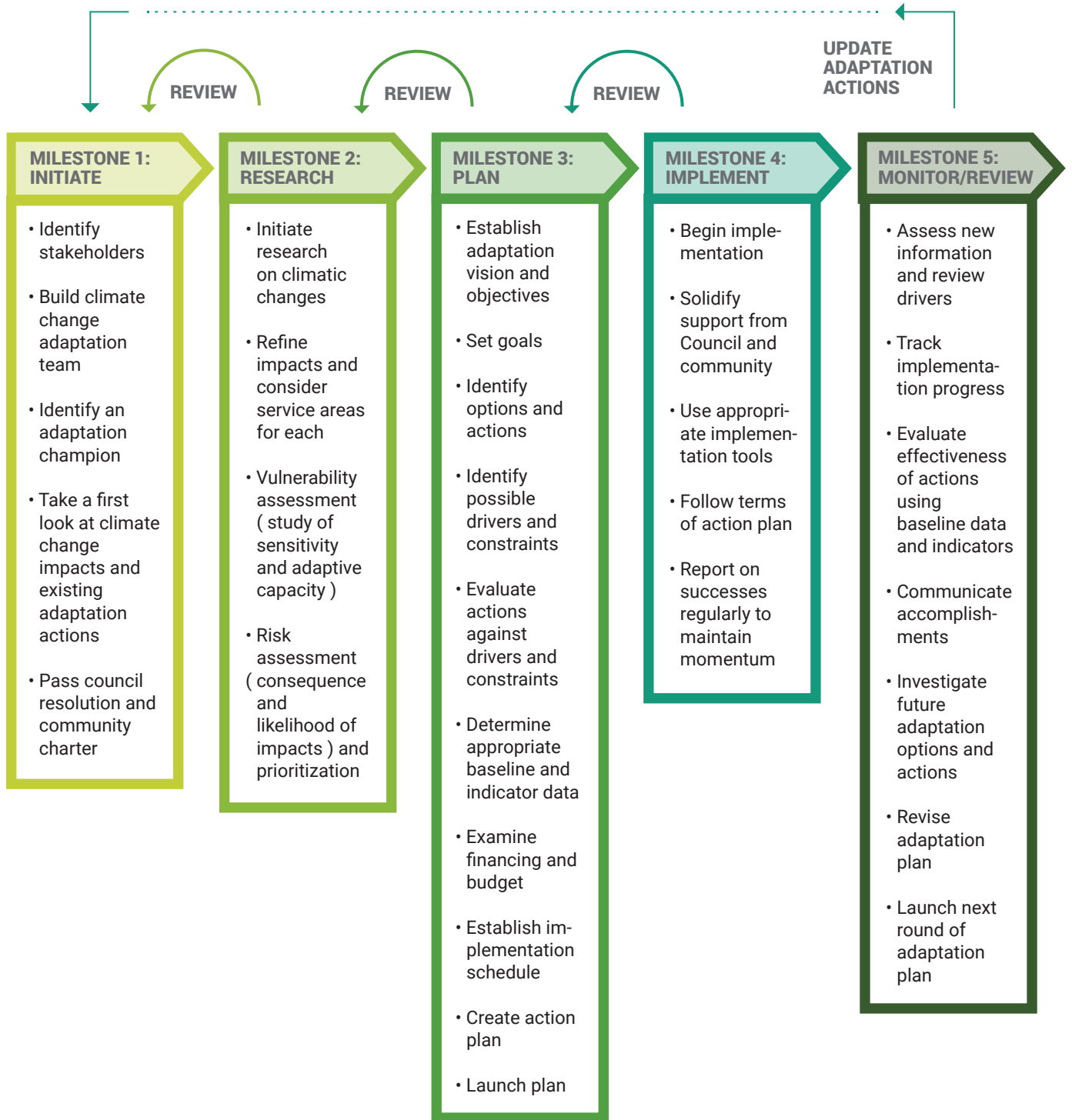
- Climate change is projected to increase the intensity, duration and frequency of extreme weather events.
- Insurance Bureau of Canada recent report by Green Analytics estimates that across Canada an average annual investment of \$5.3 billion is needed for municipalities to adapt to climate change.<sup>5</sup>
- Hamilton is already experiencing climate change impacts through flooding, extreme heat, increase freeze-thaw cycles damaging infra structure, increase vector-borne disease, etc.

### Key Indicators:

- Number of milestones achieved through the BARC framework.

<sup>5</sup>FCM(2019). Investing in Canada’s Future: The Cost of Climate Adaptation. Retrieved from: <https://data.fcm.ca/documents/focus/investing-in-canadas-future-the-cost-of-climate-adaptation-summary.pdf>

Figure 21 | ICLEI Canada's BARC Milestones



**Goal 8:**

# Diversity, Health and Inclusion

To ensure all our work promotes equity, diversity, health and inclusion and improves collaboration and consultation with all marginalized groups, including local Indigenous Peoples.

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will work to enhance collaboration and consultation with the public and all marginalized groups, including local Indigenous people on climate change and protecting the environment.	Identification of existing and future initiatives to enhance local Indigenous consultation.	All Departments	Initiate: 2020 Report: Annually
	Implement corporate public engagement policy and toolkit when ready.	All Departments	Initiate: 2020 Report: Annually

**Background Data:**

- Working in collaboration with Indigenous people will not only strengthen the cause, but it works within the scope of Hamilton’s Urban Indigenous Strategy that identifies the City’s commitment on consultation and reconciliation creating meaningful relationships.
- An equitable and diversity lens on climate change actions will help to prevent unjust impacts to our most vulnerable populations.
- Climate change action can also achieve many community-wide objectives that can improve public health and social equity.

**Key Indicators:**

- Number and percent of staff trained on Indigenous Cultural Training.

**Goal 9:**

**Education and Awareness**

To increase the knowledge and empower City staff and the Hamilton community including business, NGO’s and individual citizens while advocating to higher levels of government to take action on climate change.

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will train its staff and subject matter experts on best practices related to climate change mitigation and climate change resiliency.	Training and education for building managers and facility staff on building and facility operations.	All Departments	Initiate: 2020 Report: Annually
	Training and education for Building Division staff on green building standards and best practices.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Partnerships, including CityLab, to undertake research and develop best practices.	All Departments	Initiate: 2020 Report: Annually
	General level of climate change training and onboarding.	All Departments	Initiate: 2020 Report: Annually
The City will advocate to higher levels of government for actions to address climate change.	Infrastructure funding.	City Manager’s Office	Initiate: 2020 Report: Annually
	Ontario Building Code requirements for new development.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Development of the regional frequent transit network.	Planning and Economic Development	Initiate: 2020 Report: Annually
	Expand existing provincial/federal funded retrofit programs to include improved energy efficiency.	TBD	Initiate: 2020 Report: Annually
	Advocate to Ministry of Environment, Conservation and Parks to update stormwater sewer and water design standards.	Planning and Economic Development, Public Works	Initiate: 2020 Report: Annually

High Impact Actions	Areas of Focus for Further Work	Department Lead	Reporting Timeline
The City will train its staff and subject matter experts on best practices related to climate change mitigation and climate change resiliency.		Healthy and Safe Communities	Initiate: 2020 Report: Annually
The City will advocate to higher levels of government for actions to address climate change.		Healthy and Safe Communities	Initiate: 2020 Report: Annually

### Background Data:

- City-wide GHG emissions are approximately at 33% reduction based on 2006 baseline with new targets of 50% by 2030 and carbon neutral before 2050.
- Overall corporate emissions only represent less than 1% of city-wide emissions and a large behavioural shift needs to occur across the community to meet our targets.

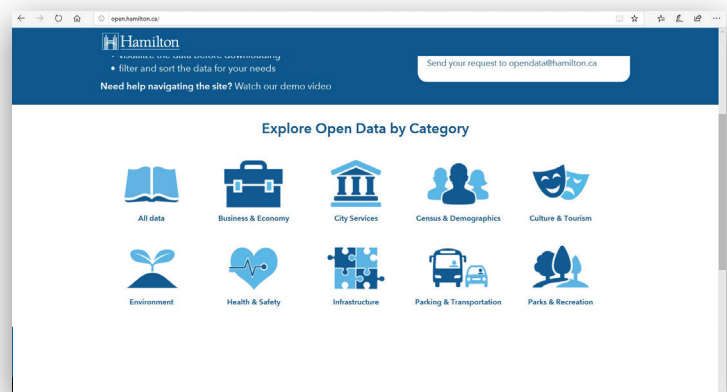
### Key Indicators:

- Annual percent GHG emission reduction by sector across the City of Hamilton.
- Number of new climate change initiatives across the City of Hamilton through online data portal.
- Number of building managers, staff and inspectors trained on best practices related to climate change mitigation and adaptation.

**Figure 22 | 2017 GHG Emission Reduction by Sector Composition**

2017 GHG Reductions	
Residential	30.53%
Commercial	+5.55%
Industry	47.77%
Transportation	+20.73%
Waste	93.66%
Wastewater	97.92%
Steel Industry	33.53%
Agriculture	25.27%
<b>Total Community</b>	<b>33%</b>
<b>Total Corporate</b>	<b>38%</b>

**Figure 23 | Hamilton's Existing Data Portal**



Source: City of Hamilton Open Data Portal (2019)

# Conclusion

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**The City of Hamilton is committed to fighting climate change, reaching our GHG emissions reduction targets and climate resiliency goals with all internal and external partners, including local Indigenous people. It will take a concerted effort from all levels of government, organizations, businesses, institutions and academia to ensure Hamilton city-wide reaches its GHG reduction targets and effectively adapts to a changing climate.**

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Climate change has and continues to be a priority for the City of Hamilton. Hamilton joined the Partners for Climate Protection in 1994 and has achieved the past established milestones and targets. The climate emergency declaration re-affirms the City's commitment and directs staff to centralize and accelerate climate change work across all departments. Appendix "B" to Report CMO19008/HSC19073 is a centralized list of existing actions each department is already working on that addresses climate change.

Climate change action not only helps to meet the City's GHG reduction targets and increase our climate resiliency, but also provides several co-benefits that help to meet Hamilton's other priorities including but not limited to:

- Reduction of GHG emissions through single use vehicles and improving active and sustainable forms of transportation helps to improve air quality, decreases chronic health diseases such as obesity and reduces sedentary lifestyle and improves overall health and well-being of Hamilton's population;
- Construction of high-performing buildings is an opportunity to increase good quality and paying jobs, while also saving money on energy prices through building energy retrofits. Ensuring an equity lens is included will also help to improve vulnerable populations standard of living and overall well-being; and
- Conducting a climate vulnerability and risk assessment will help to identify current and future risks caused by climate change which will save millions of dollars on infrastructure costs and business continuity disruptions.

This report, along with the list of actions and key indicators is meant to be dynamic as scientific evidence and technology quickly evolves. This centralized climate change report is the first of many annual reports the City will use to transparently track the success of actions and utilize the information to make better informed decisions across the entire corporation and the community.

**For more information on this report, progress of the actions or data associated with this report please contact [climatechange@hamilton.ca](mailto:climatechange@hamilton.ca) or (905) 546-2424 x1308.**







Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Corporate Smog Response Plan - developed in 2000 to address the need to adapt and response to poor air quality days and smog advisories	Opportunity: Update Smog Response Plan
Public Works	The use & availability of public buildings as "cooling" centres on extreme heat days	Strength: Climate adaptation to extreme heat
Public Works	LAMP Project - LED street lighting retrofit, 38,874 street lights converted to LED	Strength: Energy Conservation
Public Works	The Public Works Asset Management Plan will be revisited on a five-year cycle; The State of the Infrastructure (SOTI) "report card" on Public Works assets is part of an on-going improvement process for the management of the City of Hamilton's public works infrastructure	Opportunity: Ensure climate change lens is included
Public Works	Long-Term Opportunities identified in the Climate Change Action Plan connects with the Asset Management Plan such as lifecycle accounting for decision-making related to infrastructure investments.	Opportunity: Ensure climate change lens is included
Public Works	Emergency repairs for deteriorating pavements.	Threat: Climate impact to infrastructure
Public Works	Ongoing work to upgrade the capacity and separate combined sewer infrastructure	Strength: Climate adaptation to potential flooding
Public Works	Ongoing work on upgrading stormwater infrastructure (e.g. bridges, culverts, etc.) to increase capacity	Strength: Climate adaptation to potential flooding Opportunity: Ensure climate change lens included

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Integrate bio retention swales into new roadway/boulevard construction	Strength: climate adaptation to potential flooding
Public Works	Through various construction projects - existing roadways are designed to prioritize multi-modal transportation such as transit, cycling and walking.	Strength: climate mitigation to facilitate active transportation
Public Works	Conducting residential waste audits on a regular basis (i.e. annually or semi-annually) to identify the performance of the City's waste diversion programs. Waste audit criteria was expanded to provide additional data on avoidable food waste being generated by residential properties. This data will support the research related to the future food waste reduction action plan.	Strength: climate mitigation to reduce waste and GHG emissions
Public Works	Development of the green bin organics recycling program and the Central Composting Facility to remove organic waste from the landfill. This change reduces the amount of GHG emissions associated with landfilling organic waste	Strength: climate mitigation to reduce waste and GHG emissions
Public Works	Development of a Food Waste Reduction Action Plan in collaboration with Public Health Staff. The Food Waste Action Plan supports the goals and objectives of the City's Food Strategy.	Strength: climate mitigation to reduce waste and GHG emissions Opportunity: Ensure climate change lens included
Public Works	Provide ancillary support for community gardens, e.g. yard waste collection.	Strength: Encourage local food production to reduce GHG emissions

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Organizing/promoting community clean-ups, tree plantings, and extreme park make-overs	Strength: Tree planting for climate mitigation and adaptation Opportunity: To enhance actions if possible
Public Works	Waste Diversion - Collection of useable/repairable bicycles at the City's Community Recycling Centres so that not-for-profit groups can redistribute the bikes to community members	Strength: climate mitigation to reduce waste and GHG emissions
Public Works	Waste Diversion - support of the Reuse Centre which reduces the amount of waste sent to landfill	Strength: climate mitigation to reduce waste and GHG emissions
Public Works	Issuance of RFP C11-15-17 to investigate Organics Management and Renewable Energy Opportunities. The project reviewed options to support the long term management of the City's Organics Management Program which includes Source Separated Organic ("SSO") waste and Leaf and Yard Waste ("LYW") by exploring innovative technologies and commercial arrangements that offer a potential to maximize investment, while leveraging all available revenue opportunities. Potential sites included the Central Composting Facility and Woodward Wastewater Treatment Plant	Strength: climate mitigation to reduce waste and GHG emissions Opportunity: Ensure climate change lens included
Public Works	Installation and operations of the gas collection system at the Glanbrook Landfill which converts landfill gas to renewable energy with reduction in GHG emissions	Strength: climate mitigation
Public Works	City's Waste Management Collections Contractor operates a fleet of CNG vehicles for the City's waste collection contract	Strength: climate mitigation reducing traffic GHG emissions Opportunity: To enhance with existing and future contracts

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Initiate study to identify shoreline protection measures (2019). Future projects will include rehabilitation of shoreline structures along the City's shoreline (i.e. DMAF projects)	Strength: Climate adaptation
Public Works	The installation of recycled rubber tree mats along streetscapes to improve tree habitat conditions	Strength: Preservation of natural environment
Public Works	Designing and constructing landscaping requirements to encourage climate adaptation best practices	Strength: Climate adaptation Opportunity: Knowledge transfer to other areas of the City
Public Works	Closure of the former Energy From Waste Facility (SWARU waste incinerator) in 2003 since it could not meet new emission regulations. The EFW closure lead to expanded waste diversion programs and facilities including the introduction of the Central Composting Facility, renovations at the City's Materials Recycling Facility, and construction of the City's 3 Community Recycling Centres.	Strength: climate mitigation to reduce waste and GHG emissions
Public Works	Tree Planting - Planting thousands of trees annually contributes to improved air quality	Strength: Climate mitigation and adaptation Opportunity: To enhance existing planting and protection actions

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	The Urban Forest Strategy (UFS) is a plan to ensure the long-term health of Hamilton’s urban forest. The Urban Forest Strategy will provide recommendations that are based on community and staff input, data, and policy review. It will also provide the vision and strategic direction for long-term planning, protection and maintenance of trees and forests in the urban area	Strength: Preservation and enhancement of natural urban environment Opportunity: Implement actions approved by Council
Public Works	Storm Water Management - included some LID solutions in parks. I.e. holding trenches with restricted orifices to help reduce pressure on the combined system. Recent example includes the storm-water management system at Gage Park	Strength: Climate adapation to reduce potential flooding
Public Works	Support and Coordination of the annual Children's Water Festival	Strength: Education and awareness on importance of water
Public Works	Community education program such as "Flood Aware" to protect private property from the hazards associated with basement flooding.	Strength: Education and awareness for climate adapation
Public Works	Development of the Storm Event Response Group (SERG) which illustrates the commitment of Public Works to assess, analyse and implement storm water management improvements to mitigate significant rainfall events and area flooding	Strength: Climate adaptation to reduce potential flooding Opportunity: Ensure climate change lens included
Public Works	Strategic Alliances, previously known as Independent Community Panel (ICP)	Strength: Partnership and collaboration
Public Works	Report presented to Council which proposed to restructure the funding mechanism to separate the stormwater rate from water rate.	Opportunity: If approved funding mechanism for climate adaptation work

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Lateral CCTV Inspections, CCTV & Zoom Camera Inspections - proactive with inspections to help determine structural condition of pipes, presence of blockages, specifically in SERG areas	Strength: climate adaptation to reduce potential flooding
Public Works	Cured in Place Pipe (CIPP) Rehabilitation Program - when initiated, helps prevent infiltration and exfiltration's of water from the sewer system (320 km)	Strength: climate adaptation to reduce potential flooding
Public Works	Sewer Main Structural Condition Rating - In combination of the CCTV & Zoom Camera Inspection program and capital budget approved by Council, Public Works has virtually eliminated all grade 5 pipes from the storm and wastewater collection system	Strength: climate adaptation to reduce potential flooding and infrastructure damages
Public Works	Hamilton Water Division's Real Time Control (RTC) - This system improves the operation of the combined sewer system by hydraulically managing flows	Strength: climate adaptation to reduce potential flooding and environmental degradation
Public Works	Development of an addition of two storm stations	Strength: climate adaptation to reduce potential flooding
Public Works	Primary tank expansion at the WWTP for additional wet weather flow capacity	Strength: climate adaptation to reduce potential flooding
Public Works	Dundas expansion tank	Strength: climate adaptation to reduce potential flooding
Public Works	New standards for service depth i.e. frozen services	Strength: climate adaptation reduce infrastructure damage from extreme cold and freeze-thaw cycle

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	CSO tank network investment	Strength: climate adaptation to reduce potential flooding
Public Works	DMAF project - Installation of new backflow devices in the city's sewer system, which are designed to prevent lake and harbour water from entering sewers during extreme storms, and therefore lessen basement flooding	Strength: climate adaptation to reduce potential flooding
Public Works	Protective Plumbing Program (3P) - approved by Council in October 2009. This program makes available grants and loans to qualified residential property owners with the purpose of taking proactive measures to protect their home from sewer backups	Strength: climate adaptation to reduce potential flooding
Public Works	Rain-barrel sale; encourage use of rain barrels through outreach program	Strength: education and outreach and climate adaptation measure
Public Works	Continue enforcement related to private storm systems	Strength: education and awareness and climate adaptation to reduce potential flooding
Public Works	Continued support for the City's residential backflow prevention program to require property isolation from the water distribution system	Strength: climate adaptation to reduce potential flooding
Public Works	Residential Drainage Assistance Pilot Program (RDAPP) - In 2011 Council approved a pilot project to address residential drainage issues. The Residential Drainage Assistance Pilot Program (RDAPP) provides advice and financial assistance (in some cases) for drainage matters related to private property	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work



Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Downspout Disconnection Program - This pilot program was implemented as an effort to provide some immediate relief against flooding basements during major rain storms for selected volunteer homes	Strength: climate adaptation to reduce potential flooding
Public Works	Development of Stormwater Computer Models - A robust and calibrated computer model can predict the location within a collection system where the capacity will be exceeded when modelling increased rain fall events	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Rainfall Data Systems - When combined, this gauge adjusted RADAR rainfall analysis provides a detailed characterization of intensity, geographic extent, direction and speed of an event, and allows staff to better correlate flooding patterns with dynamic rainfall events	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Sewer Pipe Flow Monitoring - monitors revealed whether sanitary sewers are receiving substantial amounts of rainwater inflow and groundwater infiltration (I/I) which can result in flooding	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Area Specific Storm water Studies	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	The Lower East End Drainage Study (LEEDS) - initiated to address severe widespread basement flooding in the Lower East End of the City	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	The Fessenden Neighbourhood Class Environmental Assessment - initiated by the City of Hamilton to address flooding during major storm events and to reduce the risk of flooding within the neighbourhood	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Assessment of future hydrology and hydraulic performance of the Lower Spencer Creek system - complete an environmental and infrastructure vulnerabilities analysis in the Spencer Creek watershed under future climate change conditions	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Binbrook Flooding Study	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Ancaster - Old Dundas Road (HC005) Sewage Pumping Station Flooding Study - investigations were undertaken to determine the causes and extent of flooding in the study area	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Sub-Watershed & Related Studies - provide a basis for the protection, maintenance and enhancement of surface water and groundwater quality, and quantity through environmentally sound and responsive policy development	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Hamilton’s Climate Change and Storm Events Adaptation Plan	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	City-Wide Flooding and Drainage Master Servicing Strategy	Strength: climate adaptation to reduce potential flooding Opportunity: inform future climate adaptation work
Public Works	Continued support for community education programs to manage storm water on private property	Strength: education and awareness to reduce potential flooding
Public Works	Conversion of a portion Transit bus fleet from diesel to compressed natural gas (CNG)	Strength: climate mitigation to reduce transit GHG emissions
Public Works	In December 2018, Transit initiated a pilot to test three different electric buses.	Strength: climate mitigation to reduce waste and GHG emissions Opportunity: to replicate for future pilot studies
Public Works	City & Union Gas collaboration to construct the Compressed Natural Gas facility at the Transit Operations Centre	Strength: climate mitigation to reduce transit GHG emissions
Public Works	Continued support and the implementation of the activities within the local 10-Year Transit strategy.	Strength: climate mitigation to reduce transit GHG emissions

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Expand transit services - routes and headways	Strength: climate mitigation to encourage sustainable transportation Opportunity: transit future expansion to low emissions vehicles
Public Works	Invest in shared mobility infrastructure, i.e. Mountain climber, bike racks on HSR buses	Strength: climate mitigation to reduce waste and GHG emissions
Public Works	Financial incentive program to encourage transit ridership, i.e. no cost ridership for persons 80 years and over	Strength: climate mitigation to encourage sustainable transportation
Public Works	Collaboration with McMaster University on a research project to review the effects on climate change on the escarpment and impacts on the escarpment crossings.	Strength: education and awareness on climate impacts Opportunities: inform future climate adaptation work
Public Works	Maintenance of bio retention swales along roadways	Strength: climate adaptation to reduce potential flooding
Public Works	Vision Zero encourages active modes of transportation by addressing road safety for vulnerable road users of all ages and abilities – reducing Hamilton’s contribution to climate change and encouraging a healthy lifestyle.	Strength: education and awareness for sustainable transportation Opportunity: inform future land use connectivity goals
Public Works	Expansion of the ATMS system to improve traffic signal efficiency. This will improve traffic flow, reduce of unnecessary stopping, minimize idling, which contributes to lower GHG emissions through fuel savings	Strength: climate mitigation to reduce traffic GHG emissions Opportunity: inform Community Energy Plan

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Public Works	Maintenance of bike lanes with in the City to (total of 206.5km of bikes lanes) to encourage the use of non vehicular transportation which reduces GHG emission	Strength: climate mitigation to reduce traffic GHG emissions Opportunity: acellerate bike lane construction further facilitate transition
Public Works	Investigate what vehicles can be specified as hybrid or electric.	Stength: climate mitigation to reduce traffic GHG emissions Opportunity: inform update corporate policies
Public Works	Traffic Island Beautification	Strength: climate adaptation to reduce flooding and promote natural environment
Public Works	Planting of street trees city wide and also the establishment of street trees in new subdivisions and developments. The goal is to increase the proportion and the resiliency of the urban canopy.	Strength: climate mitigation and adaptation with multiple benefits
Public Works	Naturalized native planting program to establish or enhance naturalized areas throughout the city	Strength: climate mitigation and adapation with multiple benefits
Public Works	Test electric tools such as blowers, chainsaws and vehicles.	Strength: climate mitigation to reduce GHG emissions
Planning and Economic Development	Complete an Electronic Submission and Digital Review Project to facilitate the submission of buiding permit applications in a digital format using web based technology	Strength: climate mitigation to reduce traffic GHG emissions
Planning and Economic Development	Perform a Building Inspection Service Delivery Review to evaluate the oppportunity of inputting notes and records by staff in the field	Strength: climate mitigation to reduce waste GHG emissions

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Planning and Economic Development	Incorporate new Ontario Building Code training and policy development	Strength: education and awareness for staff Weakness/Opportunity: training staff beyond OBC and more innovative building practices
Planning and Economic Development	Create strategy to maximize future economic uplift and actions resulting from the Light Rail Transit project	Strength: climate mitigation to reduce traffic GHG emissions Opportunity: Further encourage future population growth around rapid transit
Planning and Economic Development	Update Goods Movement Sector Strategy	Opportunity: Ensure climate change lens is included
Planning and Economic Development	Get Affordable Housing Built on behalf of Housing Client	Opportunity: Ensure climate change lens is included
Planning and Economic Development	Update to the Economic Development Plan to cover 2021-2025	Opportunity: Ensure climate change lens is included
Planning and Economic Development	Complete the following Neighbourhood and Special Study: - GRIDS2	Opportunity: Ensure climate change lens is included

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Planning and Economic Development	Conduct review of the following City Plans in response to revised Provincial Plans Hamilton Growth Management review (GRIDS2) & Municipal Comprehensive Review: - Planning for Strategic Growth Areas around transit - Urban & Rural Official Plan Five Year Review - Urban Hamilton Official Plan Ontario Municipal Board Appeals - Updates to the Official Plans and Zoning By-law Information Systems	Opportunity: Ensure climate change lens is included
Planning and Economic Development	Complete required Environmental Assessments to facilitate growth projects	Strength: Existing knowledge to conduct Environmental Assessment process Opportunity: Ensure climate change lens is included
Planning and Economic Development	Participating in the next phase of Development Charges Background Study by advancing the Corporate Strategic Growth Initiative 2041 Population	Strength: Encouraging intensification to reduce traffic GHG emissions Opportunity: Ensure climate change lens is included
Planning and Economic Development	Implement Recommendations from the adopted Block Servicing Strategy	Strength: Existing knowledge to conduct Environmental Assessment process Opportunity: Ensure climate change lens is included
Planning and Economic Development	With our partners at Metrolinx, complete the "in-market" phase of the project and select a preferred team to deliver the project	Strength: climate mitigation to reduce traffic GHG emissions

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Planning and Economic Development	Develop and coordinate processes to facilitate development along the corridor	Strength: climate mitigation to reduce GHG emissions and encourage better land use connectivity
Planning and Economic Development	Develop long term business strategy to integrate LRT into existing City services	Strength: climate mitigation to reduce GHG emissions and encourage better land use connectivity
Planning and Economic Development	Expand and evolve cycling network to elevate level of comfort, safety and protection for cyclists	Strength: climate mitigation to reduce traffic GHG emissions and improve health through active transportation
Planning and Economic Development	Update Traffic Impact Study Guidelines, TDM Guidelines and Right-of-Way and Road Classification Review to incorporate concept of complete streets, multi-modal level of service and emerging mobility options	Strength: climate mitigation to reduce traffic GHG emissions and improve health through active transportation
Planning and Economic Development	Complete the following studies recommended by the TMP: Complete Livable Streets Design Manual, Goods Movement Study Review/Update, Multi-Modal Level of Service Guidelines, Truck Route Master Plan Review	Opportunity: Ensure climate change lens is included
Planning and Economic Development	Expand Hamilton Bike Share System	Strength: climate mitigation to reduce traffic GHG emissions and improve health through active transportation
Healthy and Safe Communities	Secure required, vehicles and equipment to support the growth in demand of paramedic services	Opportunity: Test/pilot hybrid and other low emission vehicles



Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Healthy and Safe Communities	Implement priority actions from the Hamilton Food Strategy to ensure availability of healthy, sustainable, and just food for all (Env.S)	Strength: climate mitigation and adaptation to reduce transportation emission and improve health
Healthy and Safe Communities	Monitor and measure success of priority actions from the Hamilton Food Strategy and develop implementation plans for remaining mid to long-term actions within the strategy (Env.S)	Strength: climate mitigation and adaptation to reduce transportation emission and improve health
Healthy and Safe Communities	Develop & implement the City of Hamilton’s Climate Adaptation Plan in collaboration with the Bay Area Climate Change Partnership and the Building Adaptive and Resilient Cities initiative (EFFM)	Strength: Existing knowledge on climate change impacts and adaptation work Opportunity: Inform city-wide climate vulnerability and risk assessment
Healthy and Safe Communities	Develop a strategy with community partners to apply the Healthy Development Assessment design standards in planning or development proposals in Hamilton	Strength: Existing knowledge on integrating health aspects into planning Opportunity: Inform future climate change lens integration
Healthy and Safe Communities	Implement environmental improvement projects at the Lodges aimed at using local foods, increasing recycling and reducing amount of paper used	Strength: climate mitigation reducing waste GHG emissions
Healthy and Safe Communities	Coordinate implementation of the Our Future Hamilton Community Vision, Age-Friendly Plan, Neighbourhood Action Plans within the community and the City of Hamilton strategic priorities	Strength: existing priorities for protection of natural environment Opportunity: leverage existing support to inform future work

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Healthy and Safe Communities	Conducting neighbourhood screening and collaboration to host community workshop to work towards developing Sustainable Neighbourhood Action (SNAP) framework in vulnerable neighbourhoods in partnership with TRCA and OCC w	Strength: existing priorities for sustainable action and capacity building Opportunity: leverage existing support to complete SNAP and replicate across different neighbourhood
Healthy and Safe Communities	Update 2018 GHG inventory and re-audit historical inventory to ensure compliance with GPC protocol, CDP and GCoM framework	Strength: education and awareness of sources of GHG emissions
Healthy and Safe Communities	Complete work place sustainability audit with CITLAB and look at feasibility for implementation of actions	Strength: climate mitigation to work place contributed GHG emissions Opportunity: use information to inform future work
Healthy and Safe Communities	Conduct Community Resiliency to Extreme Weather (CREW) neighbourhood background research and neighbourhood asset and audit mapping to build out ArcGIS story map	Strength: Existing knowledge of climate adaptation work and mapping Opportunity: use information to inform future work
Healthy and Safe Communities	Assist PED, in partnership with PW to ensure proper completion of the Community Energy Plan	Strength: Existing knowledge of sources of GHG emissions Opportunity: use information to inform future work
Healthy and Safe Communities	Coordinate and provide secretariat functions to the Corporate Climate Change Task Force	Strength: Existing direction and collaboration for climate change work across the corporation Opportunity: Utilize corporate-wide collaboration to further track and report on climate change work

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Healthy and Safe Communities	Complete school walk-about through Active Sustainable School Travel (ASST) program to educate students, parents and teachers on idling and air quality and encourage active modes of transportation	Strength: Existing knowledge on school travel issues and barriers Opportunity: use information to inform future work
Healthy and Safe Communities	Review planning applications to provide climate change lens and provide recommendations to reduce GHG emissions and improve climate resiliency	Strength: existing knowledge of planning commenting process to influence direction of planning applications Opportunity: Further education and collaboration for staff across the corporation to learn about other work
City Manager's Office	Develop and deliver a Smart City Strategy & Implementation Roadmap, as part of the second phase of the City's Digital Strategy	Strength: climate mitigation and adaptation potential through Smart City Strategy Opportunity: Ensure include climate change lens
City Manager's Office	Prioritize, implement and monitor Smart City Program and Initiatives	Strength: climate mitigation and adaptation potential through Smart City Strategy Opportunity: Ensure include climate change lens
City Manager's Office	Enabling Digital Government: making services simple and easy to use on-line	Strength: climate mitigation reducing traffic and waste GHG emissions
City Manager's Office	Digital Modernization: Shifting from paper to digital, enabling a data driven culture	Strength: climate mitigation reducing waste GHG emissions

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Corporate Services	Implement a program to accept on-line bid submissions and facilitate a fulsome vendor performance review program	Strength: climate mitigation reducing traffic and waste GHG emissions
Corporate Services	Review and update the City's Procurement By-law	Opportunity: Ensure climate change lens is included
Corporate Services	IT Strategy – Mobility	Strength: climate mitigation reducing traffic GHG emissions
CityHousing Hamilton	Ken Soble Tower (500 MacNab St. N) Passive House Retrofit	Strength: climate mitigation reducing buildings GHG emissions
CityHousing Hamilton	Energy Recovery Ventilation Retrofits at 3 High-Rise Buildings	Strength: climate mitigation reducing buildings GHG emissions
CityHousing Hamilton	Boiler (and Associated Resiliency) Retrofits at 2 high-rise buildings	Strength: climate mitigation reducing buildings GHG emissions
CityHousing Hamilton	Window Replacements at 3 High-Rise Buildings	Strength: climate mitigation reducing buildings GHG emissions
CityHousing Hamilton	Smart Thermostat Retrofits at 470 buildings (singles/semis/towns)	Strength: climate mitigation reducing buildings GHG emissions
CityHousing Hamilton	Hydronic Heat Reflector Installations at 6 low-/mid-rise Buildings	Strength: climate mitigation reducing buildings GHG emissions
CityHousing Hamilton	Re-Commissioning of 2 Existing High-Rise Buildings	Strength: climate mitigation reducing buildings GHG emissions
Hamilton Conservation Authority	Saltfleet Wetland Conservation Area Wetland Restoration Project - creating wetlands in upper Stoney Creek and Battlefield Creek Watersheds to address flooding and erosion in urban Stoney Creek	Strength: climate adaptation reducing potential flooding and erosion Opportunity: knowledge transfer to other projects

Department	Existing Departmental Business As Usual Initiatives	Strength/Weakness/Opportunity/Threat
Hamilton Conservation Authority	Sustainability Committee - The purpose of the Sustainability Committee is to provide input, advise on initiatives and develop recommendations which promote sustainable business practices and energy conservation throughout all conservation areas and office buildings, and promote these practices amongst conservation area users and the general public	Strength: climate mitigation reducing buildings GHG emissions Opportunity: Further collaboration with Bay Area Climate Change Office and City of Hamilton to align goals and objectives
Hamilton Conservation Authority	Climate Change Strategy Update - The first strategy was completed in 2010. 2020 strategy will focus on HCA adaptation and Mitigation measures - internal and external.	Strength: Existing education and awareness Opportunity: Further collaboration with Bay Area Climate Change Office and City of Hamilton to align goals and objectives



# CORPORATE CLIMATE CHANGE GOALS AND AREAS OF FOCUS

General Issues Committee

December 4, 2019

- March 27, 2019, Council approved Accelerating and Prioritizing Climate Action in Response to the Climate Emergency Motion
- June 17, 2019, Board of Health approved Report BOH19022 – Corporate Climate Change Task Force Response to the Climate Change Emergency
- June 26, 2019, Council approved the Establishment of Departmental Climate Change Workplans within the City of Hamilton Motion

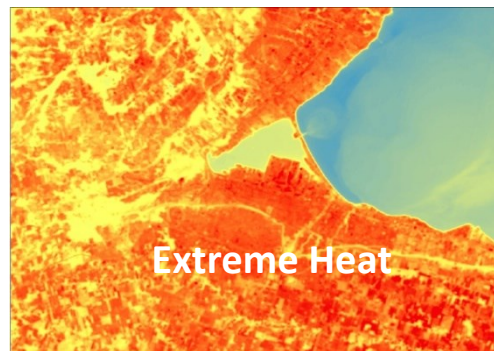
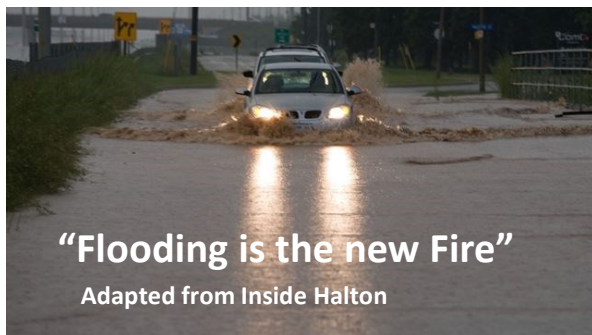
# Purpose of Report

- Centralize climate change reporting
- Identify key areas of work
- Identify key indicators
- Foundation report to empower staff



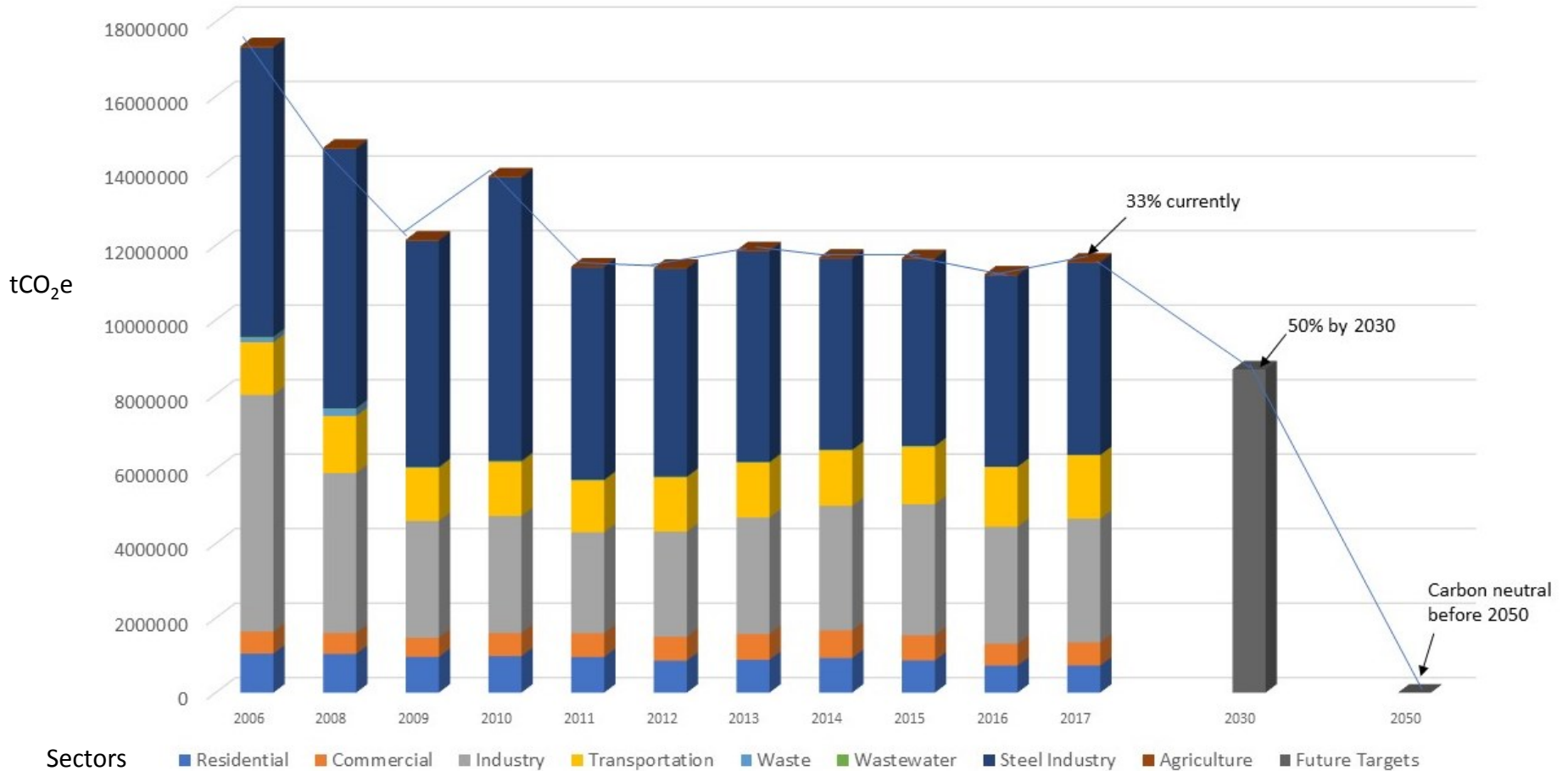
# Purpose of Report

- **\$5.3 billion** average annual investment is needed for municipalities across Canada to adapt to climate change<sup>1</sup>



<sup>1</sup>FCM(2019). Investing in Canada’s Future: The Cost of Climate Adaptation. Retrieved from: <https://data.fcm.ca/documents/focus/investing-in-canadas-future-the-cost-of-climate-adaptation-summary.pdf>

# Results Based Accountability



# Goal # 1: Buildings

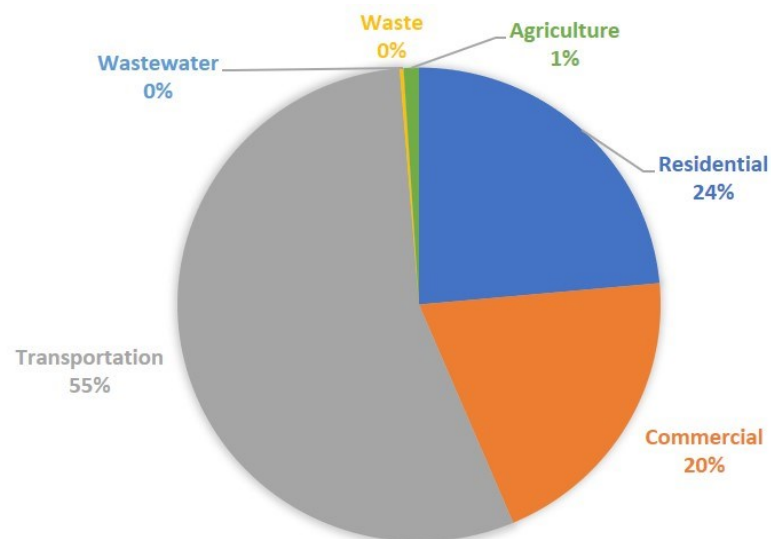
To increase the number of new and existing high performance state-of-the-art buildings that improve energy efficiency and adapt to a changing climate.

- Encourage environmental performance in future private sector construction
  - Material reuse/recycling with demolitions
  - Best practice guidelines for green building practices
  - Financial incentive programs
  - Fee rebates for green development
  - Award/recognition program

## Key Indicators

- Number of high performance buildings
- Tonnes Carbon Dioxide Equivalent (tCO<sub>2</sub>e) per building sector

Figure 1.0 2017 Community Emission Breakdown (excluding industry)



# Goal # 1: City Leading By Example

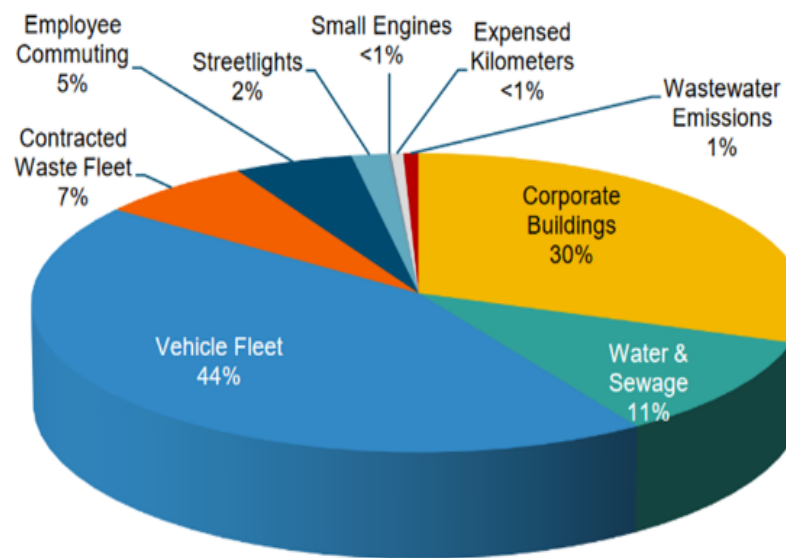
To increase the number of new and existing high performance state-of-the-art buildings that improve energy efficiency and adapt to a changing climate.

- Update Corporate Energy Policy
  - Align targets with community
  - Build all new high performance buildings
  - Retrofit existing buildings

## Key Indicators

- Corporate policy updates
- tCO<sub>2</sub>e corporate assets
- Total energy and cost savings

Figure 2.0 2017 Corporate Emissions Breakdown



# Goal # 2: Active & Sustainable Travel

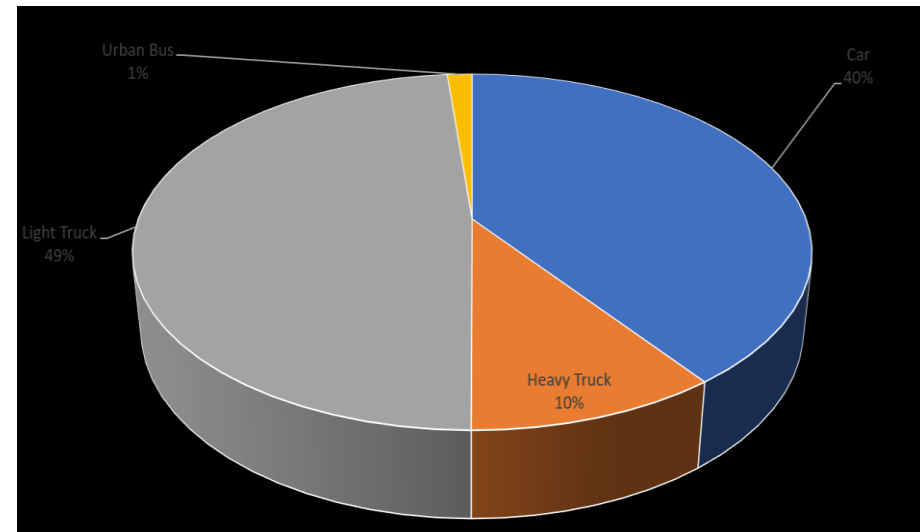
To change the transportation modal split so that more trips are taken by active and sustainable transportation than single use occupancy vehicles

- Accelerate initiatives to shift modes of travel
  - Transportation Master Plan
  - Vision Zero initiatives
  - Hamilton's Cycling Master Plan
  - Car Share programs
  - City's Parking Master Plan

## Key Indicators

- Percent Modal Split
- Total tCO<sub>2</sub>e by fuel and vehicle type
- Total kilometers of bike lane

Figure 3.0 2017 Community Transportation Emissions Breakdown



# Goal # 2: City Leading By Example

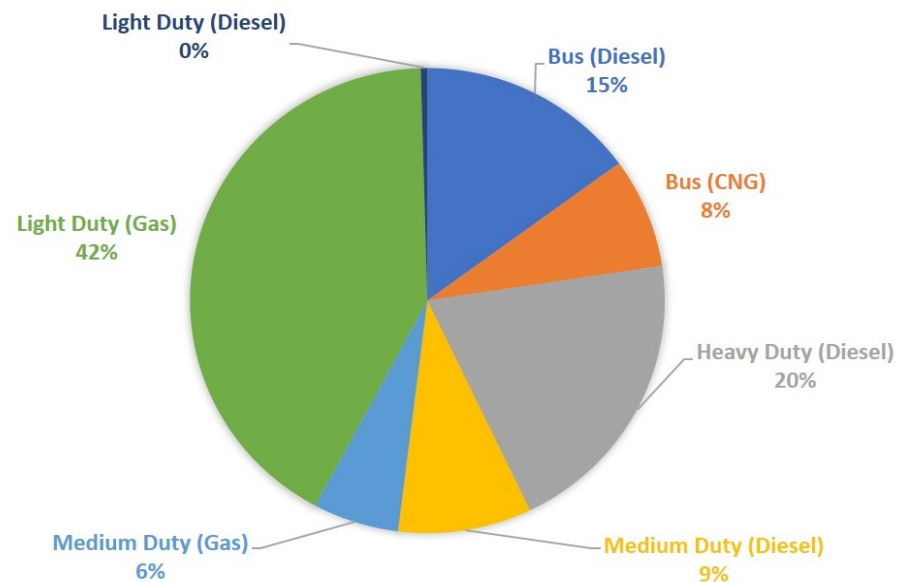
To change the transportation modal split so that more trips are taken by active and sustainable transportation than single use occupancy vehicles

- Shift employee travel to more sustainable modes
  - Further promote existing programs
  - Mileage reimbursement policies
  - Route optimization
  - Walking/cycling for service delivery

## Key Indicators

- Departmental fuel consumption
- Corporate total tCO<sub>2</sub>e by fuel and vehicle type

Figure 4.0 2017 Corporate Fleet Composition



# Goal # 3: Transportation

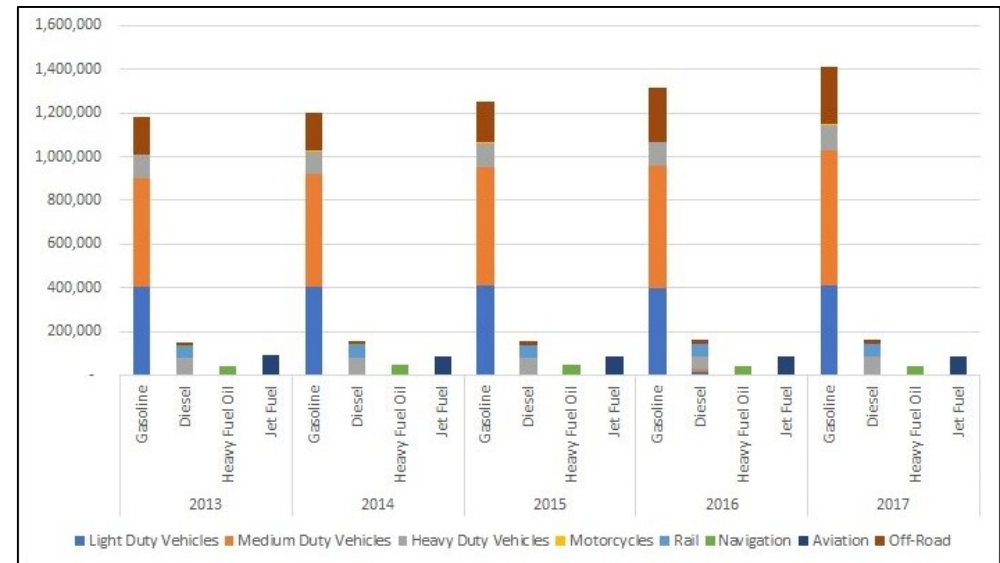
To accelerate the uptake of modes of transportation that are low and/or zero emissions

- Expand private Electric Vehicle (EV) infrastructure
  - Encouraging new development uptake
  - Opportunities for electrical connections at special events

## Key Indicators

- Number city-wide registered low emissions vehicles in Hamilton
- Total number and map of EV charging stations

Figure 5.0 Community Transportation Emissions by Vehicle Class and Fuel 2013-2017





# Goal # 3: City Leading By Example

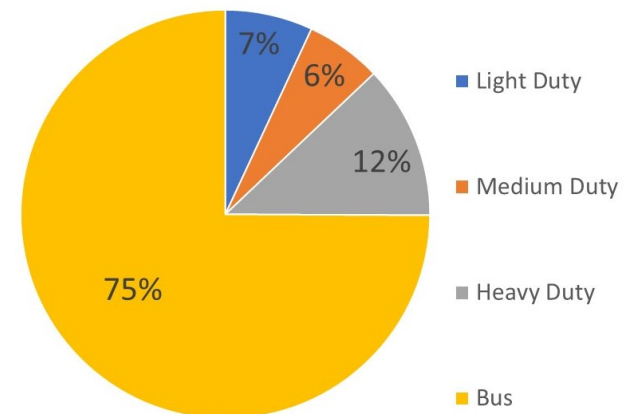
To accelerate the uptake of modes of transportation that are low and/or zero emissions

- Expand public Electric Vehicle (EV) infrastructure
  - Standards for EV stations at new municipal buildings
  - Expanding EV stations in municipal parking lots
  - Expanding EV stations at facilities
- Transition City-owned vehicles and equipment to low or zero emissions where feasible
  - Environmental performance standards in Corporate Fleet Policy
  - Environmental performance requirements in city procurement processes

## Key Indicators

- Number community low emissions vehicles
- Total number and map of EV charging stations

Figure 6.0 Corporate Emissions by Vehicle Type





# Goal # 4: Planning

To ensure a climate change lens is applied to all planning initiatives to encourage the use of best climate mitigation and adaptation practices.

- Ensure future land use and development supports climate mitigation and resiliency
  - Climate change evaluation framework for GRIDS2 and MCR
  - Energy and Environmental Assessment Report for new development
  - Adoption of Community Energy Plan
  - Low Impact Development within City's Engineering and Site Plan Guidelines and zoning standards
  - Climate change evaluation framework/lens for future infrastructure master plans

## Key Indicators

- Number of planning initiatives including climate change framework/lens

Figure 7.0 City of Hamilton Boundary



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# Goal # 5: Procurement

To procure goods, services and construction from vendors who conduct their business in a sustainable and ethical manner that considers equity, diversity and inclusion that contributes to the greater good of the community.

- Update and modify procurement/purchasing policies to include scoring components for environmental performance
  - Minimum performance for construction documents
  - Updating City Roster and Request for Proposals with climate change lens
  - Investigate products/materials with climate change lens

## Key Indicators

- Total number of completed contracts that invoked updated environmental performance clauses
- Amount of solid waste diverted from landfills

# Goal # 6: Natural Environment

To increase our carbon sinks and local food production through the preservation and enhancement of the natural environment, including local farmland.

- Expand urban tree canopy and urban permeability
  - Adoption of Urban Forest Strategy
  - Guidelines for private land tree planting, replacement, permeability and lot cover
  - Guidelines for public land tree planting, replacement, permeability and lot cover
  - Green standards for city-owned parking facilities

## Key Indicators

- Percent complete of incorporating green infrastructure into Asset Management Plan
- Number of Urban Forest Strategy actions initiated

Figure 8.0 Existing Hamilton Park Feature



# Goal # 7: Climate Adaptation

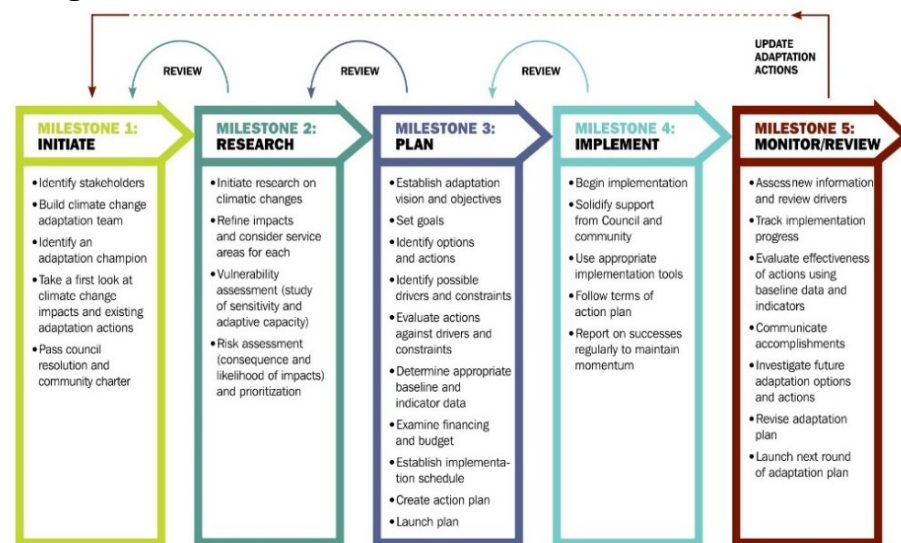
To improve Hamilton's climate resiliency by decreasing our vulnerability to extreme weather, minimizing future damages, take advantage of opportunities, and better recover from future damages.

- City-wide climate vulnerability and risk assessment through ICLEI Canada's Building Adaptive and Resilient Communities (BARC) Framework

## Key Indicators

- ICLEI Canada's Building Adaptable Resilient Cities (BARC) milestones

Figure 8.0 ICLEI Canada's BARC Milestones



# Goal # 8: Diversity, Health and Inclusion

To ensure all our work promotes equity, diversity, health and inclusion and improves collaboration and consultation with all marginalized groups, including local Indigenous Peoples.

- Enhance collaboration and consultation with the public and all marginalized groups, including local Indigenous people on climate change and protecting the environment
  - Identification of existing and future initiatives to enhance consultation
  - Implement corporate public engagement policy and toolkit when ready

## Key Indicators

- Number and percent of staff trained on Indigenous Cultural Training



Source: [corvallisadvocate.com](http://corvallisadvocate.com)

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# Goal # 9: Education & Awareness

To increase the knowledge and empower City staff and the Hamilton community including business, NGO's and individual citizens while advocating to higher levels of government to take action on climate change.

- Train staff and subject matter experts on climate change best practices
  - Training building managers and facility staff and operations
  - Training Building Division staff on green building standards
  - Partnerships, including CityLab, to undertake research
  - General staff training and onboarding
- Advocate to higher levels of government for action on climate change
  - Infrastructure funding
  - Ontario Building Code
  - Regional frequent transit network
  - Minister of Environment, Conservation and Parks stormwater sewer and water design standards

# Goal # 9 Cont'd...

To increase the knowledge and empower City staff and the Hamilton community including business, NGO's and individual citizens while advocating to higher levels of government to take action on climate change.

- Complete Sustainable Neighbourhood Action Plan (SNAP) pilot program for the North End Neighbourhood to build capacity and empower action at the neighbourhood level
- Develop internal and community-based Hamilton climate change website and data portal as a one stop shop destination for climate change

## Key Indicators

- GHG emission reduction by sector
- Number of new climate change initiatives
- Number of trained staff

Figure 10.0 GHG Emissions Reduction by Sector

	2017 GHG Reductions
Residential	30.53%
Commercial	+5.55%
Industry	47.77%
Transportation	+20.73%
Waste	93.66%
Wastewater	97.92%
Steel Industry	33.53%
Agriculture	25.27%
Total Community	<b>33%</b>
Total Corporate	<b>38%</b>

# Collaboration Structure and Next Steps

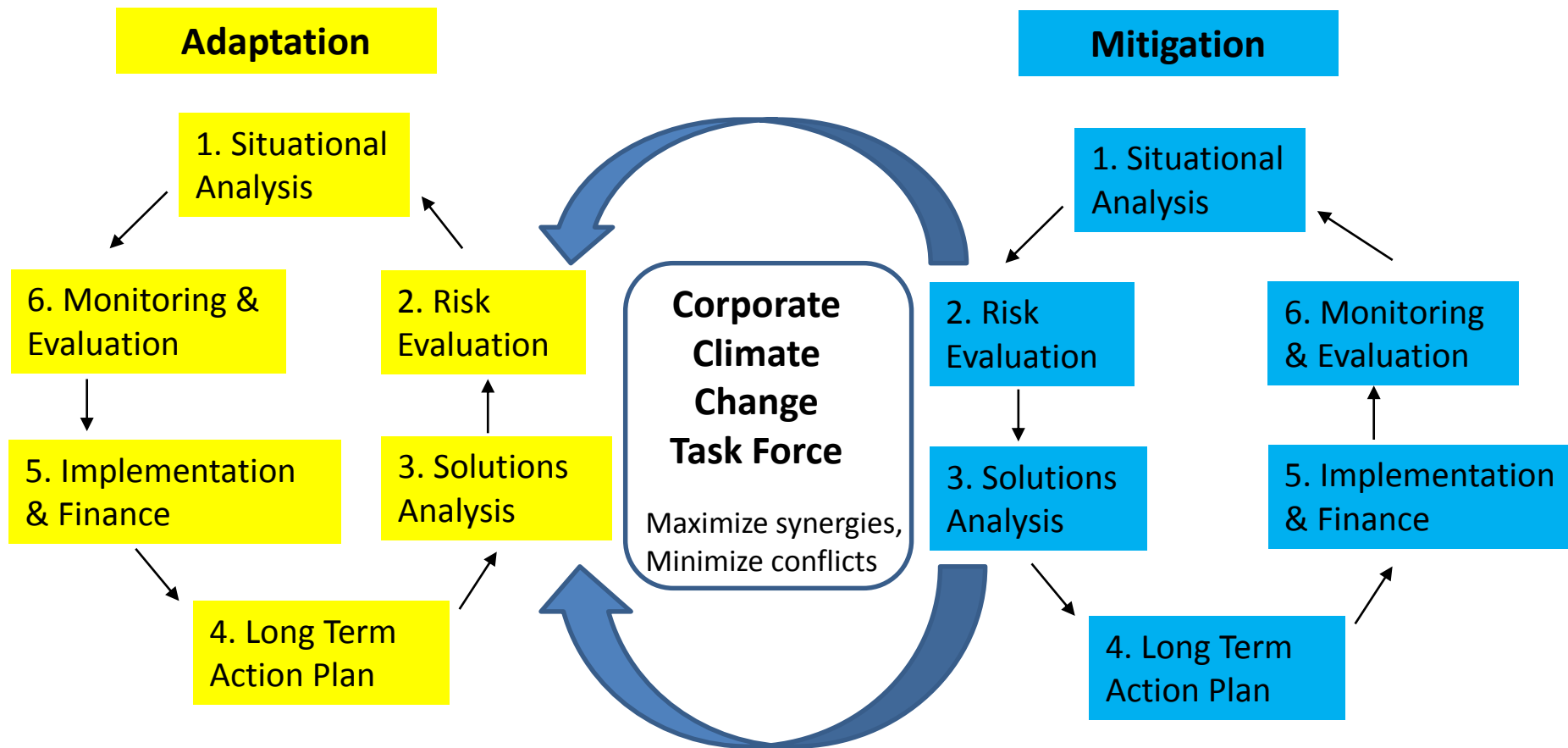


Diagram Adapted from: Simon Fraser University Adaptation to Climate Team (ACT) (2019). Retrieved from: [http://act-adapt.org/wp-content/uploads/2018/12/LCR\\_conceptual\\_model.final\\_.pdf](http://act-adapt.org/wp-content/uploads/2018/12/LCR_conceptual_model.final_.pdf)





THANK YOU



# INFORMATION REPORT

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Hamilton Light Rail Transit (LRT) Project Update and Other Metrolinx Initiatives (PED19100(a)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Kris Jacobson (905) 546-2424 Ext. 6396
<b>SUBMITTED BY:</b>	Kris Jacobson Director, LRT Project Office Planning and Economic Development Department
<b>SIGNATURE:</b>	

## COUNCIL DIRECTION

Not applicable.

## INFORMATION

At their meeting of May 15, 2019, the General Issues Committee (GIC) received Report PED19100 which provided an overall update on the Hamilton B-Line Light Rail Transit (LRT) Project (ratified by Council on May 22, 2019). The Report provided high level information related to project schedule, project spending, proposed design modifications, property acquisition and community engagement activities. The Report also provided a general overview of how the project was expected to proceed over the next year (12 month look ahead).

After receiving Report PED19100, staff were directed to report back to Committee with a further update and more fulsome presentation respecting the status of the LRT project. As this Report and the accompanying presentation are intended to support/supplement the May 15, 2019 Report (PED19100), much of the information contained within that previous report will not be repeated. Instead, only new or updated information will be provided in this report to minimize confusion between the two versions.

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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: Hamilton Light Rail Transit (LRT) Project Update and Other Metrolinx Initiatives (PED19100(a)) (City Wide) - Page 2 of 5**

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In addition to the LRT project, staff would like to take this opportunity to update Committee on several on-going Metrolinx initiatives within the City including Regional Rail, the Confederation GO Station and the Frequent Rapid Transit Network.

### Project Schedule

The project schedule remains unchanged. Bid submissions are expected in Spring 2020 with contract award occurring later in 2020. The schedule for “early works” projects related to utility, water and sewer relocation (funded by Metrolinx) will start in 2019 and 2020. City led “early works” projects include the following:

1. Main Street East, Delana Avenue to Rosewood Road – Watermain and sewer relocation;
2. Sherman Avenue, King Street East to south limit – Watermain relocation;
3. Wentworth Street, King Street East to Wilson Street – Watermain relocation; and,
4. York Boulevard, Dundurn Street to Hess Street – Bike lane and intersection improvements.

### Project Spending

As of the end of September 2019, Metrolinx has spent \$162 M and committed another \$22 M towards the project (total spent + committed = \$184 M). This includes expenditures dating back to 2007, including costs to complete the original environmental assessment in 2011, the environmental assessment update in 2016/2017, preliminary and ongoing engineering design work, tender preparation, staff time and property acquisition. To date, Metrolinx has spent approximately \$80 M on property acquisitions.

Further and related to the above, staff were directed by GIC at the May 15, 2019 meeting to request a complete accounting of all Light Rail Transit (LRT) expenditures; delineating capital, operating, personnel and communications, from Metrolinx. While a response from Metrolinx is forthcoming, it’s important to note that all City expenditures to date have been approved by Metrolinx and comply with the Memorandum of Agreement (MOA) between the City and Metrolinx. A copy of Schedule A of the MOA, outlining the eligible cost criteria for the project, has been attached as Appendix “A” for reference.

Additionally, staff were directed by GIC at the May 15, 2019 meeting to provide documentation outlining the Province’s policy related to inflationary cost escalation and how that policy affects the Province’s original funding commitment. Staff have requested this information from the Province and will follow-up with a report to GIC once the information is received.

**SUBJECT: Hamilton Light Rail Transit (LRT) Project Update and Other Metrolinx Initiatives (PED19100(a)) (City Wide) - Page 3 of 5**

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Property Acquisition

As outlined in previous reports, approximately 90 full property purchases and 300 partial property purchases (a few metres or less) will be required along the LRT corridor for construction. To date, 60 full properties have been purchased on a “willing seller/willing buyer” basis. Although reasonable efforts continue to be made to negotiate voluntary purchases with all affected property owners, expropriation will most likely be required in some cases. If necessary, the expropriation process will begin at some point over the next 6 months.

Community Engagement

The project team continues to engage and consult with various stakeholders, external agencies, neighbourhoods and the public. The Hamilton LRT Community Connectors completed two canvasses of the corridor in 2019 (spring and fall), visiting over 1,400 properties along the LRT route. Business owners provided valuable input through surveys that will help shape future business support and construction mitigation strategies before and during construction. Construction, parking, loading/deliveries and accessibility continue to be the main concerns expressed by those along the corridor. The next canvass will occur in spring 2020.

Travel Demand Management

Recognizing that construction will have a significant impact on the way people travel across the lower city, Metrolinx and the City have agreed to shift the responsibility for travel demand management (TDM) from the proponents to the City. Given the City’s experience with TDM and sustainable mobility programs as well as our local knowledge and relationships with many of the City’s largest employers through Smart Commute Hamilton, keeping the program “in-house” will result in better outcomes. The program will be administered through the Sustainable Mobility Section of the Transportation Planning and Parking Division who will work collaboratively with the LRT team (City and Metrolinx).

Collectively, the team will deliver community and workplace engagement, social marketing and infrastructure changes, as required, to minimize/mitigate the impacts that LRT will have on businesses, commuters and those living near the construction. The strategy will include personal travel planning, behaviour change and social marketing techniques to provide residents with vital project and routing information. All modes of transportation will be accommodated in travel planning, but efforts will be made to shift commuters to consider more sustainable modes of transportation such as walking, cycling, transit, and carpooling where possible.

**SUBJECT: Hamilton Light Rail Transit (LRT) Project Update and Other Metrolinx Initiatives (PED19100(a)) (City Wide) - Page 4 of 5**

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The first phase of this multi-year strategy is currently underway and involves research and data collection about existing travel patterns and collaboration with major employers and other stakeholders to help inform future phases of the strategy.

### Other Metrolinx Related Initiatives

In addition to LRT, staff continue to work with our partners at Metrolinx to deliver a broad range of transportation initiatives that are vital to achieving the mobility and climate change goals of both the City and Province. The following will provide a brief update on these initiatives.

#### *Regional Rail*

In March 2018, Metrolinx adopted the 2041 Regional Transportation Plan (2041 RTP) for the Greater Toronto and Hamilton Area (GTHA). The 2041 RTP identifies three Regional Rail projects within the City of Hamilton:

- Confederation GO Extension (West Harbour GO – Confederation GO);
- Niagara GO Service (Confederation GO – Niagara Falls GO); and,
- Lakeshore West 15-minute GO Service Extension (Aldershot GO – Hamilton GO).

Further details on these projects were provided by Metrolinx in their December 2018 GO Expansion Full Business Case. A summary of that Business Case and the implications for the City can be found in Report PED19061 received by Public Works Committee on March 19, 2019.

Since 2018, there have been several enhancements to rail service benefitting the City. Currently, there are a total of eight GO Rail trains that leave Hamilton in the morning peak and return in the afternoon peak; four from Hamilton GO Centre and four from West Harbour. There is no GO Rail service from Toronto to Hamilton in the morning or from Hamilton to Toronto in the evening.

Metrolinx is currently working with CN on the required infrastructure investments as well as long-term agreements needed to provide further service expansion into Hamilton. This includes completion of a third track along the CN corridor which will help unlock additional capacity.

#### *Confederation Station*

Work on the Confederation Station, located at Centennial Parkway and Goderich Road, has been on-going since 2018. In the short term, this station will serve GO Bus trips only. Work on the rail infrastructure to support a GO Rail station is continuing, and the current timeline for completion of a full GO Rail Station is 2022/2023.

**SUBJECT: Hamilton Light Rail Transit (LRT) Project Update and Other Metrolinx Initiatives (PED19100(a)) (City Wide) - Page 5 of 5**

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*Frequent Rapid Transit Network*

Following the completion of the 2041 RTP, Metrolinx has been working through a process to prioritize the Frequent Rapid Transit Network (FRTN). Within the City of Hamilton, there are eight corridors either planned or in development. These include:

- Confederation Extension/Niagara Extension (GO Rail – Peak Only)
- Lakeshore West Extension to Hunter Street/West Harbour (GO Rail – 15 min two-way)
- B-Line Light Rail Transit (LRT)
- L-Line (Aldershot-Waterdown) (Priority Bus)
- A-Line (LRT/BRT)
- S-Line (Garner/Rymal/Centennial) (Priority Bus)
- T-Line (Mohawk) (Priority Bus)
- Dundas Connector (Priority Bus)

Of the projects comprising the BLAST network (excluding the B-Line which is already committed), the A-Line scores the highest in terms of advancing to the next stage.

As outlined in Report PW19083/FCS18048a, the A-Line is part of the City's request for funding under the Investing in Canada Infrastructure Program (ICIP). If successful, the funding would cover the initial investments in infrastructure, transit signal priority and stop enhancements along the corridor.

Staff will continue to provide updates on these projects as they progress.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" – Schedule A of Memorandum of Agreement, Capital Cost Eligibility Criteria Metrolinx-Owned Rapid Transit Projects.

KJ:jrb



**Capital Cost Eligibility Criteria  
for  
Metrolinx-Owned Rapid Transit Projects**

**September 21, 2010**

**Ministry of Transportation**

## 1. Definitions

When used in these Guidelines, the words set out below that import the singular include the plural and vice versa.

"Guidelines" means this document entitled "Capital Cost Eligibility Criteria for Metrolinx-Owned Rapid Transit Projects", as may be amended from time to time in accordance with the Guidelines.

"Indirect Costs" means a cost that cannot be identified specifically with, or traced to, a given cost object in an economically feasible way.

"Median Transitway" means fixed route for light rail transit or bus rapid transit vehicles along the median of a street that is separated from regular traffic and employs transit prioritization techniques such as exclusive traffic signal phases.

"Metrolinx" means the Corporation established by the *Metrolinx Act, 2006*.

"Ministry" and "Minister" respectively means the Ministry of Transportation and the Minister responsible for the Ministry.

"Municipality" means a municipality as defined in the *Municipal Act, 2001* (Ontario).

"Project" means any transit project funded, in whole or in part by Metrolinx, and implemented by a Provincial crown agency, a Municipality, municipal transit authorities and/or the private sector. GO Transit infrastructure projects funded through Metrolinx's annual budgets shall be subject to a separate guideline and excluded from application of this guideline.

"Province" or "Provincial" means the Province of Ontario including the Ministry, Metrolinx and other Provincial ministries and agencies.

"Revenue Service" means the point in time when a Project is ready to accept paying customers.

## 2. Purpose

The purpose of the Guidelines is to introduce capital cost eligibility criteria for funding for Metrolinx-owned rapid transit capital projects, designed and constructed through agreements with others including municipal transit operators.

The Guidelines shall not be construed as a Provincial or Metrolinx commitment to fund any particular Project or the budget or budget allocations for any Project, the



details of which will be included in specific Project Charters relating to each funded Project.

Activities or costs identified as ineligible for Metrolinx funding under the Guidelines may still be undertaken at the expense of a non-Provincial funding partner provided such activities or costs do not directly or indirectly impact the Metrolinx-funded works.

### **3. Date of Effect**

This Guidelines document takes effect on April 1, 2009.

### **4. Principles of Funding**

Metrolinx funding for a Project will be applied to cover costs that are:

- A. defined as capital expenditures under the Generally Accepted Accounting Principles (GAAP) in Canada, or meeting the criteria identified in Section 6.A;
- B. directly attributable to a Project; and
- C. necessary to bring a Project into Revenue Service.

### **5. Appropriation by the Legislative Assembly of Ontario**

Despite any other provision in this Guideline, annual funding for individual Projects being implemented will be subject to annual appropriations of such funds by the Legislative Assembly of Ontario.

### **6. Eligible Costs**

#### **A. Studies**

Metrolinx will fund the cost of Metrolinx-approved studies that are undertaken to meet Provincial regulatory requirements or demonstrate the technical and economic feasibility of a Project. Studies eligible for funding include but are not limited to Metrolinx-approved:

- i. Environmental assessment (EA) studies to satisfy the requirements of the Ontario Environmental Assessment Act and the Canadian Environmental Assessment Act;
- ii. Technical Studies (e.g. benefits case analysis, financial analysis, ridership forecasts, and land value capture studies, environmental, geotechnical and soils investigations, and noise studies);
- iii. Planning, design and engineering (PDE); and
- iv. Value for money study undertaken by either Infrastructure Ontario (IO) or Metrolinx to determine whether an alternative financing and

- procurement approach to project delivery can generate a value for money advantage over traditional procurement; and
- v. Any study deemed required by the Ministry or Metrolinx prior to the finalization of a funding commitment to a Project.

## B. General Expenses

Expenditures incurred which are authorized by Metrolinx and which are directly related to the construction of a Project or that must be incurred in order to bring the Project into Revenue Service, will be eligible for Metrolinx funding. These expenditures include but are not limited to:

- i. Project management;
- ii. Salaries and benefits of municipal staff (including contract positions) assigned or seconded to the Project on a full time basis;
- iii. Salaries and benefits of Metrolinx staff (including contract positions) assigned to the Project on a full time basis;
- iv. Salaries and benefits of new staff retained to work exclusively on a Project;
- v. Salaries and benefits of municipal staff and Metrolinx staff (including contract positions assigned or seconded to the Project) working on a task-specific basis or providing technical services, that are directly related to the implementation of a Project, provided that; (a) such staff provide detailed dockets of actual time spent and identifying the services provided and tasks undertaken; (b) such tasks and services require the application of specific technical skills such as legal services, appraisal services, survey services, realty negotiations; and (c) such tasks or services are not senior level management or oversight functions.
- vi. Rental and office costs directly attributable to staff referenced in B (i) to (iv) inclusive, including training, supplies, taxes, rent (including rental costs of municipal office space used by municipal staff assigned or seconded to the Project, provided such rent does not exceed market rents for comparable space);
- vii. Fixed guideway infrastructure;
- viii. Rolling stock, including but not limited to heavy rail, light rail and bus rapid transit (BRT) buses;
- ix. Acquisitions of interests in land as determined by Metrolinx , including purchases, easements, land leases, licences and other interests in real property required to bring a Project into Revenue Service,
- x. Infrastructure costs related to incorporating the PRESTO Fare system on the Projects, excluding software licensing fees;
- xi. Land transfer and other applicable taxes relating to property acquisitions referenced in B ix;
- xii. Expropriation compensation as required by the *Expropriations Act*, except claims for injurious affection where the statutory authority does

- not acquire part of the land of an owner (which claims will be considered by Metrolinx for eligibility of cost recovery on a case-by-case basis);
- xiii. The following administration costs and out-of-pocket expenses relating to property acquisition referenced in B ix:
    - (a) appraisal, environment and other service provider costs;
    - (b) expert witness services (including reports) relating to expropriation matters;
    - (c) registration costs;
    - (d) title search disbursements, including Teraview fees;
    - (e) off title search enquiry disbursements;
    - (f) photocopies, long distance charges and other disbursements;
    - (g) courier/process server costs;
    - (h) special examiner and other reporting costs – e.g. discoveries, and court reporter and transcripts (relating to expropriation matters).
  - xiv. Works related to structure demolition or construction;
  - xv. Safety and security equipment;
  - xvi. Computer, electronics and communication devices;
  - xvii. Transit stops, stations and terminals;
  - xviii. Garages and facilities;
  - xix. Teraview licenses;
  - xx. Commercial and other necessary Insurance;
  - xxi. Utility relocations generated primarily as a result of the Project and not associated with any other municipal repair and/or utility replacement or expansion program;
  - xxii. Standard grass landscaping at construction sites;
  - xxiii. Hording and signage at Project construction sites;
  - xxiv. Project corridor and urban design enhancements up to 1.5% of total construction cost;
  - xxv. Project operating expenses needed to bring a Project into Revenue Service including:
    - a. Testing
    - b. Safety inspection:
  - xxvi. Other costs deemed by Metrolinx as capital expenditures necessary to bring the Project into Revenue Service;
  - xxvii. Communication costs related to Projects, including expenses related to community relations, Project websites and public information; and
  - xxviii. Indirect Costs incurred to the extent authorized and necessary to bring a Project into Revenue Service will also be eligible for Metrolinx funding.



## 7. Municipal Expenditures

Municipalities shall be responsible for the following expenses:

- i. Any cost which does not qualify as an Eligible Cost, including Ineligible Costs which a Municipality wishes to incur;
- ii. Project corridor and urban design enhancements beyond 1.5% of total construction cost;
- iii. Upgrades to materials beyond pre-existing municipal standard;

## 8. Ineligible Costs

- A. Except as otherwise specifically set out in these Guidelines Metrolinx will not fund expenditures that are not directly related to bringing a Project into Revenue Service. These ineligible costs include:
  - i. Any expenses which are the responsibilities of municipalities under section 7;
  - ii. Subject to section 6(B)(v), salaries and benefits of staff whose full-time services are not dedicated to the implementation, management or oversight of the Project;
  - iii. Costs of any activities that are part of the regular operation and maintenance of municipal transit assets;
  - iv. Carrying costs incurred on the funding share of any funding partner other than the Province;
  - v. Legal or litigation costs brought by municipalities in proceedings against Metrolinx or the Province, including cross-claims by municipalities against Metrolinx or the Province; and
  - vi. Municipal upgrades not expressly approved by Metrolinx. Metrolinx may agree to fund upgrades or additions to Projects which support the operational effectiveness of the Project.
- B. Metrolinx will not fund expenditures related to activities that may be undertaken as part of the Project, but which are over and above the Project's defined scope. These costs include, but are not limited to:
  - i. Upgrading of municipal services and utilities that are over and above relocation or basic replacement needs
  - ii. Project corridor and urban design enhancements over and above a maximum allowance of 1.5% of total Project costs;
  - iii. Expansion or upgrades to a Municipality's or private sector partner's existing computer and communication systems that may be undertaken as part of, or simultaneous to, the implementation of the Project;
  - iv. Expansion or upgrades to existing transit garages and facilities owned by municipalities that are over and above the Project's needs;

- v. Software license fees and other non-infrastructure expenses relating to the Presto implementation.
- C. Metrolinx funding of any cost or expenditure is without duplication to other sources of funding provided by Metrolinx. Metrolinx will not fund costs or expenditures which are the subject of any municipal, Federal or Provincial funding agreement or other reimbursement arrangement including development charges.

## **9. Amendments**

The Ministry may change these Guidelines from time to time provided that no such changes will render previously eligible costs ineligible where such costs were either incurred or, through the execution of binding legal agreements, committed to prior to the effective date of such amendment.



# HAMILTON LIGHT RAIL TRANSIT

PROJECT UPDATE  
GENERAL ISSUES COMMITTEE  
December 4, 2019



# Hamilton Light Rail Transit



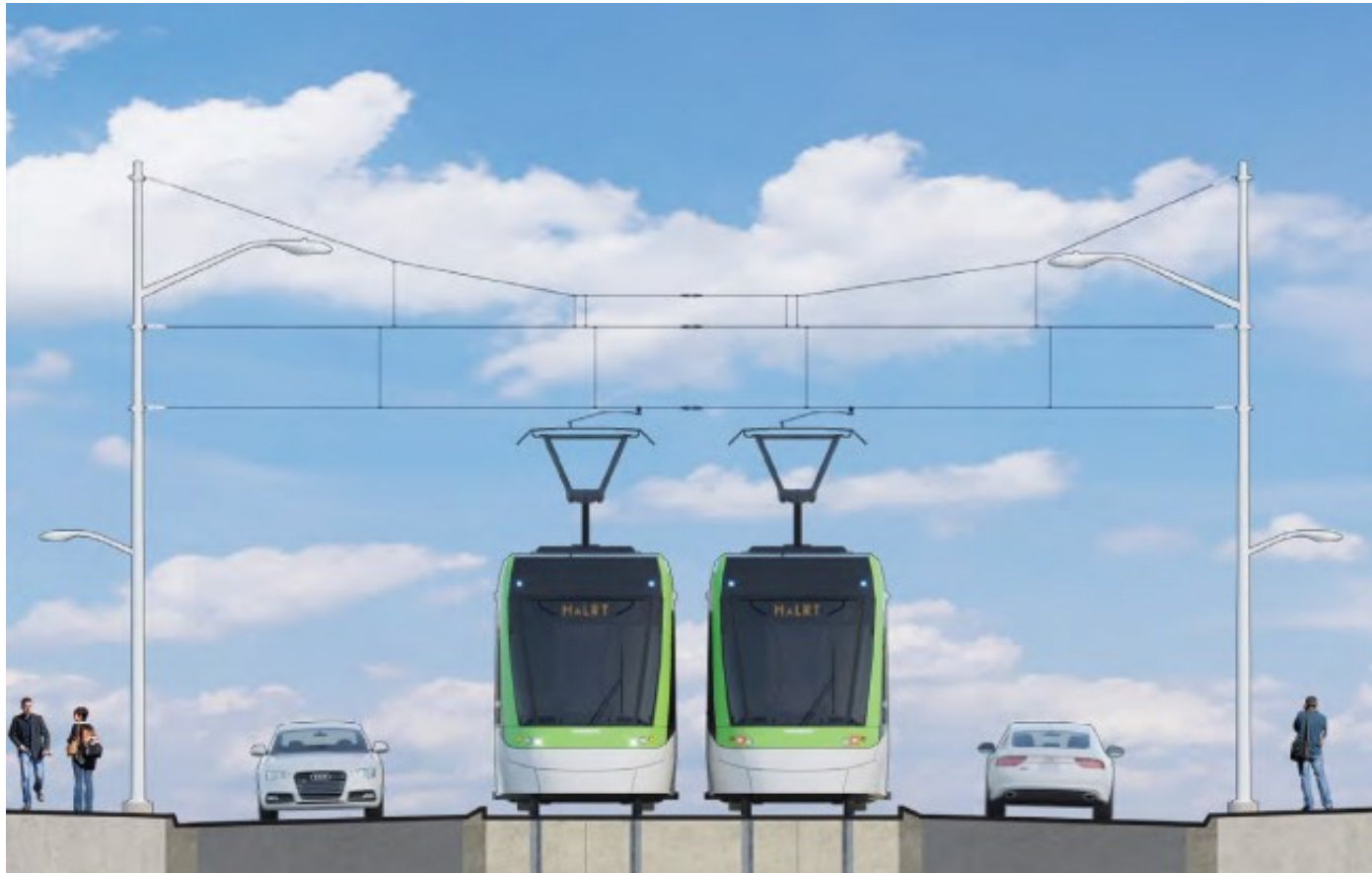


# General Arrangement





# General Arrangement



# General Arrangement

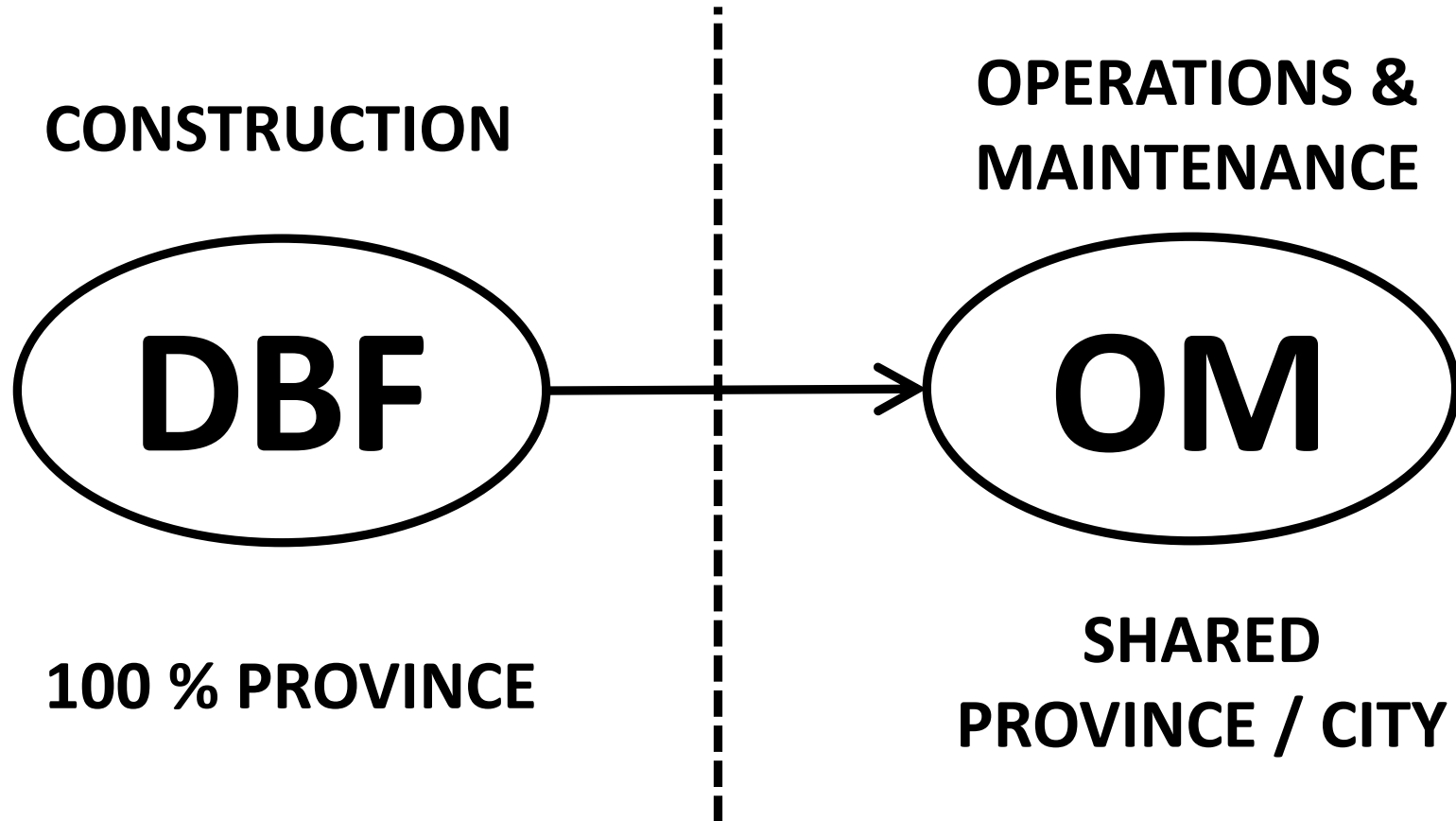


# General Arrangement

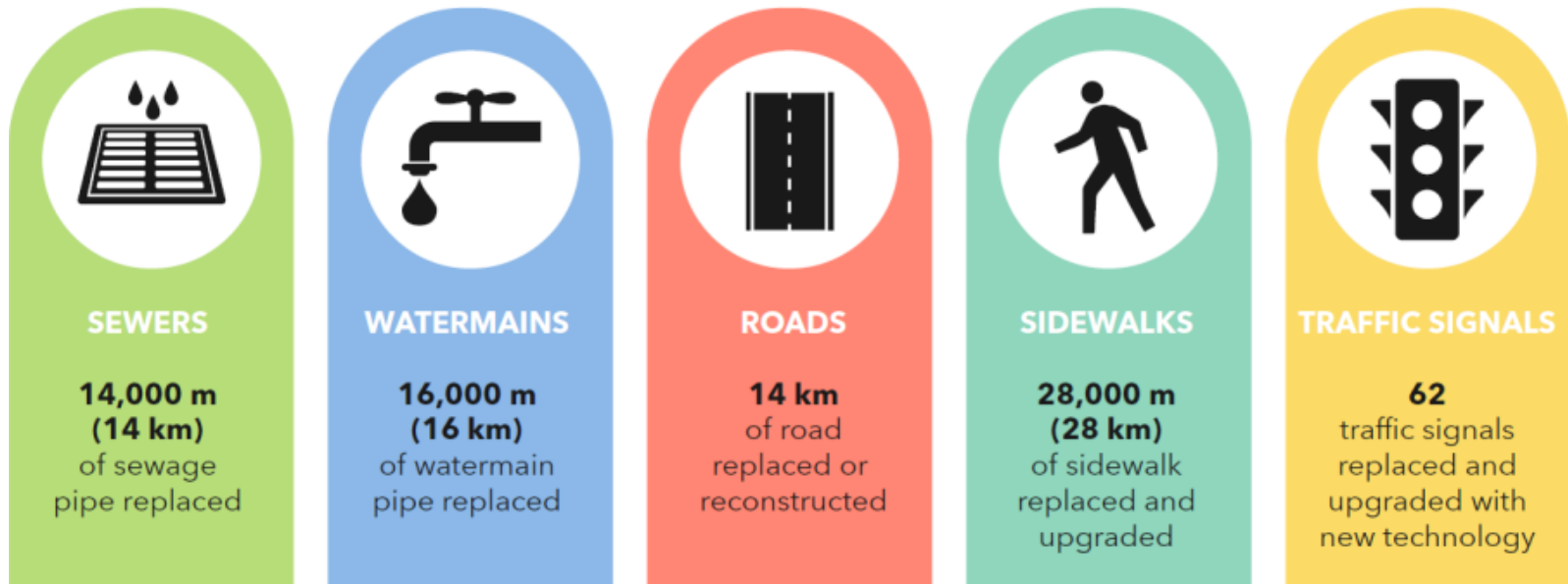




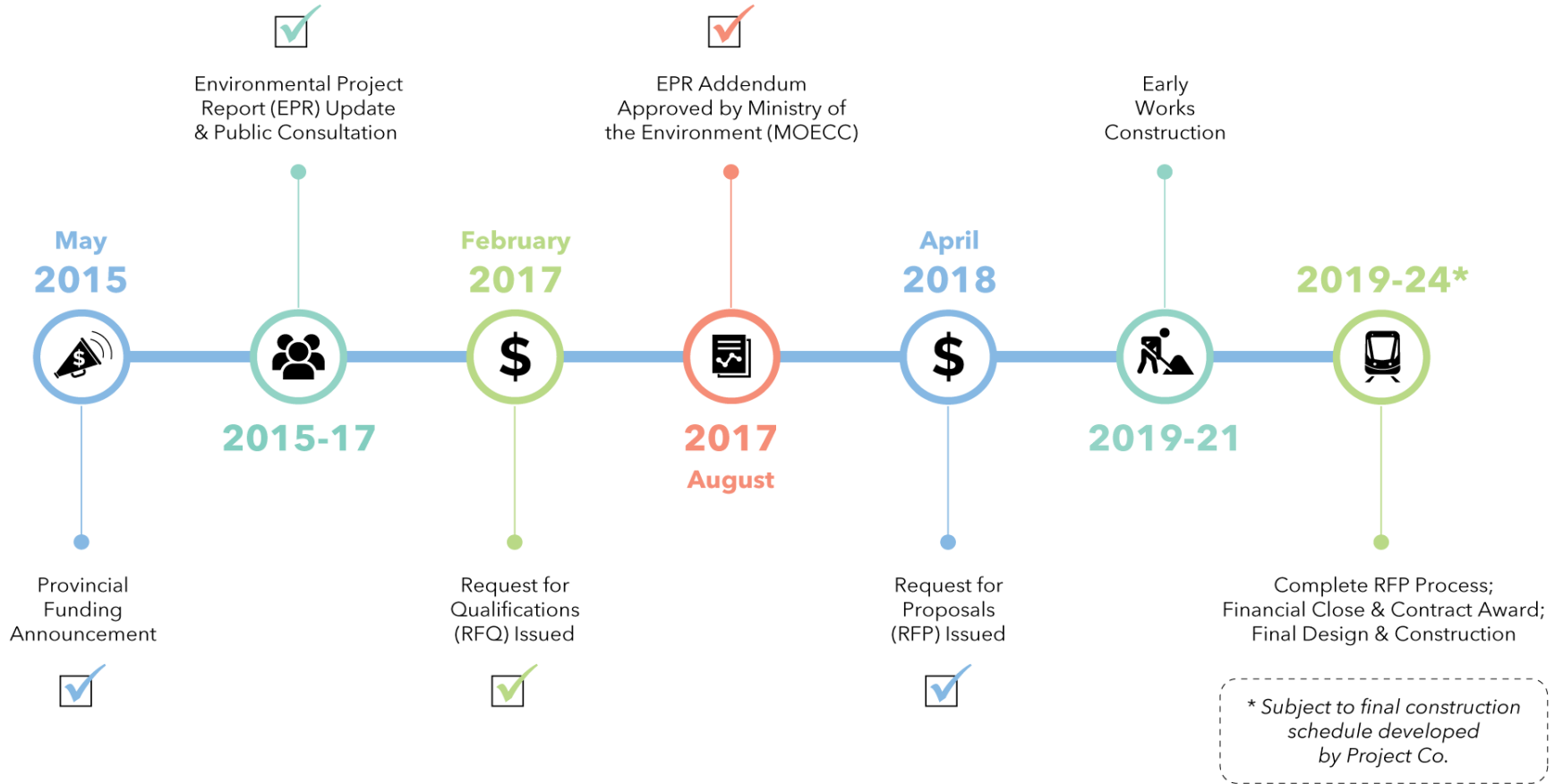
# Project Delivery



# Infrastructure Investment



# Project Timeline



# Project Spending

As of September 30, 2019

- \$162 Million spent
- \$22 Million committed
- \$184 Million total
- \$80 Million on property
- Compliance with MTO Capital Cost Eligibility Criteria.

# Property Acquisition

## Overall

- 90 full purchases
- 300 + partial purchases

## To Date

- 60 full purchases complete
- Partial purchases starting
- Expropriations to follow



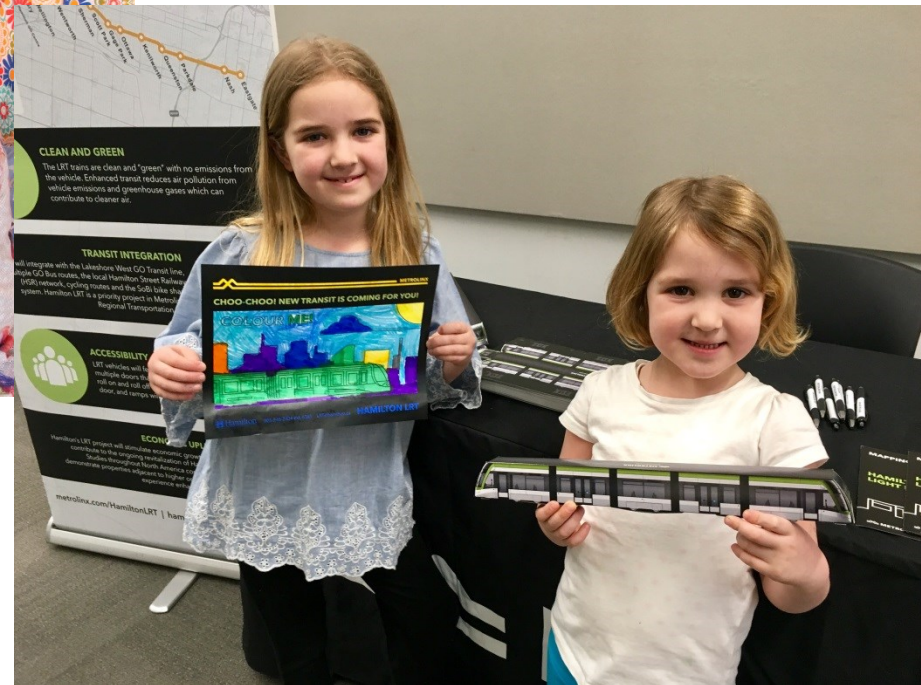
# Demolition & Tenant Support

- 15 residential properties to date
- 55 residential units
- 40 occupied / 15 unoccupied
- 66 people requiring support
- 43 people accommodated to date
- Demolitions will start in the New Year.

# Community Engagement



# Community Engagement



# Early Works Projects

- Main St. E., Delana Ave. to Rosewood Rd.
  - Watermain and sewer relocation.
- Sherman Ave., King St. to South Limit.
  - Watermain relocation
- Wentworth St., King St. to Wilson St.
  - Watermain relocation
- York Blvd., Dundurn St. to Hess St.
  - Bike lane and intersection improvements

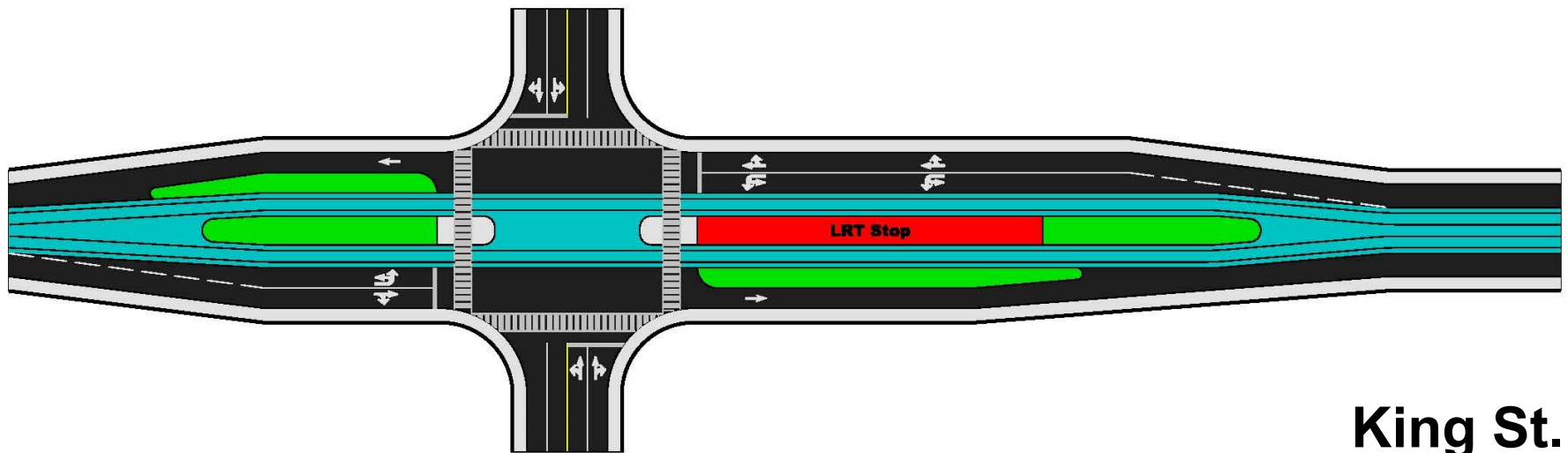
# Design Evolution

## User Hierarchy

1. Pedestrians
2. Transit Vehicles (LRT & Buses)
3. Local access, business delivery
4. Through traffic, cars & trucks

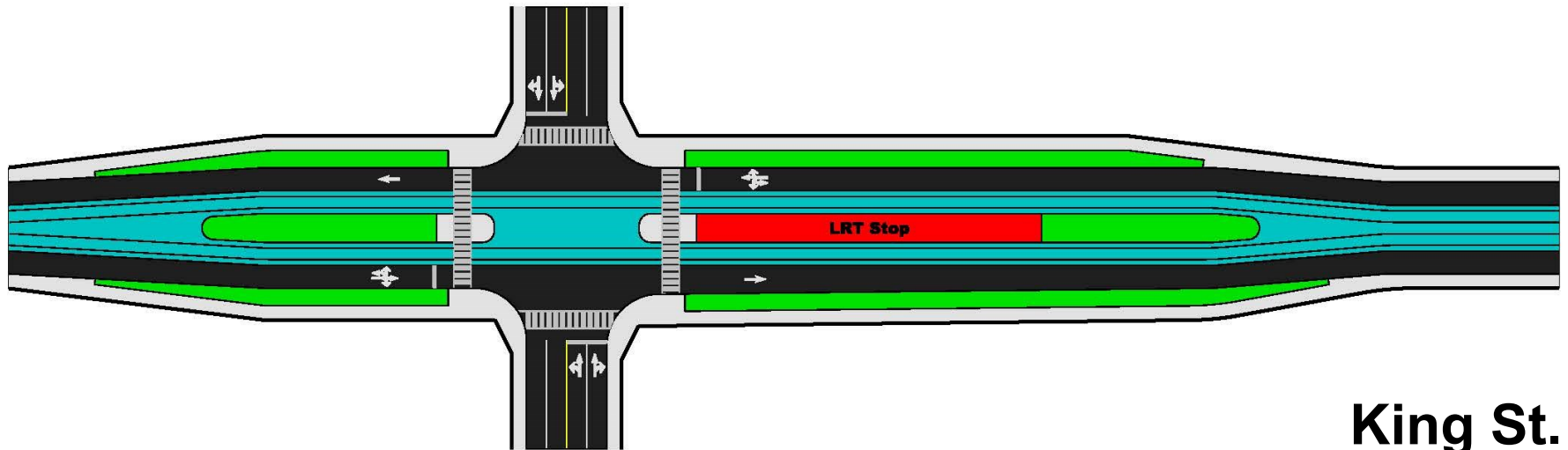


# Design Evolution



**King St.  
Parkdale Ave. to Wellington St.  
Original Design Concept  
Left Turn Lanes Provided**

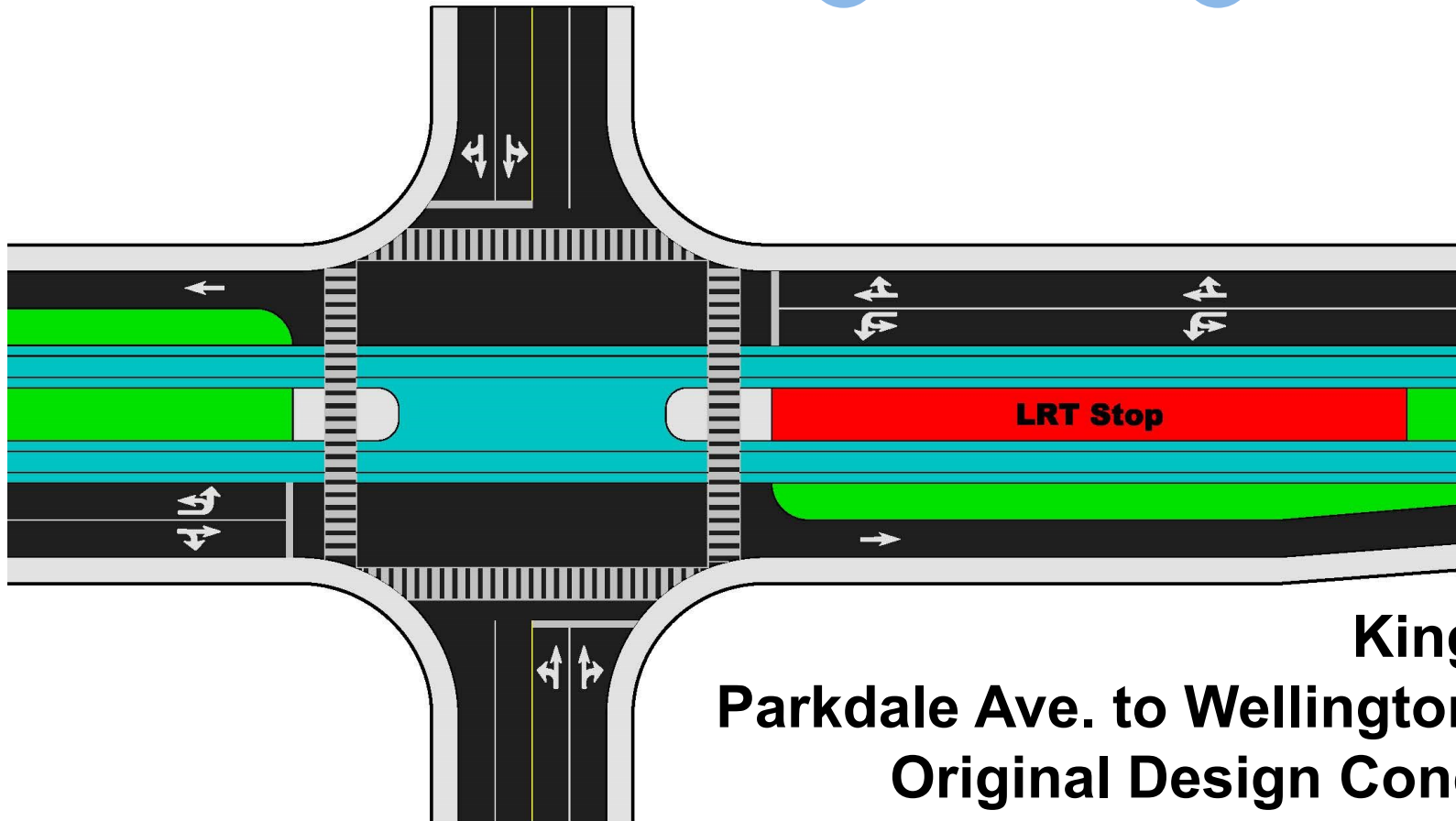
# Design Evolution



**King St.  
Parkdale Ave. to Wellington St.  
Revised Design Concept  
No Left Turn Lanes**

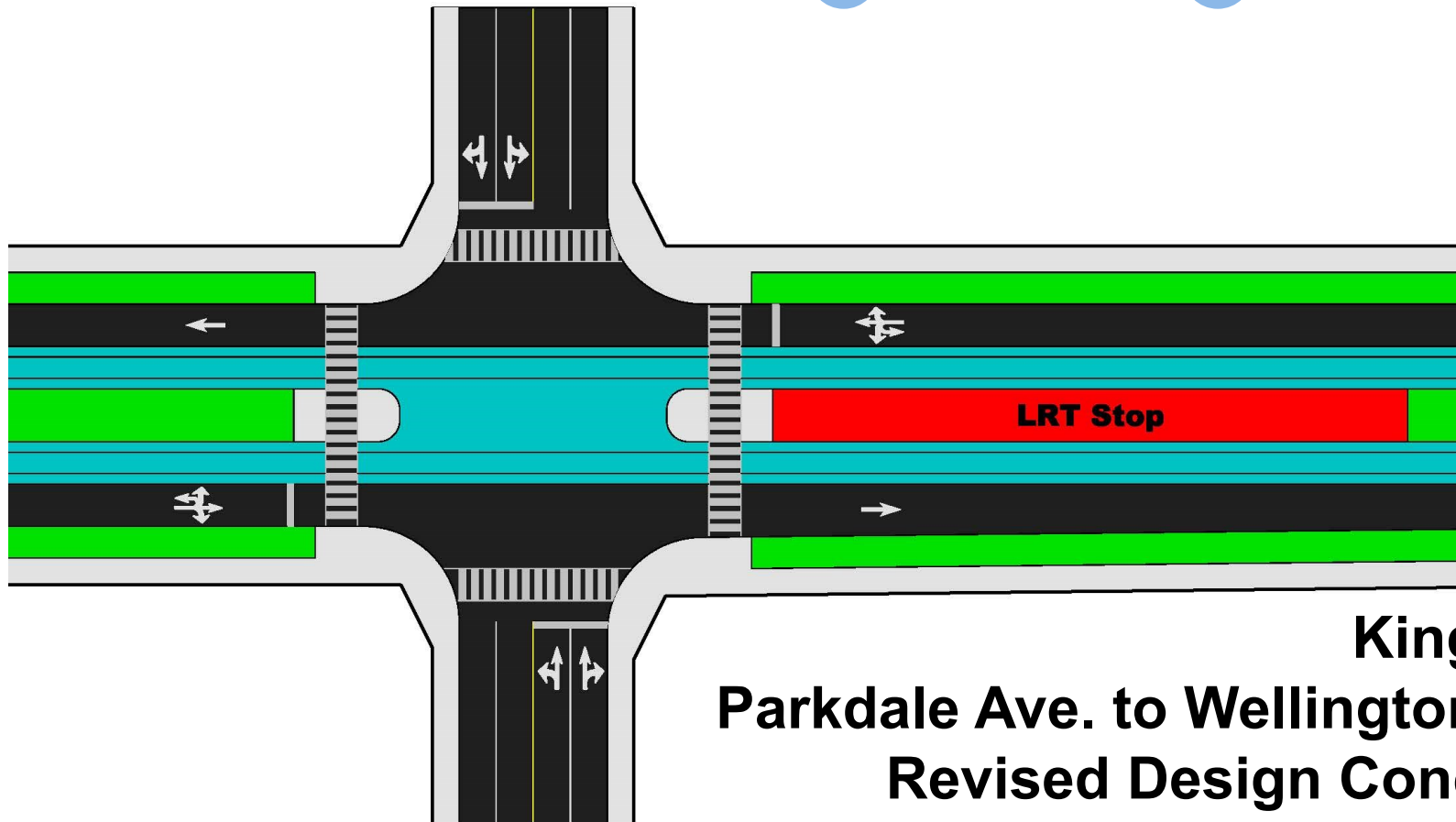


# Design Evolution



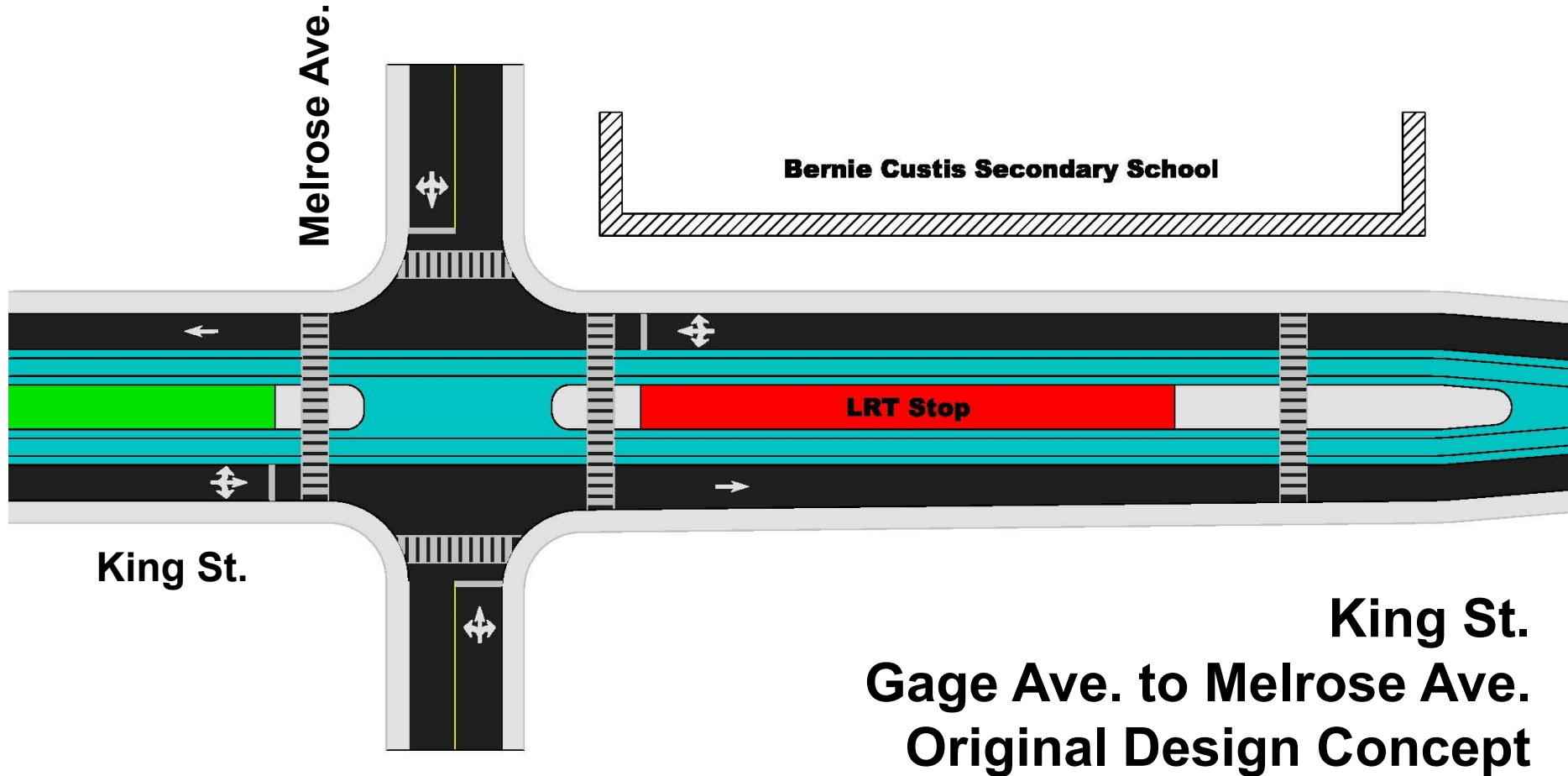
**King St.  
Parkdale Ave. to Wellington St.  
Original Design Concept  
Left Turn Lanes Provided**

# Design Evolution



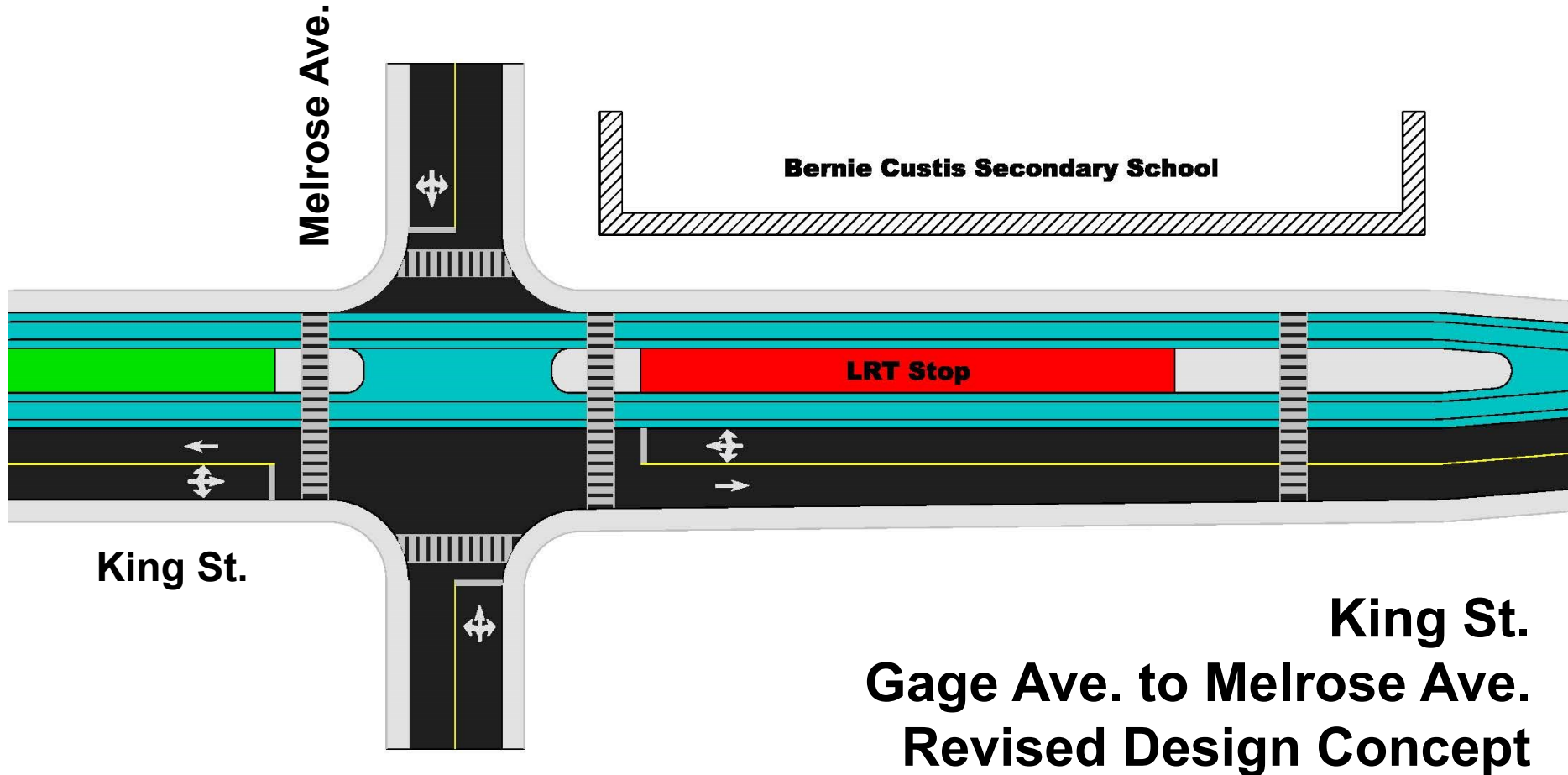
**King St.  
Parkdale Ave. to Wellington St.  
Revised Design Concept  
No Left Turn Lanes**

# Design Evolution



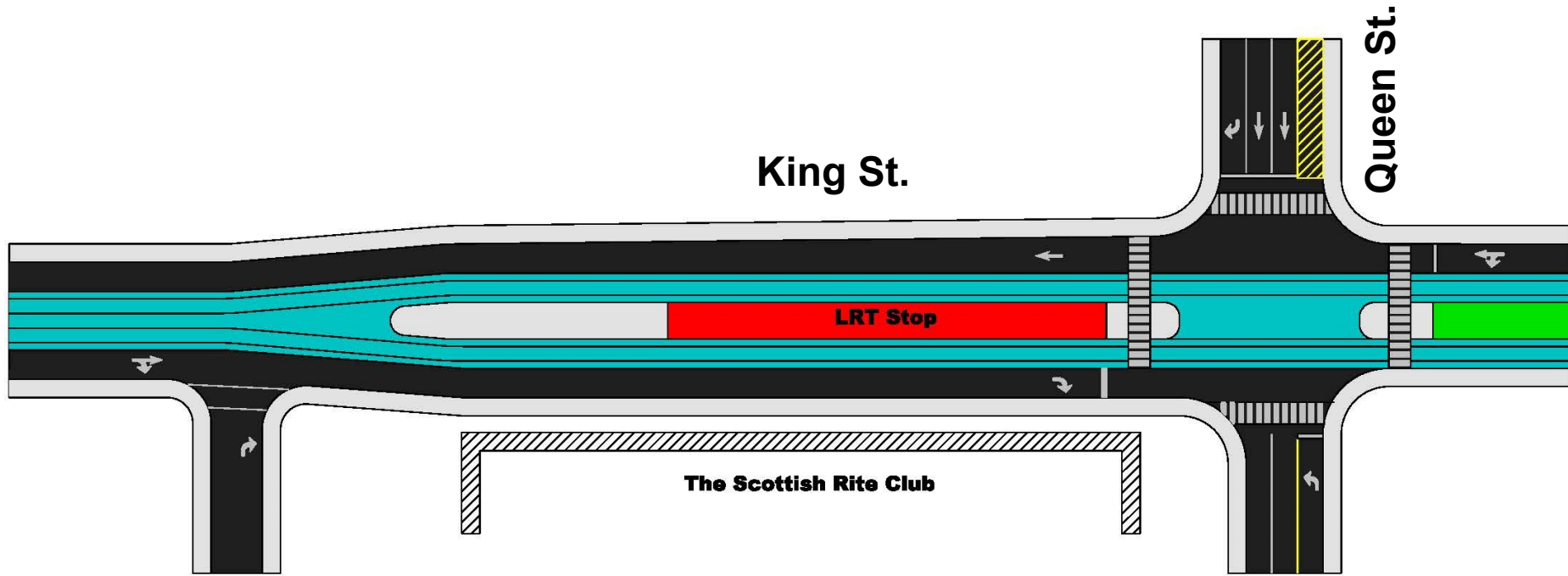
**King St.  
Gage Ave. to Melrose Ave.  
Original Design Concept**

# Design Evolution



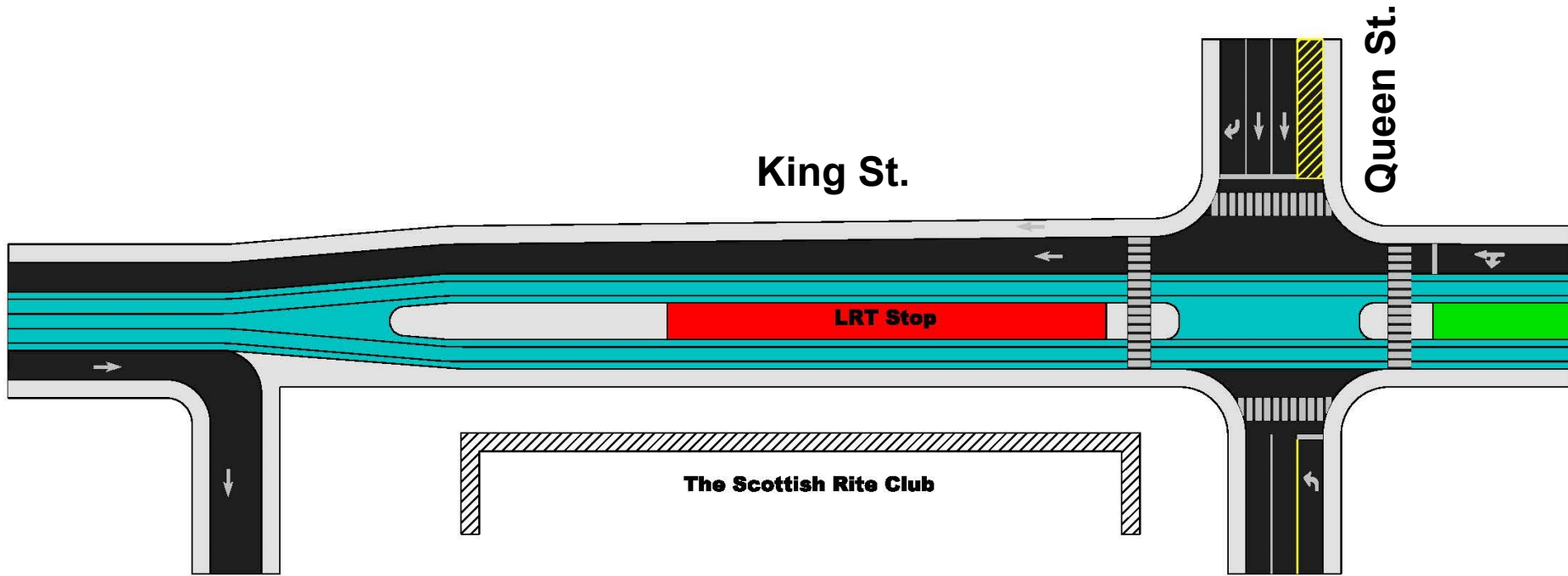
**King St.  
Gage Ave. to Melrose Ave.  
Revised Design Concept**

# Design Evolution



**King St.  
Queen St. to Ray St.  
Original Design Concept**

# Design Evolution



**King St.  
Queen St. to Ray St.  
Revised Design Concept**

# Next Steps

- Continue to assist Metrolinx with the procurement process.
  - Respond to Requests for Information (RFI).
  - Participate in proponent meetings.
  - Participate in bid evaluation.
- Continue property acquisition and tenant support.
- Undertake “Early Works” projects.
- Refine Capital and O&M cost estimates.
- Negotiate agreements; Master and O&M



# Other Metrolinx Initiatives

## Regional Rail (GO Train Service)

- Additional peak hours trips added in 2019,
- 8 morning trips and 8 afternoon trips,
- Trips split between West Harbour and Hamilton GO
- Plans for two-way, all-day service continuing.

## Confederation Station

- Currently open for GO Bus passengers,
- Original plans scaled back, market-driven approach,
- Rail service to begin in 2022/2023.

# Other Metrolinx Initiatives

## Frequent Rapid Transit Network (FRTN)

- 8 FRTN lines identified in 2041 RTP for Hamilton,
- All 5 BLAST lines identified,
- B-Line currently in development,
- A-Line identified as a priority,
- ICIP funding requested for A-Line priority measures,
  - Queue-jump lanes,
  - Transit signal priority,
  - Stop enhancements.



# Questions?

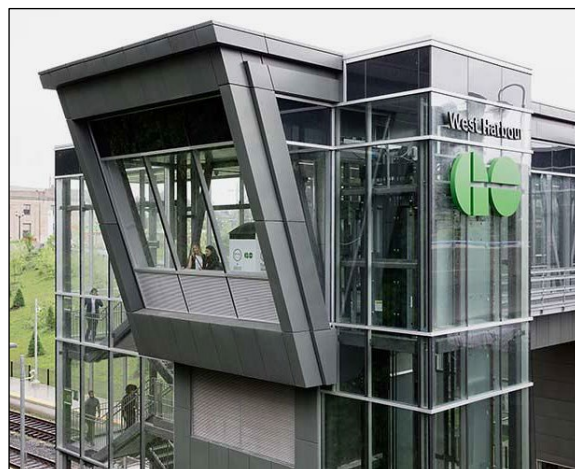
# Hamilton GO Expansion

## NEW SERVICE

- As of August 2019, rush-hour weekday service at West Harbour has doubled with four more trips - two Toronto-bound in the morning, and two home-bound trips in the afternoon.
  - 8 train trips now depart Hamilton and return in the evening (16 total)
- GO Bus route 12 began serving the future Confederation station site in November 2019.

## OVERVIEW

- Metrolinx does not own any corridor infrastructure west of Burlington GO Station.
- The stretch of track between Aldershot and Hamilton is a key freight movement artery.
- Delivering frequent and efficient GO service for Hamilton is a priority for Metrolinx.
- We continue to work with our rail partners to deliver increased GO train service to Hamilton.
- Through the GO Expansion program, the city of Hamilton will receive increased options through a blend of rail and bus services to Hamilton Centre GO, West Harbour and the future Confederation GO station.



Rush-hour service at West Harbour has doubled through the GO Expansion program



Widening the John Street bridge allows us to expand GO Train service to Hamilton

Metrolinx has built a number of major rail infrastructure projects to enable more GO service for Hamilton:

- New track and all supporting civil and signaling infrastructure between Burlington station and Bayview Junction;
- West Harbour station completed and operational since 2015;
- Expanded Centennial Parkway, Desjardins Canal and John Street bridges to allow for additional track into and through Hamilton;
- Replaced the Valley Inn Road Bridge;
- Completed the new layover facility on Lewis Road in Winona to allow trains to be stored on the east side of Hamilton Junction.

## WHAT'S NEXT?

Metrolinx is working with corridor owners to build the infrastructure required to continue to bring more service to Hamilton, including:

- New Confederation station (update to be provided in 2020);
- New track and signaling infrastructure at Hamilton Junction, CN Stuart Yard and West Harbour;
- Enabling works between West Harbour and future Confederation station, including fibre optic and utility relocation (to start in 2020);
- Expansion of the Red Hill Creek Bridge (to start in 2020);
- New track from West Harbour to future Confederation station; and,
- Replacement and upgrades to numerous bridges and crossings.

Our commitment is to bring incremental increases in service to Hamilton, making it easier than ever to travel across the Greater Golden Horseshoe using GO Transit.

We will continue to work with our rail partner CN, on the required infrastructure investments as well as long-term agreements needed for further service expansion into Hamilton.



Widening of the Desjardins Canal Bridge

## GO EXPANSION BENEFITS

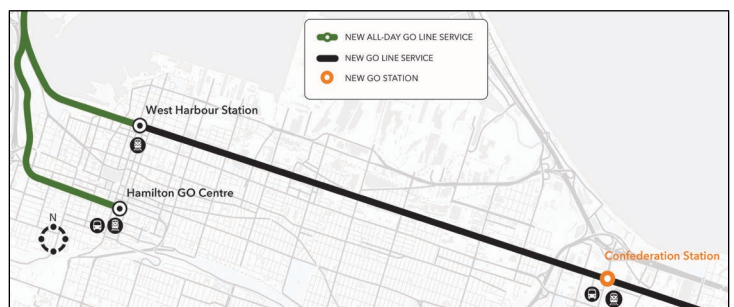
The GO Expansion Full Business Case outlines how the program supports regional plans and goals.

- **Transportation Benefits:** increasing efficiency, effectiveness and resiliency of the transportation system.
- **Quality of Life Benefits:** making it easier for people to access more of the region with safe and convenient services.
- **Economic Prosperity Benefits:** supporting economic development by reducing commute times, connecting businesses and supporting investment.
- **Protected Environment Benefits:** supporting conservation by reducing the environmental impact of travel.

Find out more at: [metrolinx.com/goexpansion](http://metrolinx.com/goexpansion)

## CONTACT US

- ☺ Visit us at community information events
- ✉ Write to us at [Hamilton@metrolinx.com](mailto:Hamilton@metrolinx.com)
- 📶 Visit us online at [metrolinx.com/hamilton](http://metrolinx.com/hamilton)
- 📞 Call us at 905-521-1003
- ☰ Sign up for On the GO Alerts to your mobile phone or inbox: [onthegoalerts.gotransit.com](http://onthegoalerts.gotransit.com)





**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	International Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19234) (Ward 2)
<b>WARD(S) AFFECTED:</b>	Ward 2
<b>PREPARED BY:</b>	Julia Davis (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Glen Norton Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 Operating Budget for the International Village Business Improvement Area, attached as Appendix "A" to Report PED19234, in the amount of \$188 K be approved;
- (b) That the levy portion of the Operating Budget for the International Village Business Improvement Area in the amount of \$170 K be approved;
- (c) That the General Manager of Corporate Services Department be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2020 Budget as referenced in Recommendation (b) of Report PED18237;
- (d) That the following schedule of payments for 2020 be approved:

January	\$85 K
June	\$85 K

Note: Assessment appeals may be deducted from the levy payments.

**SUBJECT: International Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19234) (Ward 2) - Page 2 of 3**

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## **EXECUTIVE SUMMARY**

This Report deals with the approval of the 2020 Budget and Schedule of Payments for the International Village Business Improvement Area (BIA).

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

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The \$170,000 is completely levied by the BIA through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

**Staffing:** There are no staffing implications.

**Legal:** *The Municipal Act, 2001*, Section 205, Sub-section (s) dictates that City Council must approve Budgets of BIAs.

## **HISTORICAL BACKGROUND**

At its Annual General Meeting on Tuesday October 29, 2019, the International Village BIA Board of Management presented its proposed Budget for 2020.

The process followed to adopt the International Village BIA's Budget was in accordance with *The Municipal act, 2001*, and the BIA's Procedure By-law.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

*The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs

## **RELEVANT CONSULTATION**

Not Applicable.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Not Applicable.

## **ALTERNATIVES FOR CONSIDERATION**

Not Applicable.



**SUBJECT: International Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19234) (Ward 2) - Page 3 of 3**

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A”–International Village Business Improvement Area (BIA) Proposed 2020 Operating Budget

JD:sd

## Appendix "A" to Report PED19234

Page 1 of 1

**INTERNATIONAL VILLAGE  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2020 OPERATING BUDGET**

<b>Revenues</b>	
BIA Levy	\$170,000
Reserve Monies	\$18,000
<b>Total Revenue</b>	<b>\$188,000</b>
<b>Expenses</b>	
Rent	\$12,900
Telephone/fax/internet/website	\$4,000
Office Supplies <small>(cleaning supplies, postage, paper, toner, general office, etc.)</small>	\$2,500
Equipment repairs & purchases <small>(equipment maintenance, computer upgrades/repairs, photocopier)</small>	\$1,000
Bank charges, book-keeper, audit fees	\$3,500
Insurance	\$3,900
Administrative Services <small>(wages, benefits, source deductions)</small>	\$72,000
Member contact & events <small>(printing, networking events, Chamber of Commerce membership, OBIAA Conference, event supplies)</small>	\$7,700
Board Expense, travel & promotion <small>(board gifts, gifts, flowers, parking, mileage)</small>	\$2,000
Advertising	\$70,000
Beautification & maintenance <small>(graffiti removal/summer staff/garbage)</small>	\$3,500
Contingency <small>(reassessed properties that affect levy)</small>	\$5,000
<b>Total Expenses</b>	<b>\$188,000</b>



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Downtown Hamilton Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19223) (Ward 2)
<b>WARD(S) AFFECTED:</b>	Ward 2
<b>PREPARED BY:</b>	Julia Davis (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Glen Norton Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 Operating Budget for the Downtown Hamilton Business Improvement Area, attached as Appendix "A" to Report PED19223, in the amount of \$465,000 be approved;
- (b) That the levy portion of the Operating Budget for the Downtown Hamilton Business Improvement Area in the amount of \$400 K be approved;
- (c) That the General Manager of Finance and Corporate Services Department be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2020 Budget as referenced in Recommendation (b) of Report PED19223;
- (d) That the following schedule of payments for 2020 be approved:

January	\$200 K
June	\$200 K

Note: Assessment appeals may be deducted from the levy payments.

**SUBJECT: Downtown Hamilton Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19223) (Ward 2) - Page 2 of 3**

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## **EXECUTIVE SUMMARY**

This Report deals with the approval of the 2020 Budget and Schedule of Payments for the Downtown Hamilton Business Improvement Area (BIA).

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

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The \$400 K is completely levied by the BIA through its members. There is no cost to the City of Hamilton for any part of the Operating Budget

**Staffing:** There are no staffing implications.

**Legal:** *The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

## **HISTORICAL BACKGROUND**

At its Annual General Meeting on Monday, November 4, 2019, the Downtown Hamilton BIA Board of Management presented its proposed Budget for 2020.

The process followed to adopt the Downtown Hamilton BIA's Budget was in accordance with *The Municipal Act, 2001*, and the BIA's Procedure By-law.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

*The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

## **RELEVANT CONSULTATION**

Not Applicable.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Not Applicable.

## **ALTERNATIVES FOR CONSIDERATION**

Not Applicable.

**SUBJECT: Downtown Hamilton Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19223) (Ward 2) - Page 3 of 3**

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A”–Downtown Hamilton Business Improvement Area (BIA) Proposed 2020 Operating Budget

JD:sd

## Appendix "A" to Report PED19223

Page 1 of 1

**DOWNTOWN HAMILTON  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2020 OPERATING BUDGET**

<b>Revenue</b>	
BIA Levy	\$400,000
Other Income	\$65,000
<b>Total Revenues</b>	<b>\$465,000</b>
<b>Expenses</b>	
<b><i>Office Expenses</i></b>	
Professional Fees	\$4,000
Telephone	\$5,000
Levy Appeals	\$17,000
Rent	\$37,000
Meetings	\$7,500
Memberships	\$1,000
Salaries/Benefits	\$170,500
Office Expenses	\$6,000
Insurance	\$12,000
Amortization	\$12,000
Other – Bank Charges/Bad Debts	\$500
<b><i>Special Events/Promotions</i></b>	
Events & Promotions	\$150,000
<b><i>Beautification</i></b>	
Beautification	\$42,500
<b>Total Expenses</b>	<b>\$465,000</b>



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Barton Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2020 (PED19219) (Ward 3)
<b>WARD(S) AFFECTED:</b>	Ward 3
<b>PREPARED BY:</b>	Julia Davis (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Glen Norton Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 Operating Budget for the Barton Village Business Improvement Area (BIA), attached as Appendix "A" to Report PED19219 in the amount of \$165,365 be approved;
- (b) That the levy portion of the Operating Budget for the Barton Village BIA in the amount of \$68,865 be approved;
- (c) That the General Manager of Finance and Corporate Services Department be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, *The Municipal Act, 2001*, to levy the 2020 Budget as referenced in Recommendation (b) of Report PED19219;
- (d) That the following schedule of payments for 2020 be approved:

January	\$34,432.50
June	\$34,432.50

Note: Assessment appeals may be deducted from the levy payments.



**SUBJECT: Barton Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2020 (PED19219) (Ward 3) - Page 2 of 3**

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**EXECUTIVE SUMMARY**

This report deals with the approval of the 2020 Budget and Schedule of Payments for the Barton Village Business Improvement Area (BIA).

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The \$68,865 is fully levied by the BIA through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: *The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve budgets of BIAs.

**HISTORICAL BACKGROUND**

At its Annual General Meeting on Thursday October 17, 2019, the Barton Village BIA Board of Management presented its proposed Budget for 2020.

The process followed to adopt the Barton Village BIA's Budget was in accordance with *The Municipal Act, 2001*, and the BIA's Procedure By-law.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

*The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

**RELEVANT CONSULTATION**

Not Applicable.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Not Applicable.

**ALTERNATIVES FOR CONSIDERATION**

Not Applicable.

**SUBJECT: Barton Village Business Improvement Area (BIA) Proposed Budget  
and Schedule of Payments for 2020 (PED19219) (Ward 3) - Page 3 of 3**

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A”–Barton Village Business Improvement Area (BIA) Proposed 2020  
Operating Budget

JD:sd

## Appendix "A" to Report PED19219

Page 1 of 1

**BARTON VILLAGE  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2020 OPERATING BUDGET**

<b>Revenue</b>	
BIA Levy	\$68,865
Grants & Sponsorships	\$92,000
HST Rebate	\$4,500
<b>Total Revenues</b>	<b>\$165,365</b>
<b>Expenses</b>	
<b><i>Marketing and Advertising</i></b>	
Banners	\$10,000
Marketing Coordinator	\$19,760
<b><i>Festival and Events</i></b>	
Barton Village Festival	\$33,000
Recurring Events	\$3,000
<b><i>Meetings and Business Development</i></b>	
Annual General Meeting	\$1,500
BIA Meetings	\$600
Property of Excellence Awards	\$500
<b><i>Beautification</i></b>	
Flower planters (plants and water service) lights, boulevard	\$4,000
Christmas planters	\$1,700
Street Maintenance	\$5,000
Boulevard de-paves	\$15,000
<b><i>Insurance</i></b>	
General Insurance & Officers & Directors Liability	\$2,500
<b><i>Membership</i></b>	
Ontario BIA Membership	\$250
<b><i>Co-ordination</i></b>	
Partial Benefits	\$699
Accountant	\$1,200
Executive Director	\$39,000
Office Rent	\$18,000
Telephone/Internet	\$1,566
Office and BIA Supplies	\$4,540
Website Management	\$400
Financial Audit	\$500
Bank Charges	\$150
Levy Reconciliations (due to write offs)	\$1,000
Professional Development	\$1,500
<b>Total Expenses</b>	<b>\$165,365</b>

**CONCESSION STREET  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2020 OPERATING BUDGET**

<b>Revenue</b>	
BIA Levy	\$115,499
<b>Contingency Funds</b>	
Deferred 2019 Shared Parking Funds	\$16431.64
HST Refund	\$8,000
Cashable GIC	\$40,000
1 Year GIC due Sept 14, 2020	\$50,000
Carryover 2019 Bank Balance	\$10,000
<b>Total Revenues</b>	<b>\$239,930.64</b>
<b>Expenses</b>	
<b>Operations</b>	
Admin Support	\$1,400
Website/Tech/Cell Phone	\$2,200
Rent	\$7,469
Insurance (Director Liability)	\$5,000
Acct/Auditor	\$1,500
Utilities (Hydro)	\$1,100
<b>Payroll</b>	
Admin (50%)	\$23,302.50
Marketing (35%)	\$16,311.75
Beautification (15%)	\$6,990.75
<b>Marketing</b>	
Advertising/Promotion	\$10,000
Sidewalk Sounds	\$8,500
Streetfest	\$10,000
Winter Solstice	\$2,000
Fallfest	\$4,500
Easter Celebration	\$300
<b>Beautification</b>	
City Flower Contract	\$5,000
Banners	\$6,000
Street Cleaning	\$200
On-Street Patio	\$3,225
<b>Contingency (from non-BIA Revenue)</b>	<b>\$124,431.64</b>
<b>Total Expenses</b>	<b>\$239,930.64</b>



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Concession Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19222) (Ward 7)
<b>WARD(S) AFFECTED:</b>	Ward 7
<b>PREPARED BY:</b>	Julia Davis (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Glen Norton Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 Operating Budget for the Concession Street Business Improvement Area, attached as Appendix "A" to Report PED19222, in the amount of \$239,930.64 be approved;
- (b) That the levy portion of the Operating Budget for the Concession Street Business Improvement Area in the amount of \$115,499 be approved;
- (c) That the General Manager of Finance and Corporate Services Department be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2020 Budget as referenced in Recommendation (b) of Report PED19222;
- (d) That the following schedule of payments for 2020 be approved:

January	\$57,749.50
June	\$57,749.50

Note: Assessment appeals may be deducted from the levy payments.

**SUBJECT: Concession Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19222) (Ward 7) - Page 2 of 3**

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## **EXECUTIVE SUMMARY**

This Report deals with the approval of the 2020 Budget and Schedule of Payments for the Concession Street Business Improvement Area (BIA).

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

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The \$115,499 is completely levied by the BIA through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

**Staffing:** There are no staffing implications.

**Legal:** *The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs

## **HISTORICAL BACKGROUND**

At its Annual General Meeting on Thursday October 24, 2019, the Concession Street BIA Board of Management presented its proposed Budget for 2020.

The process followed to adopt the Concession Street BIA's Budget was in accordance with *The Municipal Act, 2001*, and the BIA's Procedure By-law.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

*The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

## **RELEVANT CONSULTATION**

Not Applicable.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Not Applicable.

## **ALTERNATIVES FOR CONSIDERATION**

Not Applicable.

**SUBJECT: Concession Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19222) (Ward 7) - Page 3 of 3**

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A”–Concession Street Business Improvement Area (BIA) Proposed 2020 Operating Budget

JD:sd



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Ancaster Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19220) (Ward 12)
<b>WARD(S) AFFECTED:</b>	Ward 12
<b>PREPARED BY:</b>	Julia Davis (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Glen Norton Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 Operating Budget for the Ancaster Village Business Improvement Area (BIA), attached as Appendix "A" to Report PED19220, in the amount of \$98 K be approved;
- (b) That the levy portion of the Operating Budget for the Ancaster Village Business Improvement Area in the amount of \$98,000 be approved;
- (c) That the General Manager of Finance and Corporate Services Department be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2020 Budget as referenced in Recommendation (b) of Report PED19220;
- (d) That the following schedule of payments for 2020 be approved:

January	\$49 K
June	\$49 K

Note: Assessment appeals may be deducted from the levy payments.



**SUBJECT: Ancaster Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19220) (Ward 12) - Page 2 of 3**

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**EXECUTIVE SUMMARY**

This Report deals with the approval of the 2020 Budget and Schedule of Payments for the Ancaster Village Business Improvement Area (BIA).

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The \$98 K is completely levied by the BIA through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

**HISTORICAL BACKGROUND**

At its Annual General Meeting on Tuesday October 22, 2019, the Ancaster Village BIA Board of Management presented its proposed Budget for 2020.

The process followed to adopt the Ancaster Village BIA's Budget was in accordance with The *Municipal Act, 2001*, and the BIA's Procedure By-law.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

**RELEVANT CONSULTATION**

Not Applicable.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Not Applicable.

**ALTERNATIVES FOR CONSIDERATION**

Not Applicable

**SUBJECT: Ancaster Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19220) (Ward 12) - Page 3 of 3**

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A”–Ancaster Village Business Improvement Area (BIA) Proposed 2020 Operating Budget

JD:sd

Appendix "A" to Report PED19220  
Page 1 of 1**ANCASTER VILLAGE  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2020 OPERATING BUDGET**

<b>Revenue</b>	
BIA Levy	\$98,000
<b>Total Revenues</b>	<b>\$98,000</b>
<b>Expenses</b>	
BIA Contingency	\$4,500
Admin Services	\$40,000
Aesthetics	\$10,000
Marketing	\$21,500
Events	\$22,000
<b>Total Expenses</b>	<b>\$98,000</b>



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Downtown Dundas Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19221) (Ward 13)
<b>WARD(S) AFFECTED:</b>	Ward 13
<b>PREPARED BY:</b>	Julia Davis (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Glen Norton Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 Operating Budget for the Downtown Dundas Business Improvement Area (BIA), attached as Appendix "A" to Report PED19221, in the amount of \$234,912 be approved;
- (b) That the levy portion of the Operating Budget for the Downtown Dundas Business Improvement Area in the amount of \$170,632.00 be approved;
- (c) That the General Manager of Corporate Services Department be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, *The Municipal Act, 2001*, to levy the 2020 Budget as referenced in Recommendation (b) of Report PED19221;
- (d) That the following schedule of payments for 2020 be approved:

January	\$85,316
June	\$85,316

Note: Assessment appeals may be deducted from the levy payments.

**SUBJECT: Downtown Dundas Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19221) (Ward 13) - Page 2 of 3**

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## **EXECUTIVE SUMMARY**

This Report deals with the approval of the 2020 Budget and Schedule of Payments for the Downtown Dundas Business Improvement Area (BIA).

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

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The \$170,632 is completely levied by the BIA through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

**Staffing:** There are no staffing implications.

**Legal:** *The Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

## **HISTORICAL BACKGROUND**

At its Annual General Meeting on Thursday October 24, 2019, the Downtown Dundas BIA Board of Management presented its proposed Budget for 2020.

The process followed to adopt the Downtown Dundas BIA's Budget was in accordance with *The Municipal Act, 2001*, and the BIA's Procedure By-law.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

*The Municipal Act, 2001*, Section 205, Sub-Section (2) dictates that City Council must approve Budgets of BIAs.

## **RELEVANT CONSULTATION**

Not Applicable.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Not Applicable.

## **ALTERNATIVES FOR CONSIDERATION**

Not Applicable.

**SUBJECT: Downtown Dundas Business Improvement Area (BIA) Proposed Budget and Schedule of Payment for 2020 (PED19221) (Ward 13) - Page 3 of 3**

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A”–Downtown Dundas Business Improvement Area (BIA) Proposed 2020 Operating Budget

JD:sd

**DOWNTOWN DUNDAS  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2020 OPERATING BUDGET**

<b>Revenue</b>	
BIA Levy	\$170,362
Earned Interest & Misc.	\$300
HST Recovery	\$15,000
Other Income [note 1]	\$35,250
Event Grants	\$14,000
<b>Total Revenues</b>	<b>\$234,912</b>
<b>Expenses</b>	
<b><i>Advertising &amp; Events</i></b>	
General Advertising	\$13,371
Easter	\$7,000
Cactus Parade	\$1,000
Scarecrow Saturday	\$5,100
Christmas	\$47,000
Buskerfest	\$25,000
Additional Events or Enhance activities at existing events	\$6,800
<b><i>Beautification</i></b>	<b>\$35,691</b>
<b><i>Economic Development</i></b>	<b>\$3,000</b>
<b><i>Administration</i></b>	
Rent & Taxes	\$19,000
Office Expenses & supplies	\$4,500
Member Services	\$2,100
Insurance	\$3,850
Staff/benefits	\$56,000
Assessment appeals	\$2,000
Audit & Bookkeeping	\$3,500
<b>Total Expenses</b>	<b>\$234,912</b>



# Hamilton

## **BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE**

**REPORT 19-011**

**8:00 a.m.**

**Tuesday, November 12, 2019**

**Rooms 192 & 193**

**Hamilton City Hall**

**71 Main Street West**

**Present:** Councillor Esther Pauls (Chair)  
Tracy MacKinnon – Westdale Village BIA and Stoney Creek BIA  
Emily Burton – Ottawa Street BIA  
Cristina Geissler – Concession Street BIA  
Lisa Anderson – Dundas BIA  
Kerry Jarvi – Downtown Hamilton BIA  
Adam Law – Main West Esplanade BIA

**Absent:** Anne Marie Bergen – King West BIA  
Rachel Braithwaite – Barton Village BIA  
Susie Braithwaite – International Village BIA  
Jennifer Mattern – Ancaster BIA  
Heidi VanderKwaak – Locke Street BIA  
Susan Pennie – Waterdown BIA

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### **THE BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE PRESENTS REPORT 19-011 AND RESPECTFULLY RECOMMENDS:**

- 1. Westdale Village Business Improvement Area Expenditure Request (Item 11.1)**
  - (a) That the expenditure request from the Westdale Village Business Improvement Area, in the amount of \$12,067.20 for Westdale LIVE!, Jazz WEST, OktoberWEST, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved; and,
  - (b) That the expenditure request from the Westdale Village Business Improvement Area, in the amount of \$18,255.16 for the costs of streetscapes, to be funded from the Shared Parking Revenue Program (Parking Revenue Account 815010-45559), be approved.



**FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 2)**

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

The agenda for the November 12, 2019 Business Improvement Area Advisory Committee meeting was approved, as presented.

**(b) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

**(i) October 8, 2019 (Item 4.1)**

The October 8, 2019 Minutes of the Business Improvement Area Advisory Committee were approved, as presented.

**(d) STAFF PRESENTATIONS (Item 9)**

**(i) 2019 Audit Process – Verbal Update (Item 9.1)**

Shelley Hesmer, Manager of Accounting Service and Isabela Herman, Intermediate Accounting Analyst addressed the Committee respecting an update on the 2019 Audit Process.

The staff update on the 2019 Audit Process, was received.

**(ii) Parking - Verbal Update (Item 9.2)**

Brian Hollingworth, Director of Transportation Planning and Parking, and Allister McIlveen, Manager of Parking Operations and Initiatives, addressed the Committee with a verbal update on parking, with the aid of a presentation.

The staff presentation respecting Parking, was received.

A copy of the presentation and video is available on the City's website at [www.hamilton.ca](http://www.hamilton.ca) or through the Office of the City Clerk.

**(e) MOTIONS (Item 11)**

**(i) Westdale Village Business Improvement Area Expenditure Request  
(Item 11.1)**

That item 11.1, a motion respecting the Westdale Village Business Improvement Area Expenditure Request, be moved up the agenda to be considered before the Discussion Items.

**CARRIED**

For disposition of this matter, refer to Item 1.

Quorum was lost at 8:58 a.m, and the following items were deferred to the December 10, 2019 meeting:

**(f) DISCUSSION ITEMS (Item 10)**

**(i) Shop Small Saturday Event (Item 10.1)**

**(ii) Small Business Week Events / Workshops (Item 10.2)**

**(g) GENERAL INFORMATION/OTHER BUSINESS (Item 13)**

**(i) Verbal Update from Julia Davis, Business Development and BIA  
Officer (Item 13.1)**

**(ii) Statements by Members (Item 13.2)**

**(h) ADJOURNMENT (Item 15)**

Due to loss of quorum, the meeting adjourned at 8:58 a.m.

Respectfully submitted,

Councillor Esther Pauls  
Chair Business Improvement Area  
Advisory Committee

Angela McRae  
Legislative Coordinator  
Office of the City Clerk



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

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Arts Advisory Commission 2020 Budget Submission (PED19231) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Ken Coit (905) 546-2424 Ext. 6281
<b>SUBMITTED BY:</b>	Carrie Brooks-Joiner Director, Tourism and Culture Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

That the Arts Advisory Commission 2020 base budget submission attached as Appendix "A" to Report PED19231, in the amount of \$9,000, be approved and referred to the 2020 budget process for consideration.

### EXECUTIVE SUMMARY

The 2020 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 2020, the AAC has requested a base budget of \$9,000. The 2019 base budget was \$9,000.

**Staffing:** N/A

**Legal:** N/A

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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 2020 Budget Submission (PED19231) (City Wide) - Page 2 of 3**

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**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 in response to the priorities developed through consultation with the arts community at the Big Picture 2017 Art Forum event.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

**RELEVANT CONSULTATION**

In preparation of Report PED19231, Tourism and Culture Division staff consulted with the Arts Advisory Commission, which approved the 2020 budget submission, attached as Appendix "A" to Report PED19231, at its September 24, 2019 meeting.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

In 2020 the Arts Advisory Commission (AAC) will be undertaking a number of outreach initiatives, related to communication, education and training, space for artists and diversity as identified during consultation with the arts community at the Big Picture 2017 Arts Forum. The arts community indicated that concerns around these issues should be further explored in order 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

**SUBJECT: Arts Advisory Commission 2020 Budget Submission (PED19231) (City Wide) - Page 3 of 3**

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**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.

**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” to Report PED19231 – 2020 Arts Advisory Commission Budget Submission

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# **CITY OF HAMILTON**

**2020**

**ADVISORY COMMITTEES**

**BUDGET SUBMISSION**

**ARTS ADVISORY COMMISSION**

## **PART A: General Information**

### **ADVISORY COMMITTEE MEMBERS:**

Annette Paiement-Chair	Steve Parton – Vice-Chair
Elizabeth Jayne Cardno	Janna Malseed
Monika Ciolek	Eileen Reilly
Lisa La Rocca	Ranil Sonnadara
Monolina Bhattacharyya-Ray	Councillor Jason Farr
Councillor John-Paul Danko	

### **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 2020 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
<b>SUB TOTAL</b>	<b>\$2300</b>

**SPECIAL EVENT/PROJECT COSTS:**

Arts community support and outreach events	\$6700
<b>SUB TOTAL</b>	<b>\$9000</b>

<b>TOTAL COSTS</b>	<b>\$9000</b>
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<b>Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)</b>	<b>\$0</b>
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<b>TOTAL 2020 BUDGET REQUEST (net of reserve funding)</b>	<b>\$9,000</b>
<b>PREVIOUS YEAR (2019) APPROVED BUDGET (2020 Request \$9,000)</b>	<b>\$9,000</b>

**CERTIFICATION:**

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

**Representative's Name:** Annette Paiement-Chair

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**Signature:**

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**Date:**

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

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	2020 Budget Submission – Advisory Committee for Persons with Disabilities (HUR19025) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Jessica Bowen (905) 546-2424 Ext. 5164
<b>SUBMITTED BY:</b>	Lora Fontana Executive Director Human Resources
<b>SIGNATURE:</b>	

## RECOMMENDATION

That the Advisory Committee for Persons with Disabilities (ACPD) 2020 base budget submission attached as Appendix A to Report HUR19025 in the amount of \$6100.00 be approved and forwarded to the 2020 budget process for consideration.

## EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Advisory Committee for Persons with Disabilities budget for 2020, in the amount of \$6100.00, is being submitted for approval.

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

## FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget request for 2020 for the Advisory Committee for Persons with Disabilities is the same as the budget requested and approved for 2019.

Staffing: N/A

Legal: N/A

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*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.*

**SUBJECT: 2020 Budget Submission Advisory Committee for Persons with Disabilities (HUR19025) (City Wide) - Page 2 of 3**

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## **HISTORICAL BACKGROUND**

At their November 12, 2019 meeting, the Advisory Committee for Persons with Disabilities gave consideration to their budget needs for 2020. Their budget submission is attached as Appendix A to Report HUR19025. The budget includes incidental costs to support the Committee as well as additional costs for specific events, programs and initiatives. The Advisory Committee for Persons with Disabilities is requesting the same budget they had in 2019 in the amount of \$ 6100.00.

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

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The Advisory Committee for Persons with Disabilities 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 Advisory Committee for Persons with Disabilities the chance to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The Advisory Committee for Persons with Disabilities has not yet determined all of their activities for 2020. Should additional funding be required in 2020 and be available in the Advisory Committee for Persons with Disabilities reserves, requests for reserve funding will be made at the appropriate time.

## **RELEVANT CONSULTATION**

The Advisory Committee for Persons with Disabilities discussed their 2020 budget needs at their November 12, 2019 committee meeting.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

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

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**SUBJECT: 2020 Budget Submission Advisory Committee for Persons with Disabilities (HUR19025) (City Wide) - Page 3 of 3**

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## **ALTERNATIVES FOR CONSIDERATION**

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

### **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 HUR19025 – Advisory Committee for Persons with Disabilities

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

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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**

**2020**

**ADVISORY COMMITTEES**

**BUDGET SUBMISSION**

**Advisory Committee For Persons With Disabilities (ACPD)**

**PART A: General Information**

**ADVISORY COMMITTEE MEMBERS:**

Shahan Aaron	Aznive Mallett
Patty Cameron	Tom Manzuk
Elizabeth (Jayne) Cardno	Corbin McBride
Michelle Dent	Mark McNeil
Lance Dingman	Tim Murphy
Anthony Frisina	Kim Nolan
Sophie Geffros	Tim Nolan
James Kemp	Alex Wilson
Paula Kilburn	

**MANDATE:**

The Advisory Committee for Persons with Disabilities recommends to the City of Hamilton policies, procedures and guidelines that address the needs and concerns of persons with disabilities.

**PART B: Strategic Planning**

**STRATEGIC OBJECTIVES:**

**Terms of Reference**

1. To advise Council annually about the preparation, implementation, and effectiveness of its accessibility plan required pursuant to the Ontarians with Disabilities Act, the Accessibility for Ontarians with Disabilities Act, and related regulations.
2. To provide advice and recommendations to City Council and staff with respect to the implementation of Provincial standards, and policies, procedures and guidelines that address the needs and concerns of persons with disabilities.
3. To ensure that the right of access for persons with disabilities to programs and services provided by the City is sustained, maintained, and/or improved in accordance with Provincial legislation, regulations and City standards.
4. To review and comment to Council and other levels of government on pertinent reports, proposed legislation and studies which affect all persons with disabilities, where appropriate.
5. To provide a forum where persons with disabilities and service representatives can express their concerns, share information and recommend improvements to the existing level of City services for persons with disabilities.
6. To educate and increase awareness of the City on issues which affect people with disabilities.
7. To support the work of the committee through sub-committees and working groups, as required, and specifically related to the Provincial standards, including Customer Service, Transportation, Employment, Built Environment, and Information and Communications.
8. To maintain knowledge of the work of the committee through attendance at meetings and review of agendas and supporting materials.
9. To regularly review the progress and measure the success of the committee and its activities.

**ALIGNMENT WITH CORPORATE GOALS:**

Please check off which Council approved Strategic Commitments your Advisory Committee supports

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

**PART C: Budget Request**

**INCIDENTAL COSTS:**

Monthly Meetings Expenses (photocopying, refreshments, advertising, postage, etc.)	\$300.00
Administrative Assistance (note-taking) for special meetings such as Roundtable.	
Refreshments: <ul style="list-style-type: none"> <li>• Advisory Committee for People with Disabilities \$1500.00</li> <li>• Built Environment Working Group \$750.00</li> <li>• Transportation Working Group \$850.00</li> <li>• Housing Working Group \$600.00</li> <li>• Outreach Working Group \$600.00</li> <li>• Wheelchair and Scooter Safety Committee</li> <li>• Disability Justice and Climate Crisis Working Group</li> <li>• Community Safety Working Group</li> </ul>	\$4300.00
<b>SUB TOTAL</b>	<b>\$4,600.00</b>

**SPECIAL EVENT/PROJECT COSTS:**

Conferences and related travel expenses	\$1500.00
<b>SUB TOTAL</b>	<b>\$1500.00</b>

<b>TOTAL COSTS</b>	<b>\$ 6100.00</b>
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$ N/A
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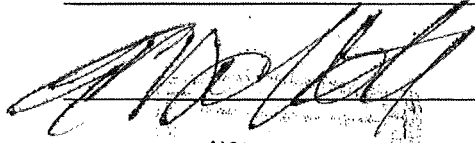
<b>TOTAL 2020 BUDGET REQUEST (net of reserve funding)</b>	<b>\$ 6100.00</b>
<b>PREVIOUS YEAR (2019) APPROVED BUDGET (2019 Request \$ 6100.00)</b>	<b>\$ 6100.00</b>



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: **Aznive Mallett**

Signature:



Date:

NOV 14 2019

Telephone # :

905-973-2616



Hamilton

**ADVISORY COMMITTEE FOR PERSONS WITH  
DISABILITIES**

**Report 19-010**

**4:00 p.m.**

**Tuesday, November 12, 2019**

**Rooms 192 and 193, City Hall**

**71 Main Street West**

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**Present:** A. Mallet (Chair), J. Cardno (Vice-Chair), S. Aaron, P. Cameron, M. Dent, L. Dingman, S. Geffros, J. Kemp, P. Kilburn, C. McBride, M. McNeil, and A. Wilson

**Absent**

**with regrets:** A. Frisina, T. Manzuk, T. Murphy, K. Nolan, and T. Nolan

**Also Present:** J. Bowen, Supervisor, Diversity and Inclusion

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**THE ADVISORY COMMITTEE FOR PERSONS WITH  
DISABILITIES PRESENTS REPORT 19-010 AND  
RESPECTFULLY RECOMMENDS:**

**1. Passing of John Hawker**

WHEREAS, John Hawker was a passionate member of the Advisory Committee for Persons with Disabilities;

WHEREAS, John Hawker passed away on November 9, 2019;

WHEREAS, the Hamilton Conservation Foundation's Tribute Tree Program provides an opportunity to commemorate the life of one who has passed away with a donation of \$125 to the Foundation's Tribute Trees;

WHEREAS, a donation to the Foundation's Tribute Trees is directed to their Planting Fund, which is used to plant native trees and shrubs in the Hamilton Watershed; and,

WHEREAS, the name of the individual being honoured with a donation to the Foundation's Tribute Trees will be recognized on signage in the Beckett Forest in the Dundas Valley Conservation Area;

THEREFORE, BE IT RESOLVED:

(a) That a sympathy card be sent to the late John Hawker's family and that a donation be made to the Hamilton Conservation Foundation's Tribute Tree Program, to be funded from the Advisory Committee for Persons with Disabilities reserve budget, to an upset limit of \$150.

**2. Advisory Committee for Persons with Disabilities Chair's Meeting with Mayor, Chief of Police, and City Manager (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 13.7)**

That the Chair and Vice-Chair of the Advisory Committee for Persons with Disabilities request a meeting with the Mayor, Chief of Police, and the City Manager to discuss various concerns related to the Committee.

**3. Hamilton Strategic Road Safety Committee (Added Item 13.8)**

That the Chair of the Advisory Committee for Persons with Disabilities be authorized to attend one meeting of the Hamilton Strategic Road Safety Committee at the request of City staff.

**4. Advisory Committee for Persons with Disabilities 2019 Holiday Dinner (Added Item 13.9)**

- (a) That the Advisory Committee for Persons with Disabilities host a full Holiday dinner following the December 10, 2019 meeting; and,
- (b) That Advisory Committee for Persons with Disabilities Members be allowed to invite 10 City staff members and 1 guest each (for a total of 44 attendees: 17 Committee members, 17 guests, and 10 City staff) to attend the Advisory Committee for Persons with Disabilities Holiday dinner, to be funded from the Advisory Committee for Persons with Disabilities 2019 approved budget for refreshments.

**FOR INFORMATION:**

**(a) CEREMONIAL ACTIVITIES (Item 1)**

**(i) Passing of John Hawker**

The Committee observed a moment of silence for the late John Hawker.

For further disposition of this matter, see Item 1.

**(b) CHANGES TO THE AGENDA (Item 2)**

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

Items 7.8, 9.1, and 10.1 were moved up on the agenda to be considered immediately following Item 4.2:

**7. CONSENT ITEMS (Item 7)**

7.8 Accessible Taxi Cab Incentive Program  
Update (no copy)

**9. STAFF PRESENTATIONS (Item 9)**

9.1 Hamilton's Age Friendly Plan 2020-2025  
Consultation

**10. DISCUSSION ITEMS (Item 10)**

10.1 2020 Budget Submission for the Advisory  
Committee for Persons with Disabilities

**13. GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

13.8 Hamilton Strategic Road Safety Committee

13.9 Advisory Committee for Persons with Disabilities  
2019 Holiday Dinner

The agenda for the November 12, 2019 meeting of the Advisory Committee for Persons with Disabilities was approved, as amended.

**(c) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(d) APPROVAL OF MINUTES (Item 4)**

**(i) September 10, 2019 (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 4.1)**

(a) The minutes of the September 10, 2019 meeting of the Advisory Committee for Persons with Disabilities, were ***amended***, as follows:

(i) That recommendation (a) of Item 3 and Item (f) (i) be corrected to reflect the appropriate budget year, as follows:

(1) That the following Members of the Advisory Committee for Persons with Disabilities be approved to travel to neighbouring municipalities to investigate and compare Light Rail Transit (LRT) systems, with the transportation costs to be funded from the Advisory Committee for Persons with Disabilities ~~2018~~ **2019** approved budget for conferences and related travel expenses, to an upset limit of \$1,000;

The minutes of the September 10, 2019 meeting of the Advisory Committee for Persons with Disabilities, were approved, as amended.

**(ii) October 8, 2019 (Item 4.2)**

The minutes of the October 8, 2019 meeting of the Advisory Committee for Persons with Disabilities, were received, as presented.

WHEREAS, quorum was not achieved at the October 8, 2019 meeting of the Advisory Committee for Persons with Disabilities; and,

WHEREAS, those in attendance agreed to hear the delegations and staff presentation, with no decisions being made;

THEREFORE, BE IT RESOLVED:

- (a) That the following delegations and staff presentation heard on October 8, 2019, be received:
  - (i) Tiffany Kummer, Complex Regional Pain Syndrome (CRPS) / Reflex Sympathetic Dystrophy (RSD) Foundation, respecting Various Accessibility Concerns related to Bus Stops, Roads, Sidewalks, Parks, Schools, and Food Banks;
  - (ii) Leanne Mione, Contact Hamilton for Children and Developmental Services, respecting Housing and Transitions for People with Developmental Disabilities; and,
  - (iii) Sonia Mrva, Senior Curator of the Hamilton Civic Museums, respecting the Reimagine Our Museums Process and the Hamilton

Civic Museum Strategy.

**(e) CONSENT ITEMS (Item 7)**

**(i) Accessible Taxi Cab Incentive Program Update  
(Item 7.8)**

Ken Leendertse, Director, Licensing & By-law Services, and Monica Ciriello, Manager of Licensing, updated the Committee respecting the Accessible Taxi Cab Incentive Program.

The verbal update, respecting the Accessible Taxi Cab Incentive Program, was received.

**(f) STAFF PRESENTATIONS (Item 9)**

**(i) Hamilton's Age Friendly Plan 2020-2025  
Consultation (Item 9.1)**

Lisa Maychak, Project Manager, Age Friendly Hamilton, and Elizabeth Conti, Public Health Nurse, consulted the Committee respecting Hamilton's Age Friendly Plan 2020-2025, with the aid of a presentation.

The presentation, respecting Hamilton's Age Friendly Plan 2020-2025, was received.

A copy of the presentation is available on the City's website at [www.hamilton.ca](http://www.hamilton.ca) or through the Office of the City Clerk.



**(g) DISCUSSION ITEMS (Item 10)**

- (i) 2020 Budget Submission for the Advisory Committee for Persons with Disabilities (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 10.1)**

The Advisory Committee for Persons with Disabilities 2020 base budget submission, in the amount of \$6,100, was approved and referred to the 2020 budget process for consideration.

**(h) COMMUNICATIONS (Item 5)**

- (i) Correspondence from Martin Brousseau respecting Accessible Pedestrian Signals in Quebec City (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 5.1)**

The correspondence from Martin Brousseau respecting Accessible Pedestrian Signals in Quebec City, was received.

- (ii) Correspondence from Edward Soldo, Transportation Operations & Maintenance Division, respecting Follow-Up to the Committee's Feedback on the Accessible Pedestrian Signals Video (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 5.2)**

The correspondence from Edward Soldo, Transportation Operations & Maintenance Division, respecting Follow-Up to the Committee's Feedback on the Accessible Pedestrian Signals Video, was received.

P. Kilburn wished to be recorded as opposed.

**(i) DELEGATION REQUESTS (Item 6)**

**(i) Denise Sterling, Service Canada, respecting the Canada Pension Plan Disability (CPP-D) Benefit Toolkit (for a future meeting) (Item 6.1)**

The delegation request, submitted by Denise Sterling, Service Canada, respecting the Canada Pension Plan Disability (CPP-D) Benefit Toolkit, was approved for a future meeting.

**(j) CONSENT ITEMS (Item 7) (CONTINUED)**

**(i) Built Environment Working Group Update (Item 7.1)**

No update.

**(ii) Housing Issues Working Group Update (Item 7.2)**

No update.

**(iii) Outreach Working Group Update (Item 7.3)**

No update.

**(iv) Transportation Working Group Update (Item 7.4)**

The Transportation Working Group Meeting Notes of September 24, 2019 (Item 7.4(a)), were received.

**(v) Wheelchair and Scooter Safety Working Group Update (Item 7.5)**

No update.

**(vi) Disability Justice and Climate Crisis Working Group Update (Item 7.6)**

A. Wilson indicated that the Disability Justice and Climate Crisis Working Group has met and discussed the Working Group's scope and workplan.

The verbal update from A. Wilson, respecting the Disability Justice and Climate Crisis Working Group, was received.

**(vii) Community Safety Working Group Update (Item 7.7)**

A. Wilson indicated that the Community Safety Working Group has met and discussed the Working Group's scope and workplan. A written update has been prepared and will be shared with Advisory Committee for Persons with Disabilities at the December 10, 2019 meeting.

The verbal update from A. Wilson, respecting the Community Safety Working Group, was received.

**(k) DISCUSSION ITEMS (Item 10) (CONTINUED)**

- (a) That the following discussion items be deferred to the December 10, 2019 Advisory Committee for Persons with Disabilities meeting due to time constraints:

- (i) Advisory Committee for Persons with Disabilities Working Group Review (Item 10.2)
- (ii) Advisory Committee for Persons with Disabilities Working Group Accommodation (Item 10.3)
- (b) That the following discussion item be deferred to the January 14, 2020 Advisory Committee for Persons with Disabilities meeting due to time constraints:
  - (i) Advisory Committee for Persons with Disabilities Terms of Reference Review (Item 10.4)

**(I) GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

**(i) Accessibility Complaints to the City of Hamilton (Item 13.1)**

J. Bowen, Supervisor, Diversity and Inclusion, noted that the City has received numerous accessibility concerns related to snow clearing following the major snow fall on November 11, 2019.

The verbal update from J. Bowen, respecting Accessibility Complaints to the City of Hamilton, was received.

**(ii) *Accessibility for Ontarians with Disabilities Act, 2005 (AODA) Update (Item 13.2)***

J. Bowen, Supervisor, Diversity and Inclusion, advised that Ontario's Information and Communication Standards Development Committee invited feedback from the public on the Information and Communication Accessibility Standard under the AODA.

The verbal update from J. Bowen, respecting the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), was received.

**(iii) Presenters List for the Advisory Committee for Persons with Disabilities (Item 13.3)**

The following is a listing of invited presenters for future Advisory Committee for Persons with Disabilities meetings:

- A representative of Community Living Hamilton
- A representative of Community Para-Med
- A representative of LHIN Home and Community Care (formerly Community Care Access Centre Hamilton)
- Sarah Jama, Hamilton Centre for Civic Inclusion
- Director of Housing Services
- Emergency Management Staff
- Donna Skelly, MPP Flamborough-Glanbrook

**(iv) Innovative Accessibility Projects Showcase Webinar Review (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 13.4)**

S. Aaron and the late J. Hawker attended an Innovative Accessibility Projects Showcase Webinar on September 25, 2019, which was organized by the Ministry for Seniors and Accessibility.

The correspondence from the Ministry for Seniors and Accessibility respecting the Innovative Accessibility Projects Showcase Webinar, was received.

**(v) General Meeting Procedures Update (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 13.5)**

A. Mallet noted that she met with A. Davenport, Legislative Coordinator, J. Bowen, Supervisor, Diversity and Inclusion, and Janet Pilon, Deputy Clerk, on September 18, 2019 to discuss the Committee's concerns respecting recent changes to Advisory Committee for Persons with Disabilities meeting procedures.

Topics of discussion included, but were not limited to, the following:

- Term of the Committee Chair;
- Council Representative; and,
- Procedure for requesting to speak at Committee and Working Group meetings.

The verbal update from A. Mallett, respecting General Meeting Procedures, was received.

**(vi) Review of Advisory Committee for Persons with Disabilities Outstanding Business List (Deferred from the October 8, 2019 meeting, as quorum was not achieved) (Item 13.6)**

Review of Advisory Committee for Persons with Disabilities Outstanding Business List was deferred to the January 14, 2020 Advisory Committee for Persons with Disabilities meeting due to time constraints.

**(m) ADJOURNMENT (Item 15)**

There being no further business, the Advisory Committee for Persons with Disabilities was adjourned at 6:38 p.m.

Respectfully submitted,

A. Mallet, Chair  
Advisory Committee for  
Persons with Disabilities

Alicia Davenport  
Legislative Coordinator  
Office of the City Clerk



**CITY OF HAMILTON**  
**HEALTHY & SAFE COMMUNITIES DEPARTMENT**  
**Children's Services & Neighbourhood Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Community Benefits Protocol Advisory Committee (HSC19066) (City Wide) <b>(Outstanding Business List Item)</b>
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Al Fletcher (905) 546-2424 Ext. 4711
<b>SUBMITTED BY:</b>	Paul Johnson General Manager Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### RECOMMENDATION(S)

- (a) That the Community Benefits Protocol Advisory Committee Terms of Reference attached as Appendix "A" to Report HSC19066 be approved; and,
- (b) That the Outstanding Business List Item identified as Community Benefits Protocol Advisory Committee – Terms of Reference be considered complete and removed from the Outstanding Business List.

### EXECUTIVE SUMMARY

On June 27, 2018, Council approved a motion to establish a Community Benefits Protocol Advisory Committee. The focus of this Committee as outlined in the Terms of Reference is the development of a community benefits protocol for the City to utilize when reviewing development proposals. Beyond the protocol, it is recommended that the Community Benefits Protocol Advisory Committee be a venue for staff and the public to bring matters related to Community Benefits for discussion.

### Alternatives for Consideration – Not Applicable

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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: Community Benefits Protocol Advisory Committee (HSC19066) (City Wide) - Page 2 of 3**

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**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: N/A

**HISTORICAL BACKGROUND**

On June 27, 2018, Council approved the motion on the Establishment of a Community Benefits Protocol Advisory Committee. Staff were directed to draft a Terms of Reference for the committee and to report back to the General Issues Committee.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

**RELEVANT CONSULTATION**

On October 1, 2019, the Ward 3 Councillor and staff met with the Hamilton Community Benefits Network (HCBN) to discuss the approved motion on community benefits. The HCBN is supportive of the Terms of Reference.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

The Hamilton Community Benefits Network (HCBN) was initially created as a community-based organization to support a Community Benefits related to the Light Rail Transit (LRT) agreements with “ProjectCo”. Beyond the LRT, the HCBN provides an opportunity to collaborate with and inform the City of Hamilton on where a community benefits discussion can both benefit the community and the City of Hamilton.

The approved motion responded to the presentation from HCBN related to collaborating to develop a protocol for the City on the thresholds whereby discussions on community benefit should be discussed at the outset of a new development.

The focus of the Community Benefits Protocol Advisory Committee is the development of a community benefits protocol for the City to utilize when reviewing development proposals.

**ALTERNATIVES FOR CONSIDERATION**

None

**SUBJECT: Community Benefits Protocol Advisory Committee (HSC19066) (City Wide) - Page 3 of 3**

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**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.

**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.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” – Community Benefits Protocol Advisory Committee Terms of Reference

## **Community Benefits Protocol Advisory Committee**

### **Terms of Reference**

#### **Purpose**

The Community Benefits Protocol Advisory Committee is created with the purpose to:

- Develop a protocol for the use and prioritization of Community Benefits Agreements in the City of Hamilton.
- Consider opportunities to include Social Procurement within publicly funded tenders.
- Create a venue to inform, connect and encouraged Community Benefits Agreements within the City.

A Community Benefits Agreement (CBA) is founded on a shared, legally binding commitment between government, the contracting firm and community to build and complete public infrastructure projects through an effective, efficient, transparent, fair and inclusive process that supports good jobs and prevailing industry standards. (Source: Hamilton Community Benefits Network)

The use of CBAs is in alignment with the Corporate Strategic Plan as it relates to:

- Community Engagement & Participation
- Economic Prosperity and Growth
- Healthy and Safe Communities
- Clean and Green

#### **Membership**

As an Advisory Committee of Council, the Committee shall be made up of the following:

- 2 City Councillors who represent the voting members of the Advisory Committee
- 2 non-voting members from the Hamilton Community Benefits Network

Staff shall attend the Community Benefits Advisory Committee as required. The Advisory Committee shall be supported by management level staff from the following:

- Healthy and Safe Communities Department, Children’s Services and Neighbourhood Development Division
- Planning and Economic Development Department
- Corporate Services Department, Financial Services and Taxation Division, Procurement Section
- Corporate Services Department, Financial Planning and Policy Division

**Appendix "A" to Report HSC19066  
Page 2 of 2**

**Accountability**

The Community Benefits Advisory Committee shall report through the General Issues Committee to City Council.

**Meetings**

Meetings shall be held on a monthly basis, or at the call of the Chair.



# INFORMATION REPORT

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Stormwater Rate Program (PW19109) (City Wide) <b>(Outstanding Business List Item)</b>
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Hector Quintero (905) 546-2424 Ext. 4315
<b>SUBMITTED BY:</b>	Andrew Grice Director, Hamilton Water Public Works Department
<b>SIGNATURE:</b>	

## COUNCIL DIRECTION

On July 8, 2019 the General Issues Committee directed staff to “review a Stormwater Rate Program for the City of Hamilton and report back on the feasibility and financial implications of a framework and options for implementation”. The Committee also directed staff to report back “on what the City is requiring now and to bring forward other options or incentives that can be advanced that will reduce stormwater flows”.

## INFORMATION

Stormwater management is a core business provided by the City of Hamilton (City) to manage water that is routed into drainage systems and discharges to natural areas such as creeks, lakes and wetlands. The absence of a functional stormwater management system will lead to stream erosion, water quality concerns, flooding impacts to public and private property and the disruption of aquatic habitat. Stormwater management is a shared responsibility between the City and private landowners.

### Historical Council Directives

Since 2009 there have been a number of discussions focused on the sustainability of the stormwater program. In 2009, an initial feasibility study to evaluate an alternative

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**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 2 of 8**

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stormwater funding program was approved by Council and direction was provided to proceed with public consultation.

In October 2010 Council approved the creation of the Stormwater Rate Sub-Review Committee that was composed of four members of council and representation from various land owner groups and citizens-at-large. However, in 2011 the Stormwater Rate Sub-Review Committee was dissolved as concerns were raised about the potential burden to various customer classes across the City.

In October 2015 a staff report focused on developing a stormwater rate program that provided transparency and equity amongst all contributing properties was presented to Council. The proposed strategy relied on a consulting assignment and Council was not supportive of the significant expenditure. Since then, several municipalities have implemented stormwater rate models and leveraging their work an internal review can be completed with existing resources.

#### Municipal Scan – Ontario Stormwater Rate Programs

Hamilton is not alone in this sustainability and climate adaptation challenge. Over the past decade, a growing number of municipalities have shifted to a more equitable and robust stormwater structure to allow for better management of funding associated with maintenance and system enhancement. Staff completed a detailed review of existing stormwater rate models and a summary is presented below. There is no single funding mechanism that is a “best-fit” in every jurisdiction but many municipalities have implemented a financial strategy to shift funding from property tax to a dedicated rate-based structure.

#### City of Ottawa

Stormwater fees are based on property type, urban / rural service area and whether or not the property is connected to the sewer system. Stormwater fees are charged to all properties recognizing that everyone benefits from stormwater services. The Industrial, Commercial and Institutional (ICI) stormwater rate is calculated based on property assessment value as this is considered a reasonable proxy for property size. The program also provides a 30% discount for ICI properties that are not connected to the City wastewater system. Residential properties pay an annual fixed rate (\$32 to \$130) that recognizes the differences in urban and rural settings. The Ottawa stormwater rate structure displays fairness and flexibility to reflect the many different types of properties within the City.

**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 3 of 8**

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## City of Mississauga

The stormwater rate was introduced in 2016 and is calculated for each individual property utilizing a base fee (\$106.10 in 2019) and site-specific billing units. A single billing unit of 267 m<sup>2</sup> represents the average hard surface area on a single detached residential property in Mississauga. The rate is subject to approval by Council and is reviewed each year as part of the City's annual business planning and budget process.

Properties in Mississauga fall into one of the following categories: residential, multi-residential or non-residential. For multi-residential and non-residential properties, the total hard surface area of each property is assessed. For residential properties, each house is assigned to one of five tiers based on the rooftop area which is used as a predictor of the total hard surface area on the property. For a residential property the annual stormwater rate charge ranges from approximately \$50 to \$180.

## City of Guelph

The City of Guelph implemented a stormwater charge in 2017. The rate structure utilizes an Equivalent Residential Unit (ERU) of 188 m<sup>2</sup> representing the average area of hard surface on a residential property. All residential properties are assessed as 1 ERU with an associated 2019 stormwater rate of \$5.20 per month. For multi-residential and ICI properties the fees are adjusted to reflect the number of ERU's for the individual property.

## Town of Newmarket

The Town of Newmarket implemented a stormwater charge in 2017. Prior to implementation, stormwater was funded by property taxes and water / wastewater charges. The stormwater charge is calculated by multiplying the size of the property by a set runoff level rate. Properties categorized as low runoff (natural areas, vacant properties, golf courses, etc.) contribute \$0.016698 per m<sup>2</sup>, medium runoff (residential and institutional properties) contribute \$0.081633 per m<sup>2</sup>, and high runoff (commercial, industrial and mixed-use buildings) contribute \$0.163325 per m<sup>2</sup>.

## City of London

The City of London's stormwater rate was introduced in 1996 and is based on property size and land use type. Properties 0.4 hectare or less are charged \$195.60 per year, residential land no larger than 0.4 hectare without storm servicing (but within 90m of service area) are charged \$147 per year. Properties above 0.4 hectares are assessed on an individual basis with the current monthly stormwater rate set at \$135.71 per hectare.

**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 4 of 8**

## City of Kitchener

The City of Kitchener transferred stormwater management funding from property tax to a rate-based system in 2011. The Kitchener program utilizes a tiered flat fee based on property size and the impervious area of the property. Kitchener established the average impervious areas for small, medium and large residential properties and developed a stormwater rate for each size. Properties with greater than 344 m<sup>2</sup> of impervious area are considered non-residential and the associated stormwater charge is contingent upon the area of impervious surfaces. Stormwater fees are charged to urban and rural properties recognizing that everyone benefits from stormwater services. Estimated fees per year for residential properties range between \$105.84 to \$353.52 per year. Estimated fees per year for ICI properties range between \$337.92 to \$35,960.40 per year.

## Existing City of Hamilton Stormwater Funding Strategy

Hamilton's stormwater program is currently funded through the Wastewater rates and to a much lesser extent by property taxes.

The 2019 Approved Wastewater Budget (stormwater sub-component only) reflects a total net budget of \$26.2M. The operating component of the 2019 rate budget represents \$12M (\$4.8M expenditures and \$7.2M net capital financing costs) while the capital component of the 2019 rate budget reflects planned expenditures of \$10M for capital rehabilitation and system enhancements. Additionally, there continues to be a portion of the stormwater program funded by property taxes and the 2019 Tax Supported Budget reflects approximately \$4.2 million to support stormwater services.

The estimated replacement value of the City's stormwater assets is \$1.5B and the inventory continues to grow in response to the development of the City as shown in Table 1.

Stormwater Asset Component	2005 Inventory	2009 Inventory	2016 Inventory	2019 Inventory
Storm Sewers	965 km	1,010 km	1,149 km	1,216 km
Manholes	13,779	14,105	19,551	~21,000
Storm Pumping Stations	-	-	-	2
Watercourses	-	-	-	191 km
Major Swales	15 km	-	190 km	-
Ditches	20 km	-	2,164 km	-
Municipal Drains	-	-	-	57 km
Assumed Storm Ponds	50	76	119	120
Un-assumed Storm Ponds	-	N/A	36	39
Engineered Wetlands	-	-	-	7
Low Impact Development	-	-	-	4

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**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 5 of 8**

Features within ROW				
Inlet/Outlet Structures	1,000	845	977	~1,000

## Existing Funding Structure Evaluation and Areas for Improvement

Fairness and Equity – The City’s current stormwater funding structure is a combination of Wastewater rates, development charges, direct developer contributions and property taxes. Most of the funding comes from the rate revenues which are based on the metered drinking water consumption of those connected users. Approximately 3,300 accounts within the City, such as parking lots, do not have a wastewater connection and therefore do not contribute to the stormwater program through their rates. Furthermore, there are properties such as large commercial plazas where the volume of water consumption is not proportional to the stormwater services they receive.

Financial Sustainability – As overall drinking water consumption has steadily declined over the past decade; wastewater and stormwater services are competing for limited funds. The frequency and duration of storms has increased in recent years and the pressures generated by drinking water conservation have resulted in additional financial pressures that cannot match program needs.

## City of Hamilton Potential Stormwater Rate Model

A sustainable stormwater program should address the following components:

- Flooding and Erosion
- Regulatory Requirements
- Asset life cycle costs (planning, construction, operations, etc)
- Water Quality
- Climate Change Adaptation
- Public Education and Enforcement
- Administration and Financial Management

To develop the potential stormwater rate framework the following guiding principles were utilized:

- Residential stormwater fee must reflect an equitable distribution that considers the average level of stormwater service provided
- Multi-residential / Industrial / Commercial / Institutional stormwater fees should reflect site specific stormwater contribution that is calculated utilizing land use, property size and estimated impervious area
- Stormwater rate should be a reallocation of the existing Wastewater rate and reflect net zero increases where applicable
- Simplify policy and billing mechanisms

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**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 6 of 8**

The volume of stormwater runoff produced is directly proportional to the amount of impervious area. This concept is often referred to as the run-off coefficient, which reflects the permeability of a property's surface area. Impervious area includes hard surfaces that block the infiltration of rainwater into the ground. Examples include rooftops, driveways, parking areas, patios, and garages. The amount of impervious area on a property has a direct correlation to its contribution of runoff volume and pollutant loading into the stormwater management system and is used as the basis of cost allocation for the stormwater fixed rate charge. Runoff from pervious and impervious surfaces must also be managed by the City's stormwater management system.

As a first step, the distribution of properties within rural and urban boundaries based on land use / size was calculated. Utilizing this information, the estimated impervious area coverage per land use type was calculated using run-off coefficients found within City of Hamilton's Comprehensive Development Guidelines. Additional consideration was given to rural properties recognizing the differences in development practices. Statistical analysis based on land size was used to separate the ICI properties into smaller groupings. Table 1 contains the distribution of impervious areas within the City by land type.

Table 1 – Impervious Area Distribution

Property Type	Percentage
Parking Lots	1%
Commercial Large (11%) Medium (1%) Small (<1%)	12%
Industrial Large (22%) Medium (4%) Small (1%)	27%
Institutional Large (8%) Medium (2%) Small (<1%)	10%
Residential – Town / Row	6%
Residential – Apartment Building	2%
Residential – Detached / Semi / Mobile	43%
Agricultural	1%

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**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 7 of 8**

Utilizing a distributive approach based on impervious area ensures a consistent and equitable approach for all property classification while minimizing the administrative burden to run the program. Simply put, properties that have more impervious area put a larger demand on the stormwater system compared to naturalized space and the stormwater rate fee acknowledges this.

In addition, it is understood that different areas of the City (urban, rural, and settlement) receive different levels of stormwater service. In order to recognize the differences in service levels within the community, the developed model considers that rural settlement properties receive a 20% discount on fixed rate charge and rural properties receive a 40% discount on the fixed rate charge.

The potential stormwater rate framework was simulated against the 2019 approved Wastewater Budget (stormwater sub-component only) to understand the financial implications to several property types and service levels within the City. The results of the exercise are highlighted in Table 2.

Table 2 – Potential Stormwater Rate Structure Utilizing 2019 Approved Stormwater Budget

		20% Discount	40% Discount
<b>MONTHLY CHARGE</b>	Urban	Rural Settlement	Rural
Parking Lot	\$60.00	\$48.00	\$36.00
Commercial Large (> 0.22ha)	\$200.00	\$160.00	\$120.00
Commercial Medium	\$20.00	\$16.00	\$12.00
Commercial Small (< 0.03ha)	\$10.00	\$8.00	\$6.00
Industrial Large (> 1.56ha)	\$1400.00	\$1120.00	\$840.00
Industrial Medium	\$150.00	\$120.00	\$90.00
Industrial Small (< 0.25ha)	\$50.00	\$40.00	\$30.00
Institutional Large (> 1.12ha)	\$430.00	\$344.00	\$258.00
Institutional Medium	\$50.00	\$40.00	\$30.00
Institutional Small (< 0.06ha)	\$20.00	\$16.00	\$12.00
Residential - Town / Row	\$5.00	\$4.00	\$3.00
Residential – Apt Building	\$60.00	\$48.00	\$36.00
Residential Detach / Semi / Multiplex / Mobile	\$7.50	\$6.00	\$4.50
Agricultural Lands	\$1.25	\$1.00	\$0.75

### Stormwater Rate Incentives

Incentive programs associated with a stormwater rate have been implemented by some Ontario municipalities. The basic principle is that incentives should be given for approved private investments or actions that reduce public costs and the burden on the stormwater system. Depending on the type of detention, retention or direct discharge

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**SUBJECT: Stormwater Rate Program (PW19109) (City Wide) - Page 8 of 8**

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structure, the contribution to the municipal stormwater system may be reduced or eliminated.

Stormwater incentives and development guidelines will be explored in greater detail during the next stage of the process.

**APPENDICES AND SCHEDULES ATTACHED**

N/A



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

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	2020 Tax Supported User Fees (FCS19092) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Andreia Bevilacqua (905) 546-2424 Ext. 4190
<b>SUBMITTED BY:</b>	Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the 2020 User Fees contained in Appendix “A” to Report FCS19092, “2020 Tax Supported User Fees”, be approved and implemented;
- (b) That the City Solicitor be authorized and directed to prepare all necessary by-laws, for Council approval, for the purposes of establishing the user fees contained within Report FCS19092.

### EXECUTIVE SUMMARY

Similar to prior years, the 2020 Tax Supported User Fees are being considered in advance of the main budget deliberations. This allows for a more predictable revenue flow for programs and better communications to program users (customers). For the most part, the enclosed proposed user fees will be effective January 1, 2020. Some fees, however, (e.g., Transit, Recreation rental fees, Macassa day program fee), are effective sometime later in 2020.

Appendix “A” to Report FCS19092 identifies most of the City’s tax supported user fees (including proposed new fees) with the following exceptions:

**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 2 of 9**

- Building Permit Fees: going forward with a separate report to the Planning Committee meeting in December 2019
- Planning and Growth Management Fees: already have approval through By-law 19-108 “Tariff of Fees” to increase annually by inflation;
- Hamilton Farmers’ Market Fees: to be approved by the Board in Q4 2019.

At the end of the budget process, all approved fees, whether through Report FCS19092 or separate reports, will be consolidated into one 2020 user fee by-law.

At the General Issues Committee (GIC) meeting of July 8, 2019 (Item 4(a) and (b) to Report 19-013), staff received the following direction:

- (a) That staff be directed to report back on a list of user fees that can be increased towards full cost recovery, or user fee waivers (including marginal cost facility leases) that can be reduced or eliminated over a one to three-year phase in period;
- (b) That for all other user fees, the fee be increased by a rate of 3.0% and that any user fee increases below the guideline be forwarded for consideration with appropriate explanation

As identified in Appendix “A” to Report FCS19092, most user fees are generally increasing by the 3.0% internal guideline or moving to full cost recovery. There are, however, some exceptions which include:

- Provincially mandated fees.
- Certain user fees are being recommended to remain unchanged, due to a pending review or market / cost analysis indicating that the current fee is appropriate and an increase is not warranted.
- In some circumstances, it is desirable to round the total fee (including tax) to provide for added customer convenience and more efficient cash handling procedures. In these circumstances, depending on the rounding, increases to some user fees may be slightly higher or lower than the Council approved guideline.

User fee increases which deviate from this guideline have a corresponding explanation under “Basis for Fee Increase” in Appendix “A” to Report FCS19092. Report FCS19092 also identifies any new fees which are being proposed. Details on these new fees are included in the “Analysis / Rationale for Recommendation” section of Report FCS19092.

With respect to Council’s direction to report back on a list of user fees that can be increased towards full cost recovery, staff will be identifying appropriate user fee options during the 2020 budget process. However, included within Report FCS19092 are a number of fees that have been identified as being fully recovered. Appendix “A” to Report FCS19092 identifies these fees in the comment section.

**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 3 of 9**

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**Alternatives for Consideration – Not Applicable****FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: Approval of the user fees is an integral part of the annual budget process. Revenue estimates for the 2020 budget are based on the fees contained within Report FCS19092. This represents approximately \$3.3 M in additional revenues when compared to 2019.

Staffing: N/A

Legal: N/A

**HISTORICAL BACKGROUND**

Each year, the City sets its user fees at the start of the budget process. For the most part, these user fees have been effective January 1. Some fees, however, (e.g., Transit, Recreation rental fees, Macassa day program fee) are effective later in 2020. The annual user fee by-law is then passed by Council at the completion of the budget process.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

**RELEVANT CONSULTATION**

The user fees contained in Appendix “A” to Report FCS19092 were submitted by the program departments.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

As identified, Appendix “A” to Report FCS19092 provides a listing of the majority of the City’s tax supported user fees. Due to timing of Report FCS19092, some user fees go forward with a separate report to their respective committees. User fees within each department are increasing by Council’s approved guideline, with some deviation as a result of rounding and the below exceptions.

**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 4 of 9****Planning and Economic Development**

(Pages 1 - 32 of Appendix “A” to Report FCS19092)

## Provincially Mandated

- Certain Parking Fees are either set by the Province or have been set as per registered agreements, including some which are proposed to remain unchanged (page 16).
- Tourism Fees (page 14):
  - Oriented Directional Signs (TODS) and signs under the LOGO sign program are proposed to remain unchanged, as these fees are provincially mandated.
- Lottery License Fees (with the exception of the application fee) are proposed to remain unchanged, either because they are set by the Province or the current fee is at the maximum allowable as per Provincial guidelines (page 26).

## Market Based

- Animal Services (pages 27 - 32):
  - Several Animal Services fees are proposed to increase by 10% to bring fees up to market value: Impound fees for dangerous or potentially dangerous dogs (standard, senior and disabled rates) and livestock (small and large); Quarantine per day fees for dogs, dangerous or potentially dangerous dogs and cats; Hearing fee regarding dangerous or potentially dangerous dogs; Wildlife removal from private trap fees; and the Animal Assistance fee. The Admin fee is also proposed to increase by 5% to bring fee up to market value.
  - Impound fees (standard, senior and disabled rates) for other small domestic animals and snake or reptile are proposed to reduce to \$25 (from 2019 fees ranging from \$45 to \$56) due to lack of claiming of these types of animals. Only about 1% of small domestic animals are claimed due to cost to replace being cheaper than the claim. It also costs more for shelter to house these animals long term versus claiming at a reduced fee to owner.
  - Boarding fees for dangerous or potentially dangerous dogs including senior and disabled rates are proposed to increase by 76.5% (or \$26)
  - The voluntary cat registration fee has not increased in many years and is proposed to increase by 15.4% (or \$2).
  - Microchip implant fees are proposed to remain unchanged at a set fee of \$25.00 after HST and \$22.13 before HST. Fees need to align with those charged at the Rabies Vaccines Clinic charge to avoid confusing the public. Fees need to be set at a rate that is affordable to the general public and encourage providing pets with identification.
  - Trap rental, cat cardboard carrier and dog leash fees have been removed from the proposed fees due to no longer being offered to the public.

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**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 5 of 9**

- Dog License (page 15):
  - Dog License – Standard rates for spay / neuter under six months of age are proposed to remain unchanged from the 2019 rate. This fee has increased a dollar every year since 2011 and the seniors’ rate has not increased in the last four to five years. There have been many customer complaints in regard to an increase each year for regular rate and not the seniors.
  - Dog License – Senior rates for spay / neuter under six months of age are proposed to increase above the guideline (6.7% or \$1.00) as this rate has remained the same for past four to five years, therefore, raising to lower discrepancy between senior / regular rates.
  - Replacement Tag Fee has not increased according to guideline. It is proposed the fee remain at \$5 including HST. This would encourage more people to purchase replacements when animal tags are lost. Currently, many residents complain about the replacement cost. Thus, if the fee is not increased, animal owners would be more inclined to comply with obtaining replacement tags, allowing animals to be returned to homes as opposed to bringing them to shelters and increasing shelter costs.
  - Late payment fee is proposed to remain unchanged since it is currently the highest by industry standards.
  
- Administrative Penalty System (APS) – Hamilton Municipal Parking System (HMPS) (pages 16 - 17):
  - Fail to Attend Hearing fee is proposed to double (or \$50) to align with fee for fail to attend with APS process under Licensing and By-law Services (LBS) and Parking.
  - The On-Street Patio Application Fee was approved in 2017 (Report PED16119) but omitted in the user fees by-law. It is now reflected in this year’s proposed user fees with an increase of 62.5% (or \$250) to reflect current market value.
  
- Tourism Fees (page 14):
  - Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc. have been set at fair market value and to match similar fee for Museum Special Events.
  
- Culture Fees (pages 7 - 13):
  - Several Culture Fees are proposed to be raised above or below the guideline to match market rates.
  - Museum General Admission and Group Rates are proposed to increase above 3% to reflect the impact of free admission for Hamilton Library card holders and to match market rates. Those paying this fee now are increasingly tourists and not residents.
  - Museum Rental Rate for Evening Grounds Use After 5:00 pm (all sites) is proposed to remain unchanged due to fee being already at market rate. Increasing fee would lead to reduced programming and net loss of revenue.

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**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 6 of 9**

- Building Services – General Fees (page 3):
  - Swimming Pool Enclosure Fee is proposed to increase by 48.8% (or \$82) in order to keep in line with building permit.

**New Fees Proposed**

- Animal Services (page 28) added to the Live Surrender fees with rabbit as own category due to the increase in surrenders received for 2019 year (double from previous year).
- Culture Fees (pages 7 – 13):
  - Reinstating previously removed Dundurn Castle and Hamilton Military Museum youth and child rates.
  - Other new fees: Fieldcote Memorial Park and Museum - ½-day rate, Retaining set-up on non-filming days fee and Surcharge on City services and / or location fee.
- Hamilton Municipal Parking System Fees (pages 16 – 17):
  - Administrative Penalty System is proposing a new fee in preparation for mail issuance of Parking Penalty Notices for future need/process.
  - New Occupation of Public / Metered Parking Spaces (pre-payment required) fees
- Building Services is proposing two new Security Deposit fees to recoup grading costs for a Single Lot (Infill) and a Semi-Detached Dwelling (Infill) (page 2).

**Healthy and Safe Communities**

(Pages 33 - 54 of Appendix “A” to Report FCS19092)

**Provincially Mandated**

- Hamilton Fire Department inspections of group homes with a capacity of more than four have been removed from the proposed fees due to legislated requirement for mandatory inspections of vulnerable occupancies.

**Market Based**

- The hourly rate for Recreation Fee (page 51) for pool rental of Category C - Specialty Pools (With 2 Lifeguards) (Stoney Creek, Westmount, Valley Park) is proposed to remain unchanged due to fee already being close to market maximum.

**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 7 of 9**

## New Fees Proposed

- Hamilton Fire Department has added the following new fees (pages 33 and 35) due to increase in requests for these services:
  - Events fees for Approvals for pyrotechnic and firework displays and film shoot pyrotechnics
  - Capacity cards upon request
  - Alternative Solutions Review for Ontario Fire Code
- Recreation:
  - Program fee for Youth - Leadership (12 Hours) has been replaced with Youth - Leadership (8 Hours) (page 49)
  - Under the Arena Floor Rentals section (page 51) the Arena Special Events fee was renamed from “(Per Booking)” to “Standard (Hourly)” and converted to hourly as well as an addition of a commercial rental fee that has been aligned with market rates.

## Cost Recovery

- Hamilton Fire Department is proposing to increase the Open air burning permit fee (page 35) to full cost recovery reflecting a proposed increase of 150% (or \$15).

**Public Works**

(Pages 55 to 70 of Appendix “A” to Report FCS19092)

## Provincially Mandated

- Environmental – Cemeteries (page 60) Lot Sale - Child: Stillborn - Case up to 24" C&M Portion fee and all Care and Maintenance fees are prescribed by Ministry legislation and are remaining unchanged.

## Market Based

- Several Environmental Services fees (pages 57 – 63) are being proposed to deviate above the 3% guideline to reflect market rates and to be comparable to industry standards.
- The Street Lighting Subdivision Review and Evaluation Fee was approved by GIC on March 22, 2019 under Report PED 19015(a) to increase in year 2020 by 50% (or \$2,141) (page 64).
- Some sporting events, film shoots, concerts and corporate gathering fees at Tim Hortons Field (page 66) are proposed to remain unchanged. Fees are market driven and comparable to industry standard.
- Engineering Encroachments Annual Fee – Areaways - % of Market Value (page 55) is proposed to remain unchanged as the fee is appropriate based on market value at the time.

**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 8 of 9**

- Several Transit fees (page 70) have been increased effective September 1, 2020 based on previously approved Report PW14015(a) whereas others have remained unchanged due to current fee being sufficient and likely to be renewed in the spring of 2020 with a separate report.

## Policy Related

- Fees for Removal and Replacement of public trees for a private individual or entity (page 57) remain unchanged with cost plus additional 7% admin fee as per By-law 15-125 and City of Hamilton Tree Preservation and Sustainability Policy.

## Cost Recovery

- Environmental – Cemeteries (page 61) Markers and Foundation Fees are being proposed to increase to full cost recovery, all increasing by \$30 (except Concrete Foundation Pouring which is already fully recovered) - increases between 13.6% to 20%.
- Environmental Services (pages 57 - 58) is proposing increasing the following two fees to full cost recovery: Work done for others Parks Maintenance - Priced per Job and Banner Installations - King Street West (Dundas)

## New Fees Proposed

- Environmental Services:
  - Several new fees added with regard to Cemeteries (interment, lot sale, niche sale, merchandise / miscellaneous Services, garden stones, shrub removal and private columbarium unit) (pages 59 - 62).
  - Other additional fee added: Mum Show School Tour - Full Class and Fence Cost Share Program - Application Fee

**SUBJECT: 2020 Tax Supported User Fees (FCS19092) (City Wide) – Page 9 of 9**

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**Corporate Services**

(Pages 71 - 76 of Appendix “A” to Report FCS19092)

New Fees Proposed

- Clerks (page 72): Fee added for Proof of Residence letters which are currently free. It is the intention to bring them in line with the Certified True Copies fee in three years.
- Taxation (page 73): New Admin Fee for 3 Years Arrears Letter (Pending Lien Registration) to recover cost of annual three years arrears letter warning of potential lien registration
- *Provincial Offences Act* (page 76): New Administrative review cost recovery fee and Collection cost recovery fee as pass through of collection fees to the defendant.

**City Manager’s Office**

(Page 71 of Appendix “A” to Report FCS19092)

- No exceptions or new fees noted, aside from rounding.

**ALTERNATIVES FOR CONSIDERATION**

N/A

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

**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 FCS19092 – 2020 Proposed User Fees and Charges

AB/dt

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: General Fees

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Map / Publication Sales Fees	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fee set at 100% cost recovery
2	Data Base Information	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
<b>Photocopy &amp; Computer Printout Service</b>						
3	- First Page	\$ 0.35	<b>\$ 0.36</b>	Y	3.0%	Guideline increase, rounded to nearest penny before HST
4	- Additional Pages	\$ 0.35	<b>\$ 0.36</b>	Y	3.0%	"
<b>Information Requests</b>						
5	- Floppy disks & CD's - per disk or CD	\$ 12.70	<b>\$ 13.10</b>	Y	3.2%	Guideline increase, rounded to nearest nickel
6	- For manually researching a record - for each 15 minutes	\$ 18.35	<b>\$ 18.90</b>	N	3.0%	"
7	- Developing Computer Programs or other methods of producing a record from machine readable record - for each 15 minutes	\$ 18.35	<b>\$ 18.90</b>	N	3.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Building Services - General Fees**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Zoning Verification & Work Order Reports (Single & Two Family Dwellings, Townhouses) - Regular	\$ 117.00	\$ 121.00	N	3.4%	Guideline increase, rounded to the nearest dollar
2	Zoning Verification & Work Order Reports (Single & Two Family Dwellings, Townhouses) - Express	\$ 179.00	\$ 185.00	N	3.4%	"
3	Zoning Verification & Work Order Reports (Non-Residential / Multi-Residential) - Regular	\$ 242.00	\$ 249.00	N	2.9%	"
4	Zoning Verification & Work Order Reports (Non-Residential / Multi-Residential) - Express	\$ 365.00	\$ 376.00	N	3.0%	"
5	Sewage System and Sewage Comments	\$ 246.00	\$ 253.00	N	2.8%	"
6	Site Plan Security Reduction Fee	\$ 325.00	\$ 330.00	Y	1.5%	Increase in relation to Growth Management fee increase
7	Zoning Compliance Letter - liquor license	\$ 183.00	\$ 188.00	N	2.7%	Guideline increase, rounded to the nearest dollar
<b>Photocopy service</b>						
8	Microfilm Copies (for up to 20 copies)	\$ 25.66	\$ 26.55	Y	3.5%	Guideline increase, rounded to the nearest dollar after HST applied
9	Microfilm Copies (each additional copy)	\$ 1.12	\$ 1.15	Y	2.7%	Guideline increase, rounded to the nearest nickel after HST applied
<b>Records searches</b>						
10	Including manual searches and preparation of information - for each 15 minutes	\$ 18.59	\$ 19.47	Y	4.7%	Guideline increase, rounded to the nearest dollar after HST applied
<b>Computer Programming</b>						
11	For developing programs or other ways of producing records from machine readable records - for each 15 minutes	\$ 18.59	\$ 19.47	Y	4.7%	Guideline increase, rounded to the nearest dollar after HST applied
12	Blasting Permit	\$ 126.00	\$ 130.00	N	3.2%	Guideline increase, rounded to the nearest dollar
13	Grading (Security) Deposit	\$ 1,500.00	\$ 1,500.00	N	0.0%	Deposit - no increase required
14	Grading (Security) Deposit for a Single Lot (Infill)	\$ -	\$ 7,500.00	N	NEW	New fee to recoup grading cost
15	Grading (Security) Deposit for a Semi-Detached Dwelling (Infill)	\$ -	\$ 10,000.00	N	NEW	New fee to recoup grading cost
<b>Demolition Agreement for Building Replacement</b>						
16	a) Agreement	\$ 506.00	\$ 521.00	N	3.0%	Guideline increase, rounded to the nearest dollar
17	b) Security deposit/letter of credit - per sq. metre of bldg to be demolished (\$2,500 min & \$25,000 max)	\$ 121.00	\$ 125.00	N	3.3%	Guideline increase, rounded to the nearest dollar
18	Demolition Control Applications	\$ 506.00	\$ 521.00	N	3.0%	"
<b>Application Fee for outdoor commercial patio exemption permits</b>						
19	a) Inspection Fee	\$ 500.00	\$ 515.00	Y	3.0%	
<b>Illegal Grow Operations</b>						
20	a) Inspection Fee	\$ 749.56	\$ 771.68	Y	3.0%	Guideline increase, rounded to the nearest dollar after HST applied

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Building Services - General Fees

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
21	b) Re-occupancy Fee	\$ 680.53	\$ 700.88	Y	3.0%	"
22	Swimming Pool Enclosure Fee	\$ 168.00	\$ 250.00	N	48.8%	Fee increase to keep in line with Building permit

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.



## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Economic Development - Urban Renewal**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Loan/Incentive Programs</b>						
1	Business Improvement Area Commercial Property Improvement Grant Program Admin Fee for Grants less than \$5,000	\$ 85.00	\$ 90.00	Y	5.9%	PED18044
2	Business Improvement Area Commercial Property Improvement Grant Program Admin Fee for Grants greater than \$5,000 and less than \$12,500	\$ 235.00	\$ 240.00	Y	2.1%	Guideline increase, rounded to the nearest five dollars
3	Business Improvement Area Commercial Property Improvement Grant Program Admin Fee for Grants greater than \$12,500	\$ 365.00	\$ 375.00	Y	2.7%	"
<b>Hamilton Tax Increment Grant Program</b>						
4	Basic Fee - Developer only (only for Grants less than or equal to \$12,500)	\$ 235.00	\$ 240.00	Y	2.1%	"
5	Basic Fee - Developer only (only for Grants greater than \$12,500)	\$ 800.00	\$ 825.00	Y	3.1%	"
6	Additional Fee - Developer Transfer to New Condo Owner	\$ 425.00	\$ 440.00	Y	3.5%	"
<b>Hamilton Downtown, Barton/Kenilworth Multi-Residential Property Investment Program</b>						
7	a) Initial Application	\$ 300.00	\$ 310.00	Y	3.3%	"
	b) Fee is based on a Graduated Scale basis as follows:					
8	50 units or less - per unit	\$ 500.00	\$ 515.00	Y	3.0%	"
9	50-100 units - per unit	\$ 400.00	\$ 410.00	Y	2.5%	"
10	100 units plus - per unit	\$ 300.00	\$ 310.00	Y	3.3%	"
11	Commercial Corridor Housing Loan & Grant Program - per unit	\$ 260.00	\$ 270.00	Y	3.8%	"
12	Commercial Corridor Housing Loan and Grant Application Fee (At final application stage)	\$ 300.00	\$ 310.00	Y	3.3%	"
13	Hamilton Heritage Property Grant Program less than or equal to \$12,500	\$ 235.00	\$ 240.00	Y	2.1%	"
14	Hamilton Heritage Property Grant Program greater than \$12,500	\$ 360.00	\$ 370.00	Y	2.8%	"
15	Hamilton Downtown/West Harbourfront Remediation Loan Pilot Program	\$ 300.00	\$ 310.00	Y	3.3%	"
16	Office Tenancy Assistance Program	\$ 490.00	\$ 505.00	Y	3.1%	"
17	Commercial Property Improvement Grant Program for grants less than \$5,000	\$ 85.00	\$ 90.00	Y	5.9%	"
18	Commercial Property Improvement Grant Program for grants greater than \$5,000	\$ 235.00	\$ 240.00	Y	2.1%	"
<b>Hamilton Community Heritage Fund Loan Program</b>						
19	a) Designated Commercial, Industrial or like properties (fee is based on percentage of loan amount)	2% of loan amount	2.06% of loan amount	Y	3.0%	Fee is increased by 3% this year only by Guideline
20	b) Other properties	\$ 285.00	\$ 295.00	Y	3.5%	Guideline increase, rounded to the nearest five dollars
	a) Inspection Fee					
21	ERASE Grant Study	\$ 225.00	\$ 230.00	Y	2.2%	"
22	ERASE Redevelopment Grant	\$ 775.00	\$ 800.00	Y	3.2%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Economic Development - Urban Renewal

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
23	ERASE LEED Program	\$ 775.00	\$ 800.00	Y	3.2%	"
24	Hamilton Heritage Conservations Grant Program Application Fee	\$ 85.00	\$ 90.00	Y	5.9%	"
25	Barton/Kenilworth Commercial Corridor Building Improvement Grant Program Admin Fee for Grants less than or equal to \$12,500	\$ 235.00	\$ 240.00	Y	2.1%	"
26	Barton/Kenilworth Commercial Corridor Building Improvement Grant Program Admin Fee for Grants greater than \$12,500	\$ 365.00	\$ 375.00	Y	2.7%	"
27	Barton/Kenilworth Tax Increment Grant Program Admin Fee for Grants less than or equal to \$12,500	\$ 235.00	\$ 240.00	Y	2.1%	"
28	Barton/Kenilworth Tax Increment Grant Program Admin Fee for Grants greater than \$12,500	\$ 800.00	\$ 825.00	Y	3.1%	"
29	Barton/Kenilworth Tax Increment Grant Program - Additional Fee - Developer Transfer to New Condo Owner	\$ 415.00	\$ 425.00	Y	2.4%	"
30	Barton/Kenilworth Planning and Building Fee Rebate	\$ 85.00	\$ 90.00	Y	5.9%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Administrative Penalty System (APS)

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Late Payment (after 15 days)	\$ 50.44	\$ 52.22	Y	3.5%	Guideline increase, rounded to nearest dollar after HST applied. Additional schedules to be added to program. Will consider fee increase thereafter full implementation.
2	Fail to Attend Hearing	\$ 100.00	\$ 102.66	Y	2.7%	"
3	Final notice of non-payment	\$ 24.78	\$ 52.22	Y	110.7%	Increase to align with the "Late Payment (after 15 days)" fee.

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Tourism & Culture - Culture**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>MUSEUM GENERAL ADMISSION FEES:</b>						
Last increase in general admission was 2014 based on market analysis of competitors. New rates reflect current (2018) market analysis						
<b>Children's Museum</b> - Adult: 18 to 59, Senior: 60+, Student/Youth: 13 to 17 or with valid student ID, Child: 1 to 12, Infant: under 1, Family: Two Adults and dependant children						
<b>All Other Sites</b> - Adult: 18 to 59, Senior: 60+, Student/Youth: 13 to 17 or with valid student ID, Child: 6 to 12, Infant: 5 & under, Family: Two Adults and dependant children						
1	Dundurn Castle - Adult	\$ 10.62	\$ 12.39	Y	16.7%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
2	Dundurn Castle - Senior	\$ 8.85	\$ 10.62	Y	20.0%	"
3	Dundurn Castle - Student/Youth	\$ 8.85	\$ 10.62	Y	20.0%	"
4	Dundurn Castle - Child	\$ 5.75	\$ 7.08	Y	23.1%	"
5	Dundurn Castle - Infant	Free	Free		n/a	
6	Dundurn Castle - Family	\$ 28.32	\$ 32.74	Y	15.6%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
7	Hamilton Military Museum - Adult	\$ 3.98	\$ 4.42	Y	11.1%	"
8	Hamilton Military Museum - Senior	\$ 3.54	\$ 3.98	Y	12.5%	"
9	Hamilton Military Museum - Student/Youth	\$ 3.54	\$ 3.98	Y	12.5%	"
10	Hamilton Military Museum - Child	\$ 3.10	\$ 3.54	Y	14.3%	"
11	Hamilton Military Museum - Infant	Free	Free		n/a	
12	Hamilton Military Museum - Family	\$ 11.50	\$ 13.27	Y	15.4%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
13	Whitehern Historic House & Garden - Adult	\$ 6.64	\$ 7.52	Y	13.3%	"
14	Whitehern Historic House & Garden - Senior	\$ 5.75	\$ 6.64	Y	15.4%	"
15	Whitehern Historic House & Garden - Student/Youth	\$ 5.75	\$ 6.64	Y	15.4%	"
16	Whitehern Historic House & Garden - Child	\$ 4.87	\$ 5.31	Y	9.1%	"
17	Whitehern Historic House & Garden - Infant	Free	Free		n/a	
18	Whitehern Historic House & Garden - Family	\$ 19.47	\$ 22.12	Y	13.6%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
19	Battlefield House Museum & Park - Adult	\$ 6.64	\$ 7.52	Y	13.3%	"
20	Battlefield House Museum & Park - Senior	\$ 5.75	\$ 6.64	Y	15.4%	"
21	Battlefield House Museum & Park - Student/Youth	\$ 5.75	\$ 6.64	Y	15.4%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Tourism & Culture - Culture**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
22	Battlefield House Museum & Park - Child	\$ 4.87	\$ 5.31	Y	9.1%	"
23	Battlefield House Museum & Park - Infant	Free	Free		n/a	
24	Battlefield House Museum & Park - Family	\$ 19.47	\$ 22.12	Y	13.6%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
25	Hamilton Museum of Steam & Technology - Adult	\$ 6.64	\$ 7.52	Y	13.3%	"
26	Hamilton Museum of Steam & Technology - Senior	\$ 5.75	\$ 6.64	Y	15.4%	"
27	Hamilton Museum of Steam & Technology - Student/Youth	\$ 5.75	\$ 6.64	Y	15.4%	"
28	Hamilton Museum of Steam & Technology - Child	\$ 4.87	\$ 5.31	Y	9.1%	"
29	Hamilton Museum of Steam & Technology - Infant	Free	Free		n/a	
30	Hamilton Museum of Steam & Technology - Family	\$ 19.47	\$ 22.12	Y	13.6%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
31	Hamilton Children's Museum - Adult	\$ 2.21	\$ 2.65	Y	20.0%	"
32	Hamilton Children's Museum - Senior	\$ 2.21	\$ 2.65	Y	20.0%	"
33	Hamilton Children's Museum - Student/Youth	\$ 2.21	\$ 2.65	Y	20.0%	"
34	Hamilton Children's Museum - Child	\$ 3.98	\$ 3.98	Y	0.0%	"
35	Hamilton Children's Museum - Infant	Free	Free		n/a	
36	Hamilton Children's Museum - Family	\$ 8.85	\$ 10.62	Y	20.0%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
37	Fieldcote Memorial Park & Museum - Adult	\$ 3.54	\$ 3.98	Y	12.5%	"
38	Fieldcote Memorial Park & Museum - Senior	\$ 3.10	\$ 3.54	Y	14.3%	"
39	Fieldcote Memorial Park & Museum - Student/Youth	\$ 3.10	\$ 3.54	Y	14.3%	"
40	Fieldcote Memorial Park & Museum - Child	\$ 2.65	\$ 2.88	Y	8.3%	"
41	Fieldcote Memorial Park & Museum - Infant	Free	Free		n/a	
42	Fieldcote Memorial Park & Museum - Family	\$ 10.62	\$ 11.95	Y	12.5%	Increasing above 3% to reflect impact of free admission for Hamilton Library card holders. Those paying this fee now are increasingly tourists not residents. Matching market rates
43	Griffin House - Adult	Free	Free	Y	N/A	
44	Griffin House - Senior	Free	Free	Y	N/A	
45	Griffin House - Student/Youth	Free	Free	Y	N/A	
46	Griffin House - Child	Free	Free	Y	N/A	
47	Griffin House - Infant	Free	Free	Y	N/A	
<b>MUSEUM SPECIAL EVENTS</b>						
Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.						

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
48	Dundurn Castle Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.	Various	Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.	Y	N/A	
49	Hamilton Military Museum				N/A	
50	Whitehern Historic House & Garden				N/A	
51	Battlefield House Museum & Park				N/A	
52	Hamilton Museum of Steam & Technology				N/A	
53	Hamilton Children's Museum				N/A	
54	Fieldcote Memorial Park & Museum				N/A	
	<b>MUSEUM GROUP RATES</b> General tour rates for Tour Operators, Group Leaders, Community Groups. Expenses incurred for specific programming may increase rate accordingly.					Group rates must be raised in lockstep with general admissions in order to maintain the appropriate level of discount.
55	Dundurn Castle - Adult	\$ 7.08	\$ 8.41	Y	18.8%	"
56	Dundurn Castle - Senior	\$ 7.08	\$ 8.41	Y	18.8%	"
57	Dundurn Castle - Youth	\$ 7.08	\$ 8.41	Y	18.8%	"
58	Dundurn Castle - Child	\$ 4.87	\$ 5.75	Y	18.2%	"
59	Dundurn Castle and Hamilton Military Museum - Adult	\$ 8.41	\$ 11.50	Y	36.8%	"
60	Dundurn Castle and Hamilton Military Museum - Senior	\$ 8.41	\$ 9.73	Y	15.8%	"
61	Dundurn Castle and Hamilton Military Museum - Youth	\$ -	\$ 9.73	Y	NEW	New - reinstating previously removed rate
62	Dundurn Castle and Hamilton Military Museum - Child	\$ -	\$ 6.19	Y	NEW	New - reinstating previously removed rates. Fee established to provide small discount over non-group general admission.
63	Hamilton Military Museum - Adult	\$ 3.10	\$ 3.10	Y	0.0%	Group rate maintained at 2019 level to maintain discount below general admission rate
64	Hamilton Military Museum - Senior	\$ 3.10	\$ 3.10	Y	0.0%	"
65	Hamilton Military Museum - Youth	\$ 3.10	\$ 3.10	Y	0.0%	"
66	Hamilton Military Museum - Child	\$ 2.65	\$ 2.88	Y	8.3%	Group rates must be raised in lockstep with general admissions in order to maintain the appropriate level of discount.
67	Dundurn National Historic Site: Guided tour of Grounds/Garden - Adult/Senior/Student	\$ 3.10	\$ 3.54	Y	14.3%	"
68	Dundurn National Historic Site: Guided tour of Grounds/Garden - Child	\$ 2.65	\$ 3.10	Y	16.7%	"
69	Whitehern Historic House & Garden - Adult	\$ 4.87	\$ 5.31	Y	9.1%	"
70	Whitehern Historic House & Garden - Senior	\$ 4.87	\$ 5.31	Y	9.1%	"
71	Whitehern Historic House & Garden - Youth	\$ 4.87	\$ 5.31	Y	9.1%	"
72	Whitehern Historic House & Garden - Child	\$ 3.98	\$ 4.20	Y	5.6%	"
73	Battlefield House Museum & Park - Adult	\$ 4.87	\$ 5.31	Y	9.1%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Tourism & Culture - Culture**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
74	Battlefield House Museum & Park - Senior	\$ 4.87	\$ 5.31	Y	9.1%	"
75	Battlefield House Museum & Park - Youth	\$ 4.87	\$ 5.31	Y	9.1%	"
76	Battlefield House Museum & Park - Child	\$ 3.98	\$ 4.20	Y	5.6%	"
77	Hamilton Museum of Steam & Technology - Adult	\$ 4.87	\$ 5.31	Y	9.1%	"
78	Hamilton Museum of Steam & Technology - Senior	\$ 4.87	\$ 5.31	Y	9.1%	"
79	Hamilton Museum of Steam & Technology - Youth	\$ 4.87	\$ 5.31	Y	9.1%	"
80	Hamilton Museum of Steam & Technology - Child	\$ 3.98	\$ 4.20	Y	5.6%	"
81	Hamilton Children's Museum - Child	\$ 3.54	\$ 3.54	Y	0.0%	"
82	Fieldcote Memorial Park & Museum - Adult	\$ 2.65	\$ 2.88	Y	8.3%	"
83	Fieldcote Memorial Park & Museum - Senior	\$ 2.65	\$ 2.88	Y	8.3%	"
84	Fieldcote Memorial Park & Museum - Youth	\$ 2.65	\$ 2.88	Y	8.3%	"
85	Fieldcote Memorial Park & Museum - Child	\$ 2.21	\$ 2.43	Y	10.0%	"
<b>MUSEUM STUDENT AND YOUTH GROUP RATES</b>						
<b>Educational Program Rates</b> - minimum rate of \$3.50 per student applies to programs 1 hour in length. Programs over 1 hour in length may include discount to hourly rate. Expenses incurred for specific programming may increase rate accordingly.						
<b>Outreach Rates</b> - Minimum flat rate.						
86	Dundurn Castle - Elementary School per hour/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
87	Dundurn Castle - High School per hour/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
88	Dundurn Castle - Tour Only	\$ 5.31	\$ 5.75	Y	8.3%	"
89	Hamilton Military Museum - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
90	Hamilton Military Museum - High School per hr/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
91	Hamilton Military Museum - Tour Only	\$ 2.65	\$ 2.88	Y	8.5%	"
92	Evening Tour After 5:00 pm (Dundurn and Military)	\$ 309.73	\$ 309.73	Y	0.0%	This is a per group charge. Reflects additional costs of evening programming and increasing demand for this service
93	Evening Tour After 5:00 pm Additional Staff (Dundurn and Military)	\$ 141.59	\$ 150.44	Y	6.3%	This is a per group charge. Charge added for larger groups (i.e. for each additional 15 visitors)
94	Whitehern Historic House & Garden - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
95	Whitehern Historic House & Garden - High School per hr/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
96	Whitehern Historic House & Garden - Tour Only	\$ 4.42	\$ 4.65	Y	5.1%	"
97	Battlefield House Museum & Park - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
98	Battlefield House Museum & Park - High School per hr/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
99	Battlefield House Museum & Park - Tour Only	\$ 4.42	\$ 4.65	Y	5.1%	"
100	Hamilton Museum of Steam & Technology - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
101	Hamilton Museum of Steam & Technology - High School per hr/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
102	Hamilton Museum of Steam & Technology - Tour Only	\$ 4.42	\$ 4.65	Y	5.1%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Tourism & Culture - Culture**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
103	Hamilton Children's Museum - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
104	Fieldcote Memorial Park & Museum - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	"
105	Fieldcote Memorial Park & Museum - High School per hr/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
106	Griffin House - Elementary School per hr/student	\$ 3.50	\$ 3.75	N	7.1%	Increasing to nearest \$0.25
107	Griffin House - High School per hr/student	\$ 3.10	\$ 3.32	Y	7.1%	Increasing to nearest \$0.25 after HST applied
108	Hamilton Civic Museum Outreach Lecture	\$ 150.44	\$ 154.87	Y	2.9%	Guideline increase, rounded to the nearest dollar after HST applied
109	Hamilton Civic Museum Outreach Program- Elementary Flat rate	\$ 150.44	\$ 175.00	N	16.3%	Increasing to match increasing costs of program
110	Hamilton Civic Museum Outreach Program	\$ 150.44	\$ 154.87	Y	2.9%	Guideline increase, rounded to the nearest dollar after HST applied
<b>MUSEUM MEMBERSHIPS (annual)</b>						
111	Hamilton Museum of Steam & Technology - Organizational per person	\$ 13.27	\$ 13.27	Y	0.0%	Base level of membership kept low. Higher payments encouraged. Difference shown as donation and transferred to reserve.
112	Fieldcote Memorial Park & Museum - Youth	\$ 11.50	\$ -		-100.0%	<b>Delete</b> - Recommending simplifying membership process based on consultation with museum supporters. No loss of revenue anticipated.
113	Fieldcote Memorial Park & Museum - Individual	\$ 21.24	\$ 21.24	Y	0.0%	Base level of membership kept low. Higher payments encouraged. Difference shown as donation and transferred to reserve.
114	Fieldcote Memorial Park & Museum - Family	\$ 30.97	\$ 30.97	Y	0.0%	"
115	Fieldcote Memorial Park & Museum - Supporting	\$ 101.77	\$ -		-100.0%	<b>Delete</b> - Recommending simplifying membership process based on consultation with museum supporters. No loss of revenue anticipated.
116	Fieldcote Memorial Park & Museum - Benefactor	\$ 256.64	\$ -		-100.0%	<b>Delete</b> - Recommending simplifying membership process based on consultation with museum supporters. No loss of revenue anticipated.
117	Fieldcote Memorial Park & Museum - Patron	\$ 508.85	\$ -		-100.0%	<b>Delete</b> - Recommending simplifying membership process based on consultation with museum supporters. No loss of revenue anticipated.
<b>MUSEUM CHILD BIRTHDAY PARTIES</b> Package rate will fluctuate according to client needs (i.e. program, craft, food, etc.) Minimum hourly rates are recorded. Hourly rates will fluctuate based on cost recovery and net profit margin.						
118	Dundurn Castle - Package per person	\$ 15.93	\$ 16.37	Y	2.8%	Guideline increase, rounded to the nearest dollar after HST applied
119	Whitehern Historic House & Garden - Package per person	\$ 15.93	\$ 16.37	Y	2.8%	"
120	Battlefield House Museum & Park - Package per person	\$ 15.93	\$ 16.37	Y	2.8%	"



## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
121	Hamilton Museum of Steam & Technology - Package per person	\$ 15.93	\$ 16.37	Y	2.8%	"
122	Hamilton Children's Museum - Package per person	\$ 15.93	\$ -		-100.0%	Delete - Recommending simplifying membership process based on consultation with museum supporters. No loss of revenue anticipated.
123	Fieldcote Memorial Park & Museum - Package per person	\$ 15.93	\$ 16.37	Y	2.8%	Guideline increase, rounded to the nearest dollar after HST applied
<b>MUSEUM RENTAL RATES (Social and Corporate)</b> Discounts are made available to not-for-profit and community-based organizations. Minimum hourly rates are recorded. Hourly rates will fluctuate based on cost recovery and net profit margin.						Have been increasing above recommended increases for several years to slowly approach market rates
124	Ancaster Old Town Hall	\$ 36.28	\$ 44.25	Y	22.0%	"
125	The Coach House at Dundurn - hourly rate	\$ 39.82	\$ 44.25	Y	11.1%	"
126	Dundurn Pavilion (Outdoor)	\$ 115.04	\$ 132.74	Y	15.4%	"
127	The Stable at Whitehern - hourly rate	\$ 39.82	\$ 44.25	Y	11.1%	"
128	The Woodshed at HMST - hourly rate	\$ 39.82	\$ 44.25	Y	11.1%	"
129	"The Party Room" at Children's Museum - hourly rate	\$ 44.25	\$ 48.67	Y	10.0%	"
130	Private Rental Hamilton Children's Museum - hourly rate	\$ 128.32	\$ 137.17	Y	6.9%	"
131	Fieldcote Memorial Park & Museum Meeting Room - hourly rate	\$ 39.82	\$ 44.25	Y	11.1%	"
132	Battlefield Pavilion	\$ 88.50	\$ 97.35	Y	10.0%	"
133	Battlefield Pavilion (with use of kitchenette)	\$ 115.04	\$ 132.74	Y	15.4%	"
134	Grandview at Battlefield Park - hourly rate	\$ 39.82	\$ 44.25	Y	11.1%	"
135	Premium for rentals involving alcohol consumption	\$ 486.73	\$ 500.02	Y	2.7%	"
<b>MUSEUM RENTAL RATES - USE OF GROUNDS</b> Discounts are made available to not-for-profit and community-based organizations.						Increasing to recommended 3%. Some variation to round to nearest \$1.00
136	Dundurn Castle - Outdoor or Cockpit	\$ 526.55	\$ 553.09	Y	5.0%	"
137	Whitehern Historic House & Garden - Outdoor	\$ 340.71	\$ 354.00	Y	3.9%	"
138	Battlefield House Museum & Park - Outdoor	\$ 340.71	\$ 354.00	Y	3.9%	"
139	Hamilton Museum of Steam & Technology - Outdoor	\$ 340.71	\$ 354.00	Y	3.9%	"
140	Fieldcote Memorial Park & Museum - Outdoor	\$ 526.55	\$ 553.09	Y	5.0%	"
141	Fieldcote Memorial Park and Museum - 1/2 day rate	\$ -	\$ 353.98	Y	NEW	
142	Evening Grounds Use After 5:00pm (All sites)	\$ 619.47	\$ 619.47	Y	0.0%	Fee at market rate. Increasing fee would lead to reduced programming and net loss of revenue.
143	Dundurn parking lot- minimum rate	\$ 221.24	\$ 243.36	Y	10.0%	Increasing to match market rate
<b>COMMERCIAL PHOTOGRAPHY - USE OF GROUNDS</b>						
144	Ancaster Old Town Hall	\$ 163.72	\$ 168.14	Y	2.7%	Increasing to recommended 3%. Some variation to round to nearest \$1.00
145	Dundurn National Historic Site	\$ 163.72	\$ 168.14	Y	2.7%	"
146	Whitehern Historic House & Garden	\$ 163.72	\$ 168.14	Y	2.7%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
147	Battlefield House Museum & Park	\$ 163.72	\$ 168.14	Y	2.7%	"
148	Hamilton Museum of Steam & Technology	\$ 163.72	\$ 168.14	Y	2.7%	"
149	Fieldcote Memorial Park & Museum	\$ 163.72	\$ 168.14	Y	2.7%	"
<b>COMMERCIAL FILM RATES</b>						
150	Site Supervisor - hourly rate	\$ 88.50	\$ 110.62	Y	25.0%	Have been increasing above recommended increases for several years to slowly approach market rates
151	Additional monitoring - staff hourly rate	\$ 88.50	\$ 110.62	Y	25.0%	"
152	Hourly rate, in addition to staff hourly rate (above), for outside business hours or after eight (8) hours	\$ 44.25	\$ 53.10	Y	20.0%	"
153	Hourly rate for Site Supervision; midnight - 8am, Saturdays, Sundays & all Stat Holidays	\$ 163.72	\$ 163.72	Y	21.6%	New rate to cover overtime and stat holiday costs for staff
154	Filming rate per exterior location per day (including setup, shooting and take down days). Note: there may be multiple locations per premises	\$ 575.22	\$ 707.98	Y	23.1%	Increasing to match market rate
155	Filming rate per interior location per day (including setup, shooting and take down days). Note: there may be multiple locations per premises Note: interior filming is not permitted in National Historic Sites (NHS). Other restrictions in other non-NHS or non-heritage spaces will apply	\$ 1,504.42	\$ 1,769.96	Y	17.7%	"
156	Use of part or all of parking lot for film per day	\$ 1,106.19	\$ 1,327.43	Y	20.0%	"
157	Research or Curatorial fee per day	\$ 442.48	\$ 530.97	Y	20.0%	"
158	Retaining set-up on non-filming days	\$ -	\$ 88.50	Y	NEW	<b>New fee for 2020</b>
<b>Hamilton Film Office Administration Fees</b>						
<b>All Student Productions will be exempt from any permit fees</b>						
159	For Profit Productions - Administration Fee	\$ 54.87	\$ 56.64	Y	3.2%	Guideline increase, rounded to the nearest dollar after HST applied
160	Non-Profit Productions - Administration Fee	\$ 27.43	\$ 28.32	Y	3.2%	"
161	Surcharge on City services and/or location	\$ -	<b>Fees as Negotiated</b>	Y	NEW	<b>New fee for 2020</b>

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Tourism & Culture - Tourism

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Tourism-Oriented Directional Signs (TODS) - 2' x 8'	\$ 168.30	\$ 168.30	Y	0.0%	Fees set by the province
2	Tourism-Oriented Directional Signs (TODS) - 1.5' x 6'	\$ 132.60	\$ 132.60	Y	0.0%	"
3	Tourism-Oriented Directional Signs (TODS) - 1' x 4'	\$ 66.30	\$ 66.30	Y	0.0%	"
4	Tourism-Oriented Directional Signs (TODS) - 1' x 5'	\$ 76.50	\$ 76.50	Y	0.0%	"
LOGO Program - LINC & Redhill Parkway Road Signage Fees:						
5	- Mainlines/Ramps	\$ 2,500.00	\$ 2,500.00	Y	0.0%	Fees set by the province
6	- Trailblazing	\$ 200.00	\$ 200.00	Y	0.0%	"
<b>Visitors Centre Room Rental Rates (Social and Corporate)</b>						
<b>Discounts are made available to not-for-profit and community-based organizations. Minimum hourly rates are recorded. Hourly rates will fluctuate based on cost recovery and net profit margin.</b>						
7	Tourism Visitor Centre - daytime hourly rate	\$ 36.28	\$ 38.05	Y	4.9%	Guideline increase, rounded to the nearest dollar after HST applied
8	Premium for rentals involving alcohol consumption	\$ 502.65	\$ 517.70	Y	3.0%	"
9	Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.	Various	Various	Y	N/A	Set at Fair Market Value and to match similar fee for "Museum Special Events"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - Dog Licences

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Dog Licences - Standard Rate</b>						
1	- spayed/neutered or under 6 months of age	\$ 34.00	\$ 34.00	N	0.0%	recommending capping this fee. This fee has increased a dollar every year since 2011, and the seniors have not increased in the last 4-5 years. Many customer complaints in regards to increase each year for regular rate and not the seniors.
2	- over six months not spayed/neutered	\$ 70.00	\$ 72.00	N	2.9%	raised rate recommended 2.9% - due to encouraging people to fixing their pets as well as unaltered dogs are typically the ones we are dealing with regarding bites/running at large - rounded to nearest dollar
<b>Dog Licences - Senior / Disability Rate</b>						
3	- spayed/neutered or under 6 months of age	\$ 15.00	\$ 16.00	N	6.7%	raised rate recommended 3% - this rate has remained the same for past 4-5 years, raising to lower discrepancy between senior/regular rates. - Guideline increase, rounded to nearest dollar
4	- over six months not spayed/neutered	\$ 38.00	\$ 39.00	N	2.6%	Guideline increase, rounded to nearest dollar
5	<b>Dog Licences - Dangerous or Potentially Dangerous Dog</b>	\$ 168.00	\$ 336.00	N	100.0%	recommending increase due to industry standard for dangerous dog rates
6	Replacement Tag Fee	\$ 4.42	\$ 4.42	Y	0.0%	Recommend no increase - want to encourage compliance with by-law by keeping tag on dog to ensure it can be traced and returned home vs. coming into shelter and increasing shelter costs
7	Late Payment Fee	\$ 17.70	\$ 17.70	Y	0.0%	Recommend no increase - late fee highest by industry standards
8	Flat Rate Licence (grandfathered fee)	\$ 118.00	\$ 121.00	N	2.5%	Guideline increase, rounded to the nearest dollar
9	Valid Licence in another Municipality where the owner has moved to the City of Hamilton within 30 days	\$ 13.00	\$ 14.00	N	7.7%	Guideline increase, rounded to the nearest dollar
	Leash Free Fee of \$1.00 is included/charged for every licence sold.					

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Parking & School Crossing - Hamilton Municipal Parking System

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	On-Street Parking Permits	\$ 87.61	\$ 90.26	Y	3.0%	Guideline increase, rounded to the nearest dollar after HST applied
2	Status of Agreement Inquiries (Front Yard Parking)	\$ 57.52	\$ 59.29	Y	3.1%	"
<b>Residential Boulevard Parking (Front Yard Parking)</b>						
3	Teranet Registration	\$ 89.40	\$ 92.08	N	3.0%	Fee Set by the province
4	Processing Fee	\$ 265.49	\$ 273.45	Y	3.0%	Based on benchmark review of other municipalities
5	Annual Admin Fee	\$ 10.00	\$ 10.30	Y	3.0%	Set fee & terms as per registered agreement
6	Encroachment Insurance	\$ 10.00	\$ 10.30	Y	3.0%	"
<b>Commercial Boulevard Parking</b>						
7	Registration	\$ 50.00	\$ 50.00	N	0.0%	Fee Set by the province
8	Processing Fee	\$ 332.74	\$ 342.47	Y	2.9%	Guideline increase, rounded to the nearest dollar after HST applied
9	Encroachment Insurance	\$ 10.00	\$ 10.30	Y	3.0%	Set fee & terms as per registered agreement
10	Fee/space (first two spaces)	\$ 100.88	\$ 103.54	Y	2.6%	Guideline increase, rounded to the nearest dollar after HST applied
11	Fee/space (remaining spaces)	\$ 50.44	\$ 52.21	Y	3.5%	"
12	Access Permit Application	\$ 115.00	\$ 137.00	N	19.1%	Phase in cost recovery over 4 years (2018 as Year 1)
13	On street patio application fee	\$ 400.00	\$ 650.00	Y	62.5%	Fee approved in 2017, PED 16119 but omitted in User fees by-law. Increased to reflect market value
<b>Occupation of Public/Metered Parking Spaces (pre payment required)</b>						
14	Single Space Per Day	\$ -	\$ 22.00	Y	NEW	New fee
15	Each Additional Day Up To 6 Consecutive Days Per Space	\$ -	\$ 11.00	Y	NEW	New fee
16	Weekly Consecutive Rate Per Space	\$ -	\$ 80.00	Y	NEW	New fee
17	Monthly Consecutive Rate Per Space	\$ -	\$ 226.00	Y	NEW	New fee
18	Inspection Fee for the Review of Business Licences	\$ 31.86	\$ 32.74	Y	2.8%	Guideline increase, rounded to the nearest dollar after HST applied
<b>Administrative Penalty System (APS)**</b>						
19	MTO Search	\$ 12.00	\$ 12.39	Y	3.3%	Increasing by 3% then rounding to nearest \$
20	Late Payment	\$ 25.00	\$ 25.66	Y	2.6%	Increasing by 3% then rounding to nearest \$
21	Fail to Attend Hearing	\$ 50.00	\$ 100.00	Y	100.0%	Aligns with fee for Fail to attend with APS process under LBS and Parking
22	Plate Denial	\$ 22.00	\$ 23.00	Y	4.6%	Increasing by 3% then rounding up to nearest dollar. Note \$20 of this fee is not collected by CoH. Net fee for City is \$3.00

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development

Division: Parking & School Crossing - Hamilton Municipal Parking System

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
23	Mail Issuance (New)	\$ -	\$ 13.00	Y	NEW	Proposed new fee in preparation for mail issuance of Parking Penalty Notices for future need/process

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: General: Planning Act Fees

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
	<b>Cost Recovery on City-supported applications appealed to the Ontario Municipal Board</b>					
1	Where an application approved by Council of the City of Hamilton is appealed to the Ontario Municipal Board, the applicant/respondent shall pay any and all costs incurred by the City to support the applicant/respondent at a hearing, including but not limited to the legal costs for in-house or retained counsel, the costs for City staff (not including Planning & Economic Development staff) and the costs of consultants and witnesses. Accordingly, applicants shall submit a completed Cost Acknowledgment Agreement, in a form as prescribed by the General Manager of Planning & Economic Development, together with their application.	Full cost Recovery	<b>Full cost Recovery</b>	N	N/A	Fee set at 100% cost recovery

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Licensing**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Adult Services</b>						
1	Adult Entertainment Parlour	\$ 6,030.00	\$ 6,211.00	N	3.0%	Guideline increase, rounded to the nearest dollar
2	Adult Entertainment Parlor Attendant	\$ 501.00	\$ 516.00	N	3.0%	"
3	Adult Entertainment Parlour Operator/Manager	\$ 1,768.00	\$ 1,821.00	N	3.0%	"
4	Adult Film Theatre	\$ 3,727.00	\$ 3,839.00	N	3.0%	"
5	Adult Video Store Class A	\$ 3,727.00	\$ 3,839.00	N	3.0%	"
6	Adult Video Store Class B	\$ 386.00	\$ 398.00	N	3.1%	"
7	Body Rub Parlour Owner	\$ 9,486.00	\$ 9,771.00	N	3.0%	"
8	Body Rub Parlour Attendant	\$ 501.00	\$ 516.00	N	3.0%	"
9	Body Rub Parlour Operator/Manager	\$ 1,422.00	\$ 1,465.00	N	3.0%	"
10	Tobacco & Electronic Cigarettes	\$ 435.00	\$ 448.00	N	3.0%	"
<b>Accommodations</b>						
11	Bed and Breakfast	\$ 257.00	\$ 265.00	N	3.1%	"
12	Motels and Hotels	\$ 184.00	\$ 190.00	N	3.3%	"
13	Lodging House	\$ 489.00	\$ 504.00	N	3.1%	"
14	Residential Care Facility (4-10 Residents)	\$ 673.00	\$ 693.00	N	3.0%	"
15	Residential Care Facility (11 or more Residents)	\$ 961.00	\$ 990.00	N	3.0%	"
<b>Mobile</b>						
16	Mobile Sign leasing or renting	\$ 307.00	\$ 316.00	N	2.9%	"
17	Hawker/Peddler (motorized vehicle)	\$ 354.00	\$ 365.00	N	3.1%	"
18	Seasonal Food Vendor	\$ 379.00	\$ 390.00	N	2.9%	"
19	Limousines (owner)	\$ 643.00	\$ 662.00	N	3.0%	"
20	Limousines (driver)	\$ 75.00	\$ 77.00	N	2.7%	PED17201 updated Nov 2017 indicates no financials ; classification previously existed but was not included in the User Fee & Charges Bylaw
21	Taxi cab owner (private) (Renewal)	\$ 642.00	\$ 661.00	N	3.0%	Guideline increase, rounded to the nearest dollar
22	Taxi cab owner (private) (New)	\$ 4,651.00	\$ 4,791.00	N	3.0%	"
23	Taxi cab owner (transfer)	\$ 817.00	\$ 842.00	N	3.1%	"
24	Taxi cab Broker	\$ 1,102.00	\$ 1,135.00	N	3.0%	"
25	Taxi cab Driver	\$ 104.00	\$ 107.00	N	2.9%	"
26	Transient Trader (3 month period)	\$ 694.00	\$ 715.00	N	3.0%	"
27	Auctioneer	\$ 285.00	\$ 294.00	N	3.2%	"
<b>Food Service Vehicles:</b>						
28	Class A	\$ 379.00	\$ 390.00	N	2.9%	"
29	Class B	\$ 379.00	\$ 390.00	N	2.9%	"
30	Class C	\$ 349.00	\$ 359.00	N	2.9%	"



## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - Licensing

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
31	Food Service Vehicles (Four day)	\$ 99.00	\$ 102.00	N	3.0%	"
32	Food Service Vehicles (Park Permit)	\$ 208.00	\$ 214.00	N	2.9%	"
<b>Services</b>						
Eating Establishments:						
33	Bars and Nightclubs	\$ 315.00	\$ 324.00	N	2.9%	"
34	Food Premises	\$ 181.00	\$ 186.00	N	2.8%	"
35	Restaurant with Liquor Service	\$ 231.00	\$ 238.00	N	3.0%	"
<b>Public Garage:</b>						
36	(A) Buying, Selling, Storing	\$ 257.00	\$ 265.00	N	3.1%	Guideline increase, rounded to the nearest dollar
37	(B1) Combined Engine & Body Work	\$ 257.00	\$ 265.00	N	3.1%	"
38	(B2) Engine Work	\$ 257.00	\$ 265.00	N	3.1%	"
39	(B3) Body Work	\$ 257.00	\$ 265.00	N	3.1%	"
40	(C) Service Station	\$ 257.00	\$ 265.00	N	3.1%	"
41	(D) Parking Lot	\$ 257.00	\$ 265.00	N	3.1%	"
42	(E) Car Wash Only	\$ 257.00	\$ 265.00	N	3.1%	"
43	Public Halls	\$ 361.00	\$ 372.00	N	3.0%	"
44	Pay Day Loan Businesses	\$ 796.00	\$ 820.00	N	3.0%	"
45	Kennels, Pet Shops	\$ 255.00	\$ 263.00	N	3.1%	"
46	Personal Aesthetic Services Facility	\$ 185.00	\$ 191.00	N	3.2%	"
47	Personal Wellness Services Establishment	\$ 185.00	\$ 191.00	N	3.2%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Licensing**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Places of Amusement</b>						
48	Amusement Arcade	\$ 257.00	\$ 265.00	N	3.1%	Guideline increase, rounded to the nearest dollar
49	Amusement Rides	\$ 257.00	\$ 265.00	N	3.1%	"
50	Amusement Water	\$ 430.00	\$ 443.00	N	3.0%	To meet industry needs. Based on Cost Recovery.
51	Billiard / Bagatelle Tables	\$ 257.00	\$ 265.00	N	3.1%	Guideline increase, rounded to the nearest dollar
52	Bingo Parlour	\$ 257.00	\$ 265.00	N	3.1%	"
53	Bowling Alley	\$ 257.00	\$ 265.00	N	3.1%	"
54	Carnival	\$ 257.00	\$ 265.00	N	3.1%	"
55	Circus	\$ 257.00	\$ 265.00	N	3.1%	"
56	Motor Vehicle Race Track	\$ 257.00	\$ 265.00	N	3.1%	"
57	Other	\$ 257.00	\$ 265.00	N	3.1%	"
58	Proprietary Club	\$ 257.00	\$ 265.00	N	3.1%	"
59	Roller Skating Rink	\$ 257.00	\$ 265.00	N	3.1%	"
60	Skateboarding, BMX bikes	\$ 257.00	\$ 265.00	N	3.1%	"
<b>Used Goods Services</b>						
61	Antique Market/Flea Market	\$ 257.00	\$ 265.00	N	3.1%	"
62	Pawn Broker	\$ 430.00	\$ 443.00	N	3.0%	"
63	Precious Metals & Jewellery Dealers	\$ 430.00	\$ 443.00	N	3.0%	"
64	Salvage Yard	\$ 430.00	\$ 443.00	N	3.0%	"
65	Second-hand Shop	\$ 491.00	\$ 506.00	N	3.1%	"
<b>Trade Licence Contractor</b>						
66	Building Repair	\$ 275.00	\$ 283.00	N	2.9%	"
67	Plumbing	\$ 275.00	\$ 283.00	N	2.9%	"
68	Heating, Ventilation & Air Conditioning	\$ 275.00	\$ 283.00	N	2.9%	"
69	Drain Repair	\$ 275.00	\$ 283.00	N	2.9%	"
70	Sprinkler and Fire Protection Installer	\$ 275.00	\$ 283.00	N	2.9%	"
<b>Trade Licence Masters</b>						
71	Building Repair	\$ 162.00	\$ 167.00	N	3.1%	"
72	Plumbing	\$ 162.00	\$ 167.00	N	3.1%	"
73	Heating, Ventilation & Air Conditioning	\$ 162.00	\$ 167.00	N	3.1%	"
74	Drain Repair	\$ 162.00	\$ 167.00	N	3.1%	"
75	Sprinkler and Fire Protection Installer	\$ 162.00	\$ 167.00	N	3.1%	"
<b>Other Fees</b>						
76	Daily fee for spare taxicabs	\$ 26.55	\$ 27.43	Y	3.3%	Guideline increase, rounded to the nearest dollar

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Licensing**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
77	Taxi cab (limited interest agreement)	\$ 81.00	\$ 83.00	N	2.5%	Guideline increase, rounded to the nearest dollar
78	Taxi cab Priority list	\$ 99.11	\$ 101.77	Y	2.7%	Guideline increase, rounded to the nearest dollar
79	Taxi cab accessible priority list	\$ 51.33	\$ 53.10	Y	3.4%	"
80	Annual spare taxicab inspection fee	\$ 172.57	\$ 177.88	Y	3.1%	Guideline increase, rounded to the nearest dollar after HST applied
81	Exam/Processing Fee	\$ 53.98	\$ 55.75	Y	3.3%	"
82	Wheel chair accessible Taxi cab	\$ 10.00	\$ -	N	-100.0%	Fee removed.
83	Administration fee - applications / amendments	\$ 66.37	\$ 68.14	Y	2.7%	Guideline increase, rounded to the nearest dollar after HST applied
84	Licence re-instatement fee (late fee)	\$ 280.53	\$ 289.38	Y	3.2%	Guideline increase, rounded to the nearest dollar
85	Photo ID Card	\$ 17.70	\$ 18.58	Y	5.0%	Guideline increase, rounded to the nearest dollar after HST applied
86	Licence certificate replacement	\$ 17.70	\$ 18.58	Y	5.0%	"
87	Licence plate replacement	\$ 76.11	\$ 78.76	Y	3.5%	"
88	Appeal to Hamilton Licensing Tribunal	\$ 150.44	\$ 154.87	Y	2.9%	"
89	Municipal consent for new liquor licence applications and extensions	\$ 183.19	\$ 188.50	Y	2.9%	"
90	Corporate Profile Report, Deed & Abstract Reports	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fees set at 100% cost recovery
91	Failure to fulfil conditions imposed by the Issuer of Licenses or the Licensing Tribunal	\$ 103.54	\$ 107.08	Y	3.4%	Guideline increase, rounded to the nearest dollar after HST applied
92	Special Occasions Permit - Administration Fee	\$ 78.76	\$ 81.42	Y	3.4%	"
93	Application for Temporary Occupancy	\$ 750.00	\$ 772.57	Y	3.0%	"
<b>Personal Transportation Provided</b>						
94	Class A: Fleet of 100 or more vehicles	\$ 51,000.00	\$ 52,530.00	N	3.0%	Guideline increase, rounded to the nearest dollar
95	Class B: Fleet of 25-99 vehicles	\$ 20,400.00	\$ 21,012.00	N	3.0%	"
96	Class C: Fleet of 1-24 vehicles	\$ 5,100.00	\$ 5,253.00	N	3.0%	"
97	Per Trip Fee (Transaction fee per class A-C)	\$ 0.06	\$ 0.06	Y	0.0%	No increase

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - General Fees**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Discharge of Firearms By-law</b>						
1	a) Exemption permit application fee for the discharge of recreational firearms or bows	\$ 113.00	\$ <b>116.84</b>	Y	3.4%	Guideline increase, rounded to the nearest dollar after HST applied
2	b) Renewal fee	\$ 20.35	\$ <b>21.25</b>	Y	4.4%	"
<b>Certificate of Compliance</b>						
3	a) Single detached dwelling	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	Guideline increase, rounded to the nearest dollar after HST applied
4	b) A two, three or multiple unit dwelling	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	"
5	- plus additional fee for each additional dwelling unit in excess of the first	\$ 42.48	\$ <b>43.36</b>	Y	2.1%	"
6	c) A lodging house	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	"
7	- plus additional fee per each permitted resident (required every 3 years)	\$ 31.86	\$ <b>32.74</b>	Y	2.8%	"
8	d) All other buildings (Liquor licence)	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	"
9	- plus additional fee per each 100 square metres in excess of the first 100 square metres	\$ 17.70	\$ <b>18.58</b>	Y	5.0%	"
10	e) Residential care facility (first time applications & change in ownership)	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	"
11	- plus additional fee per each permitted resident	\$ 32.74	\$ <b>33.63</b>	Y	2.7%	"
12	f) Discharge of an Order - Non registered Order to Comply	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	"
13	g) Discharge of an Order - Registered Order To Comply	\$ 613.27	\$ <b>631.86</b>	Y	3.0%	"
<b>Fees charged for inspections carried out by the City resulting from non-compliance with any City by-law (except Vital Services By-law):</b>						
Inspection demonstrating non-compliance when there has been an earlier incident of non-compliance:						
14	Initial	\$ 287.61	\$ <b>296.46</b>	Y	3.1%	Guideline increase, rounded to the nearest dollar after HST applied
15	Subsequent	\$ 147.79	\$ <b>152.21</b>	Y	3.0%	"
<i>Note: an "incident of non-compliance" includes an inspection carried out by the City or by another enforcement agency demonstrating non-compliance.</i>						
16	Vital services - Admin Fee	10% of total utility billings paid by the City	<b>10% of total utility billings paid by the City</b>	Y	0.0%	% recovery not changed. Increases would be incorporated into the utility billings
Noise by-Law Exemption:						
17	- Application received 60 days or more prior to the event	\$ 180.00	\$ <b>185.00</b>	N	2.8%	Guideline increase, rounded to the nearest dollar
18	- Application received less than 60 days prior to the event	\$ 271.00	\$ <b>279.00</b>	N	3.0%	"
19	Corporate Profile Report and Deed & Abstract Reports	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fees set at 100% cost recovery

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - General Fees

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
20	Application Fee for outdoor commercial patio exemption permits	\$ 510.00	\$ 525.00	N	2.9%	Guideline increase, rounded to the nearest dollar
21	Application Fee for any appeal to the Property Standards Committee	\$ 137.00	\$ 141.00	N	2.9%	"
22	Zoning Verification & Work Order Reports - Regular	\$ 118.00	\$ 122.00	N	3.4%	"
23	Zoning Verification & Work Order Reports - Express	\$ 180.00	\$ 185.00	N	2.8%	"
24	Fees charged by the City for costs incurred when its inspection powers under s. 436(2) of the Municipal Act, 2001 are exercised	Full Cost Recovery	Full Cost Recovery	N	N/A	Fees set at 100% cost recovery
25	Registration Fee - One Time Fee For Initial Registration of a Vacant Building	\$ 283.00	\$ 291.00	N	2.8%	Guideline increase, rounded to the nearest dollar
26	Vacant Building Fee - Annual Inspection Fee	\$ 707.96	\$ 729.20	Y	3.0%	Guideline increase, rounded to the nearest dollar after HST applied
27	Annual Fee for each additional vacant building on a property (inspection)	\$ 346.02	\$ 356.64	Y	3.1%	"
28	Vacant Building Quarterly Inspection Fee	\$ 283.19	\$ 292.03	Y	3.1%	"
29	Licensing Tribunal and Property Standards Committee decisions	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fees set at 100% cost recovery
<b>Municipal Law Enforcement Contractor Services Administration:</b>						
30	- Administration Fee for invoices less than or equal to \$600 (before tax)	\$ 95.58	\$ 98.23	Y	2.8%	Guideline increase, rounded to the nearest dollar after HST applied
31	- Administration Fee for invoices greater than \$600 (before tax)	\$ 215.04	\$ 221.24	Y	2.9%	"
32	- Administration Fee for requests for file review	\$ 35.40	\$ 36.28	Y	2.5%	"
33	Application Fee for outdoor commercial patio exemption permits	\$ 510.00	\$ 525.00	N	2.9%	Guideline increase, rounded to the nearest dollar
34	a) Inspection Fee	\$ 202.00	\$ 208.00	N	3.0%	Guideline increase, rounded to the nearest dollar
35	Paid Duty Municipal Law Enforcement	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fees set at 100% cost recovery

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Sign By-Law Fees**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>PERMITS FOR SIGNS</b>						
<b>SIGN TYPE</b>						
Mobile Sign						
1	- for 28 consecutive days	\$ 126.00	\$ 130.00	N	3.2%	Guideline increase, rounded to the nearest dollar
2	- for 14 consecutive days	\$ 85.00	\$ 88.00	N	3.5%	"
3	Mobile Sign advertising a grand opening or closing promotional event (for 7 consecutive days)	\$ 192.00	\$ 198.00	N	3.1%	"
4	Sidewalk Sign (per year)	\$ 98.00	\$ 101.00	N	3.1%	"
5	Banner (for 28 consecutive days)	\$ 98.00	\$ 101.00	N	3.1%	"
6	Banner advertising a grand opening or closing promotional event (for 7 consecutive days)	\$ 192.00	\$ 198.00	N	3.1%	"
7	Inflatable Sign (for 7 consecutive days)	\$ 98.00	\$ 101.00	N	3.1%	"
8	New Home Development Portable Sign (per year)	\$ 64.00	\$ 66.00	N	3.1%	"
9	Sign permit fee for any new permanent signs/per property per occasion	\$ 149.00	\$ 153.00	N	2.7%	"
10	Sign permit fee for changes to existing signs/per property per occasion	\$ 230.00	\$ 237.00	N	3.0%	"
11	Corrugated Plastic Sign (yearly permit fee per location per property)	\$ 149.00	\$ 153.00	N	2.7%	"
12	A-frame signs on sidewalks (permit fee for a three-year period)	\$ 154.00	\$ 159.00	N	3.2%	"
Digital Boards						
13	Annual Sign Permit Fee	\$ 2,000.00	\$ 2,000.00	Y	0.0%	
<b>SIGN VARIANCE APPLICATION</b>						
Sign variance fees appear under "Planning" Division						
<b>ENFORCEMENT FEES</b>						
14	Removal of an Unlawful Permanent Sign - per sign (or the actual cost of removing the sign, whichever is greater)	\$ 246.01	\$ 253.10	Y	2.9%	Guideline increase, rounded to the nearest dollar
15	Storage Charge for an Unlawful Permanent Sign - per sign/day	\$ 62.83	\$ 64.60	Y	2.8%	"
16	Removal of an Unlawful Mobile Sign - per sign (or the actual cost of removing the sign, whichever is greater)	\$ 246.01	\$ 253.10	Y	2.9%	"
17	Storage Charge for an Unlawful Mobile Sign - per sign/day	\$ 62.83	\$ 64.60	Y	2.8%	"
18	a) Inspection Fee	\$ 62.83	\$ 64.60	Y	2.8%	"
19	Storage Charge for an Unlawful Portable Sign - per sign/day	\$ 35.40	\$ 36.28	Y	2.5%	"
20	Storage Charge for an Unlawful Election Sign - per sign/day	\$ 35.40	\$ 36.28	Y	2.5%	"
21	Annual Inspection Fee (existing non-conforming overhanging signs)	\$ 106.19	\$ 109.73	Y	3.3%	"
Note: the permit fees for Ground Signs, Awnings, Canopies, Marquees, Parapet Signs, Projecting Signs, Wall Signs and Billboards appear under "Building Services - Building Permit Fees"						

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - Lottery Licensing

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Lottery Licence Application Administration Fee	\$ 66.37	\$ 68.14	Y	2.7%	Guideline increase, rounded to nearest dollar after HST applied. Standardize Application Fees (same as admin fee on new license applications)
2	Lottery Licence Fee - Bingo (per event)	\$ 165.00	\$ 165.00	N	0.0%	Maximum fee allowed per Provincial guidelines
3	Lottery Licence Fee - Nevada	Up to maximum of 3% prize value	Up to maximum of 3% prize value	N	N/A	Fees set by the province
4	Lottery Licence Fee - Raffles	Up to maximum of 3% prize value	Up to maximum of 3% prize value	N	N/A	"
5	Lottery Licence Fee - Others	Varies by type and mandated by the province	Varies by type and mandated by the province	N	N/A	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Animal Services**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Impound Fees (Standard Rate)</b>						
1	Licensed Dog - 1st Offence	\$ 65.00	\$ 67.00	N	3.1%	Guideline increase, rounded to the nearest dollar
2	Licensed Dog - Subsequent Offence	\$ 175.00	\$ 180.00	N	2.9%	"
3	Unlicensed Dog - 1st Offence	\$ 104.00	\$ 107.00	N	2.9%	"
4	Unlicensed Dog - Subsequent Offence	\$ 175.00	\$ 180.00	N	2.9%	"
5	Dangerous or Potentially Dangerous Dog	\$ 589.00	\$ 648.00	N	10.0%	Increase to bring fees to market value
6	Cat ( identified [1] and unidentified)	\$ 25.00	\$ 26.00	N	4.0%	Guideline increase, rounded to the nearest dollar
7	Cat (identified [1] and unidentified)- Subsequent Offence	\$ 40.00	\$ 41.00	N	2.5%	"
8	Multiple Small Domestic Animals (up to 6)	\$ 54.00	\$ 56.00	N	3.7%	"
9	Other Small Domestic Animal [2]	\$ 54.00	\$ 25.00	N	-53.7%	recommended reduced fee due to lack of claiming of these types of animals - only claim out about 1% of small domestic animals due to cost to replace cheaper than claim - also costs more for shelter to house animal long term vs. claiming at a reduced fee to owner
10	Snake or Reptile	\$ 56.00	\$ 25.00	N	-55.4%	"
11	Livestock - Small	\$ 134.00	\$ 138.00	N	3.0%	Guideline increase, rounded to the nearest dollar
12	Livestock - Large	\$ 284.00	\$ 293.00	N	3.2%	"
<b>Impound Fees (Senior &amp; Disabled Rate)</b>						
13	Licensed Dog - 1st Offence	\$ 60.00	\$ 62.00	N	3.3%	Guideline increase, rounded to the nearest dollar
14	Licensed Dog - Subsequent Offence	\$ 94.00	\$ 97.00	N	3.2%	"
15	Unlicensed Dog - 1st Offence	\$ 94.00	\$ 97.00	N	3.2%	"
16	Unlicensed Dog - Subsequent Offence	\$ 153.00	\$ 158.00	N	3.3%	"
17	Dangerous or Potentially Dangerous Dog	\$ 589.00	\$ 648.00	N	10.0%	Increase to bring fees to market value
18	Cat (identified [1] and unidentified)	\$ 25.00	\$ 26.00	N	4.0%	Guideline increase, rounded to the nearest dollar
19	Cat (identified [1] and unidentified)- Subsequent Offence	\$ 35.00	\$ 36.00	N	2.9%	"
20	Multiple Small Domestic Animals (up to 6)	\$ 45.00	\$ 46.00	N	2.2%	"
21	Other Small Domestic Animal [2]	\$ 45.00	\$ 25.00	N	-44.4%	recommended reduced fee due to lack of claiming of these types of animals - only claim out about 1% of small domestic animals due to cost to replace cheaper than claim - also costs more for shelter to house animal long term vs. claiming at a reduced fee to owner
22	Snake or Reptile	\$ 52.00	\$ 25.00	N	-51.9%	"
23	Livestock - Small	\$ 120.00	\$ 132.00	N	10.0%	Increase to bring fees to market value
24	Livestock - Large	\$ 250.00	\$ 275.00	N	10.0%	Increase to bring fees to market value



## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Live Surrender Fees - [3] (Standard Rate)</b>						
25	Dog (unlicensed)	\$ 175.22	\$ 175.22	Y	0.0%	Recommend no increase in fee. Service fee needs to encourage humane surrendering not abandonment. Also following industry standards
26	Dog (licensed)	\$ 138.94	\$ 138.94	Y	0.0%	Lower rate is an incentive for licensing your pet
27	Cat (unregistered)	\$ 175.22	\$ 175.22	Y	0.0%	No increase, increasing it over 200.00 would encourage customers to go elsewhere or possibly dump their animals.
28	Cat (registered)	\$ 138.94	\$ 138.94	Y	0.0%	Lower rate is an incentive for licensing your pet
29	Litter (up to 6) - Canine or Feline	\$ 62.83	\$ 62.83	Y	0.0%	"
30	a) Inspection Fee	\$ 62.83	\$ 64.60	Y	2.8%	Guideline increase, rounded to the nearest dollar after HST applied
31	Rabbit (individual)	\$ 62.83	\$ 62.83	Y	0.0%	<b>NEW FEE</b> - added rabbit as own category due to the increase in surrenders received for 2019 year, double from previous year, recommend no guideline increase as want to prevent abandonment due to cost of surrender
32	Multiple Small Domestic Animals (up to 6)	\$ 62.83	\$ 62.83	Y	0.0%	Recommend no increase in fee. Service fee needs to encourage humane surrendering not abandonment. Also following industry standards
33	Small Livestock	\$ 115.93	\$ 119.47	Y	3.1%	Guideline increase, rounded to the nearest dollar after HST applied
<b>Live Surrender Fees - [3] (Senior &amp; Disabled Rate)</b>						
34	Dog (unlicensed)	\$ 138.94	\$ 138.94	Y	0.0%	Recommend no increase in fee. Service fee needs to encourage humane surrendering not abandonment. Also following industry standards
35	Dog (licensed)	\$ 102.65	\$ 102.65	Y	0.0%	benefit for licensing your pet
36	Cat (not registered)	\$ 138.94	\$ 138.94	Y	0.0%	Recommend no increase in fee. Service fee needs to encourage humane surrendering not abandonment. Also following industry standards
37	Cat (registered)	\$ 102.65	\$ 102.65	Y	0.0%	benefit for licensing your pet
38	Litter (up to 6) - Canine or Feline	\$ 49.56	\$ 49.56	Y	0.0%	Recommend no increase in fee. Service fee needs to encourage humane surrendering not abandonment. Also following industry standards
39	Other Small Domestic Animal [4]	\$ 49.56	\$ 49.56	Y	0.0%	Recommend no increase in fee. Service fee needs to encourage humane surrendering not abandonment. Also following industry standards
40	Multiple Small Domestic Animals (up to 5)	\$ 49.56	\$ 49.56	Y	0.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
41	Small Livestock	\$ 102.65	\$ 102.65	Y	0.0%	"
<b>Cadaver Surrender Fees (Standard Rate)</b>						
42	Dog	\$ 118.58	\$ 118.58	Y	0.0%	recommend no increase in fee, Service fee needs to prevent people from calling in animal as a stray/dumping deceased animal - also following industry standards
43	Dog - Small	\$ 52.21	\$ 52.21	Y	0.0%	"
44	Cat	\$ 53.10	\$ 53.10	Y	0.0%	"
45	Litter - Canine or Feline (up to 5) (under 12 weeks)	\$ 53.10	\$ 53.10	Y	0.0%	"
46	Other Small Domestic Animal [4]	\$ 53.10	\$ 53.10	Y	0.0%	"
47	Multiple Small Domestic Animals (up to 5)	\$ 53.10	\$ 53.10	Y	0.0%	"
48	Small Livestock	\$ 92.04	\$ 92.04	Y	0.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Planning & Economic Development  
 Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
	<b>Cadaver Surrender Fees (Senior &amp; Disabled Rate)</b>					<b>added licensed/registered animals to this discount to encourage licensing and registration of pets. NEW FEE</b>
49	Dog	\$ 92.04	\$ 92.04	Y	0.0%	recommend no increase in fee, Service fee needs to prevent people from calling in animal as a stray/dumping deceased animal - also following industry standards
50	Dog - Small	\$ 37.17	\$ 37.17	Y	0.0%	"
51	Cat	\$ 38.05	\$ 38.05	Y	0.0%	"
52	Litter - Canine or Feline (up to 5) (under 12 weeks)	\$ 38.05	\$ 38.05	Y	0.0%	"
53	Other Small Domestic Animal [4]	\$ 38.05	\$ 38.05	Y	0.0%	"
54	Multiple Small Domestic Animals (up to 5)	\$ 38.05	\$ 38.05	Y	0.0%	"
55	Small Livestock	\$ 59.29	\$ 59.29	Y	0.0%	"
	<b>Boarding Fees (Standard Rate Per Day)</b>					
56	Dog	\$ 17.00	\$ 18.00	N	5.9%	Guideline increase, rounded to the nearest dollar
57	Dangerous or Potentially Dangerous Dog	\$ 34.00	\$ 60.00	N	76.5%	increasing to match other boarding fee applied to dangerous/potentially dangerous dog due to increase risk to staff
58	Cat	\$ 12.00	\$ 13.00	N	8.3%	guideline increase, brought up to \$13.00
59	Other Small Domestic Animal	\$ 6.00	\$ 7.00	N	16.7%	guideline increase, brought up to \$7.00
60	Small Livestock	\$ 33.00	\$ 34.00	N	3.0%	guideline increase, rounded to nearest dollar
61	Large Livestock	\$ 55.00	\$ 57.00	N	3.0%	"
	<b>Boarding Fee (Senior &amp; Disable Rate - Per Day )</b>					
62	Dog	\$ 11.00	\$ 12.00	N	9.1%	Guideline increase, brought up to even \$12.00
63	Dangerous or Potentially Dangerous Dog	\$ 34.00	\$ 60.00	N	76.5%	increasing to match other boarding fee applied to dangerous/potentially dangerous dog due to increase risk to staff
64	Cat	\$ 6.00	\$ 7.00	N	16.7%	guideline increase, brought up to \$7.00
65	Other Small Domestic Animal	\$ 6.00	\$ 7.00	N	16.7%	guideline increase, brought up to \$7.00
66	Small Livestock	\$ 17.00	\$ 18.00	N	5.9%	Guideline increase, rounded to the nearest dollar
67	Large Livestock	\$ 38.00	\$ 39.00	N	2.6%	"
	<b>Trap Rentals</b>					
68	Small Trap - Deposit	\$ 77.00	\$ -	N	-100.0%	removing fee - not renting traps
69	Large Trap - Deposit	\$ 105.00	\$ -	N	-100.0%	removing fee - not renting traps
70	Small or Large Trap - Rental (per day)	\$ 11.00	\$ -	Y	-100.0%	removing fee - not renting traps
71	Small or Large Trap - Trap delivery / set up	\$ 38.00	\$ -	Y	-100.0%	removing fee - not renting traps

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Animal Services**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Miscellaneous</b>						
72	Vietnamese Pot Bellied Pig Licence	\$ 39.00	\$ 40.00	N	2.6%	Guideline increase, rounded to the nearest dollar
73	Voluntary Cat Registration	\$ 13.00	\$ 15.00	N	15.4%	increasing by \$2.00 as this fee hasn't increased in many years
74	Quarantine per day - Dog	\$ 34.00	\$ 37.00	N	10.0%	Increase to bring fees to market value
75	Quarantine per day - Dangerous or Potentially Dangerous Dog	\$ 58.00	\$ 64.00	N	10.0%	Increase to bring fees to market value
76	Quarantine per day - Cat	\$ 24.00	\$ 26.00	N	10.0%	Increase to bring fees to market value
77	Hearing Fee re: Dangerous or Potentially Dangerous Dog	\$ 168.00	\$ 185.00	N	10.0%	Increase to bring fees to market value
78	Microchip implant	\$ 22.13	\$ 22.12	Y	0.0%	Fees need to align with Rabies Vaccines Clinic charge to avoid confusing the public. Fees need to be set at rate that is affordable to general public and encourage providing pets with identification. Set fee at 25.00 after HST. 22.13 before HST.
79	Wildlife removal from private trap - release on site	\$ 57.52	\$ 62.83	Y	10.0%	Increase to bring fees to market value
80	Wildlife removal from private trap - Euthanasia [5]	\$ 97.35	\$ 107.08	Y	10.0%	Increase to bring fees to market value
81	Pet Transport (Ambulance)	\$ 74.34	\$ 76.99	Y	3.6%	Guideline increase, rounded to the nearest dollar after HST applied
82	Cat Cardboard Carrier	\$ 5.31	\$ -	Y	-100.0%	<b>recommend removing fee as these are not sold to the public - for internal use only/adoption promotion</b>
83	Dog Leash	\$ 4.42	\$ -	Y	-100.0%	<b>recommend removing fee as these are not sold to the public - for internal use only/adoption promotion</b>
84	Poopbag Refill Bags	\$ 4.42	\$ 5.31	Y	20.0%	<b>these had been removed a few years ago from fee schedule in error - putting back on fee schedule with guideline increase, rounded up to nearest dollar after HST applied</b>
85	Admin Fee (e.g. for special billing arrangements)	\$ 28.32	\$ 30.09	Y	5.0%	Increase to bring fees to market value
86	Engraving (Urns)	\$ 10.62	\$ 11.50	Y	8.3%	Guideline increase, rounded to the nearest dollar after HST applied
87	Special Cremation Fee	\$ 131.86	\$ 135.40	Y	2.7%	"
88	Clay Paw Print	\$ 29.20	\$ 30.09	Y	3.0%	"
89	Painted Paw Print	\$ 44.25	\$ 46.02	Y	4.0%	"
90	Animal Assistance Fee - per hour	\$ 46.90	\$ 51.33	Y	10.0%	Increase to bring fees to market value
<b>Animal Adoption Fees</b>						
91	Dog/Puppy	\$ 254.87	\$ 262.83	Y	3.1%	Guideline increase, rounded up to the nearest dollar after HST applied
92	Dog Senior/Special Needs	\$25.66-\$76.11	\$26.43-\$78.39	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Planning & Economic Development**  
**Division: Licensing & By-law Services - Animal Services**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
93	Cat/Kitten	\$ 153.10	\$ 157.52	Y	2.9%	"
94	Cat Senior/Special Needs	\$25.66-\$76.11	\$26.43-\$78.39	Y	3.0%	"
95	Small Domestic Animal/Bird/Other	\$5.31-101.77	\$5.47-104.82	Y	3.0%	"
96	Snake or Reptile	\$5.31-101.78	\$5.47-104.82	Y	3.0%	"
<b>NOTES</b>						
	[1] Micro-chipped, engraved collar, tattooed, registered					
	[2] Rabbits, rodents, song birds, etc.					
	[3] Includes cremation					
	[4] Excludes Fish - no charge					
	[5] No Charge if animal fatally injured prior to capture or poses bona fide threat					

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Healthy and Safe Communities**  
**Division: Hamilton Fire Department**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Triggering alarm not including testing alarm:</b>						
1	4th or subsequent response in a 30 day period (property owner or individual responsible, where this can be determined)	\$ 511.55	\$ 526.90	N	3.0%	Guideline increase, rounded to nearest nickel
2	6th or subsequent response in a calendar year (property owner or individual responsible, where this can be determined)	\$ 511.55	\$ 526.90	N	3.0%	"
3	Testing alarm without notification to Fire Department (property owner)	\$ 731.55	\$ 753.50	N	3.0%	"
<b>Responses for Motor vehicles</b>						
4	Within City, for a motor vehicle owned by a person who does not reside in the City (motor vehicle owner) Fee per Fire Department vehicle for the 1st hour divided equally among motor vehicle owners if more than one motor vehicle	\$ 511.55	\$ 526.90	N	3.0%	Guideline increase, rounded to nearest nickel
5	- Each Additional Hour (In Half Hour Increments)	\$ 255.80	\$ 263.50	N	3.0%	"
<b>Response for Open Air Burning</b>						
6	Non-compliance with the Open Air Burning By-law including non-compliance with a permit issued under the By-law – second or subsequent response in a 12 month period (property owner) Fee per Fire Department vehicle for the 1st hour	\$ 511.55	\$ 526.90	N	3.0%	Guideline increase, rounded to nearest nickel
7	- Each Additional Hour (In Half Hour Increments)	\$ 255.80	\$ 263.50	N	3.0%	"
<b>Response for Natural Gas Leaks</b>						
8	Failure to obtain Utility Service Locate (property owner) Fee per Fire Department vehicle for the 1st hour	\$ 511.55	\$ 526.90	N	3.0%	Guideline increase, rounded to nearest nickel
9	- Each Additional Hour (In Half Hour Increments)	\$ 255.80	\$ 263.50	N	3.0%	"
<b>Reports / Letters / File Searches</b>						
10	Fire Department response report	\$ 41.02	\$ 42.26	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
11	Clearance/status letter	\$ 36.90	\$ 38.00	N	3.0%	Guideline increase, rounded to nearest nickel
12	Outstanding work order file search	\$ 72.50	\$ 74.70	N	3.0%	"
13	Environmental property search	\$ 482.75	\$ 497.25	N	3.0%	"
<b>Fire Routes</b>						
14	Establishing new fire routes or reviewing existing fire routes	\$ 245.75	\$ 253.10	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
<b>Events</b>						
15	Non-emergency stand-by for events (e.g. film events, demolition derbies) per vehicle	\$ 511.50	\$ 526.86	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
16	Full cost recovery for crew		<b>Full Cost Recovery</b>	Y		
17	Approvals for pyrotechnic and firework displays and film shoot pyrotechnics	\$ -	\$ 320.00	Y	NEW	
18	Capacity cards upon request	\$ -	\$ 150.00	Y	NEW	

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Hamilton Fire Department

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Inspections of Residential Buildings</b>						
19	Daycares – licensed	\$ 163.94	\$ 168.85	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
20	Daycares – private home	\$ 68.23	\$ 70.31	Y	3.0%	"
21	Foster care homes with a capacity of less than or equal to 4	\$ 68.23	\$ 70.31	Y	3.0%	"
22	Group homes with a capacity of less than or equal to 4	\$ 68.23	\$ 70.31	Y	3.0%	"
23	Foster care homes with a capacity of more than 4	\$ 259.51	\$ 267.30	Y	3.0%	"
24	Group homes with a capacity of more than 4	\$ 259.51	\$ -		-100.0%	<b>DELETE</b>
25	Student housing, Bed & Breakfast, Lodging house	\$ 259.51	\$ 267.30	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
26	Residential buildings with 1 dwelling	\$ 68.23	\$ 70.31	Y	3.0%	"
27	Residential buildings with 2 dwellings	\$ 327.79	\$ 337.61	Y	3.0%	"
28	Residential buildings with less than 4 stories and more than 2 dwelling units	\$ 573.54	\$ 590.75	Y	3.0%	"
29	Residential buildings with 4 - 6 stories	\$ 969.65	\$ 998.76	Y	3.0%	"
30	Residential buildings with 7 - 11 stories	\$ 1,132.70	\$ 1,166.68	Y	3.0%	"
31	Residential buildings with 12 - 18 stories	\$ 1,296.86	\$ 1,335.75	Y	3.0%	"
32	Residential buildings with more than 18 stories	\$ 1,637.35	\$ 1,686.46	Y	3.0%	"
<b>Inspections of Non-Residential Buildings</b>						
33	Non-residential buildings with less than 5 stories and less than 3,000 sq. ft per floor	\$ 259.51	\$ 267.30	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
34	Non-residential buildings with less than 5 stories and 3,000 sq. ft to 5,000 sq. ft per floor	\$ 409.96	\$ 422.26	Y	3.0%	"
35	Non-residential buildings with less than 5 stories and more than 5,000 sq. ft per floor	\$ 546.59	\$ 563.01	Y	3.0%	"
36	Non-residential buildings with 5 or more stories and less than 3,000 sq. ft per floor	\$ 613.85	\$ 632.30	Y	3.0%	"
37	Non-residential buildings with 5 or more stories and 3,000 to 5,000 sq. ft per floor	\$ 723.85	\$ 745.62	Y	3.0%	"
38	Non-residential buildings with 5 or more stories and more than 5,000 sq. ft per floor	\$ 969.56	\$ 998.63	Y	3.0%	"
<b>Other Inspections</b>						
39	AGCO liquor licence – indoor	\$ 177.43	\$ 183.19	Y	3.2%	Guideline increase, rounded to nearest nickel after HST applied
40	AGCO liquor licence – patio	\$ 81.81	\$ 84.96	Y	3.8%	"
41	Municipal business licence	\$ 144.42	\$ 149.56	Y	3.6%	"
42	Open air burning	\$ 163.94	\$ 168.85	Y	3.0%	"
<b>All Re-Inspections</b>						
43	2nd or subsequent re-inspection	\$ 68.23	\$ 70.31	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
<b>Permits</b>						
44	Family fireworks sale permit – store	\$ 204.91	\$ 211.06	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Hamilton Fire Department

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
45	Family fireworks sale permit – trailer	\$ 409.65	\$ 421.95	Y	3.0%	"
46	Open air burning permit	\$ 10.00	\$ 25.00	N	150.0%	Full Cost Recovery
<b>Risk and Safety Management Plan Reviews (RSMPs) for Propane Facilities</b>						
47	Level 2 propane facility (propane volume > 5K water gallons) – first RSMP	\$ 2,880.13	\$ 2,966.55	Y	3.0%	Guideline increase, rounded to nearest nickel after HST applied
48	Level 2 propane facility (propane volume > 5K water gallons) – renewal RSMP	\$ 1,440.13	\$ 1,483.36	Y	3.0%	"
49	Level 2 propane facility (propane volume > 5K water gallons) – new RSMP resulting from modification or expansion of the propane facility	\$ 2,131.33	\$ 2,195.31	Y	3.0%	"
50	Level 1 propane facility (propane volume ≤ 5K water gallons) – all RSMPs	\$ 288.01	\$ 296.64	Y	3.0%	"
<b>Extraordinary Costs</b>						
51	Costs in addition to costs ordinarily incurred to eliminate an emergency or risk, preserve property or evidence, or to investigate, including but not limited to: - renting equipment (e.g. specialized equipment); - hiring contractors; - hiring professional services (e.g. engineering services); - using consumable materials (e.g. foam) - replacing damaged equipment (e.g. bunker gear, firefighting hose); or - purchasing materials (e.g. shoring lumber)	Full Cost Recovery	Full Cost Recovery		N/A	
52	Alternative Solutions Review for Ontario Fire Code	\$ -	\$ 803.00	Y	NEW	

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.



## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities

Division: Lodges and Ontario Works

Fee increase Effective Jan 1, 2020 unless otherwise indicated

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Macassa Lodge</b>						
1	Day Program - All Day	\$ 22.08	\$ 22.75	N	3.0%	Guideline increase, user fee increase effective April 1, 2020
<b>Wentworth Lodge</b>						
2	Meals-on-Wheels	\$ 6.98	\$ 7.20	N	3.0%	Guideline increase, rounded to nearest nickel
<b>Helping Hands Program</b>						
3	Regular Cleaning (1 Hour Minimum)	\$ 9.65	\$ 9.95	N	3.1%	Guideline increase, rounded to nearest nickel
4	Heavy Cleaning (1 Hour Minimum) (Wall Washing, Window Cleaning, Rug Shampoo)	\$ 12.75	\$ 13.15	N	3.1%	"
5	Lawn Maintenance (1 Hour Minimum)	\$ 12.75	\$ 13.15	N	3.1%	"
6	Snow Shoveling (1 Hour Minimum)	\$ 12.75	\$ 13.15	N	3.1%	"
7	Lawn Crew Services (1 Hour Minimum)	\$ 18.05	\$ 18.60	N	3.0%	"
8	Snow Crew Services (1 Hour Minimum)	\$ 18.05	\$ 18.60	N	3.0%	"
9	Air Conditioner Install or Removal (1 Hour Minimum)	\$ 18.05	\$ 18.60	N	3.0%	"
10	Annual Administrative Fee	\$ 36.42	\$ 36.42	Y	0.0%	Since there is no guarantee of service, NOT applying increase to this fee.

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Chedoke Green Fees-Beddoe</b>						
1	Monday to Thursday - 18 Holes	\$ 39.59	\$ 40.77	Y	3.0%	Fee increase as per Guideline
2	Fri/Sat/Sun/Holidays - 18 Holes	\$ 46.04	\$ 47.42	Y	3.0%	"
3	Senior (60&up) - Monday to Thursday - 18 Holes	\$ 34.99	\$ 36.04	Y	3.0%	"
4	Senior (60&up) - Fri/Sat/Sun/Holidays - 18 Holes	\$ 39.59	\$ 40.77	Y	3.0%	"
5	Junior (18&under) - after 11 am	\$ 25.78	\$ 26.55	Y	3.0%	"
6	Twilight - Monday to Thursday	\$ 27.62	\$ 28.45	Y	3.0%	"
7	Twilight - Fri/Sat/Sun/Holidays	\$ 32.22	\$ 33.19	Y	3.0%	"
8	9 Hole - Monday to Thursday	\$ 23.01	\$ 23.70	Y	3.0%	"
9	9 Hole - Fri/Sat/Sun/Holidays	\$ 25.78	\$ 26.55	Y	3.0%	"
10	9 Hole Senior (60&up) - Monday to Thursday	\$ 20.26	\$ 20.86	Y	3.0%	"
11	9 Hole Senior (60&up)- Fri/Sat/Sun/Holidays	\$ 22.10	\$ 22.76	Y	3.0%	"
12	Sunset - after 6pm	\$ 23.01	\$ 23.70	Y	3.0%	"
<b>Chedoke Green Fees - Martin</b>						
13	Monday to Thursday - 18 Holes	\$ 30.38	\$ 31.29	Y	3.0%	"
14	Fri/Sat/Sun/Holidays - 18 Holes	\$ 34.99	\$ 36.04	Y	3.0%	"
15	Senior (60&up) - Monday to Thursday - 18 Holes	\$ 26.70	\$ 27.50	Y	3.0%	"
16	Senior (60&up) - Fri/Sat/Sun/Holidays - 18 Holes	\$ 29.46	\$ 30.35	Y	3.0%	"
17	Junior (18&under) - after 11 am	\$ 20.26	\$ 20.86	Y	3.0%	"
18	Twilight - Monday to Thursday	\$ 21.17	\$ 21.81	Y	3.0%	"
19	Twilight - Fri/Sat/Sun/Holidays	\$ 24.86	\$ 25.60	Y	3.0%	"
20	9 Hole - Monday to Thursday	\$ 17.49	\$ 18.01	Y	3.0%	"
21	9 Hole - Fri/Sat/Sun/Holidays	\$ 19.33	\$ 19.91	Y	3.0%	"
22	9 Hole Senior (60&up) - Monday to Thursday	\$ 15.65	\$ 16.12	Y	3.0%	"
23	9 Hole Senior (60&up)- Fri/Sat/Sun/Holidays	\$ 16.57	\$ 17.07	Y	3.0%	"
24	Sunset - after 6pm	\$ 17.49	\$ 18.01	Y	3.0%	"
<b>Chedoke Beddoe (only) Advantage Packs</b>						
25	12 Rounds	\$ 433.20	\$ 446.20	Y	3.0%	"
26	24 Rounds	\$ 814.56	\$ 839.00	Y	3.0%	"
<b>Chedoke Golf Memberships</b>						
27	Beddoe & Martin - Adult - any day	\$ 1,836.82	\$ 1,891.92	Y	3.0%	"
28	Beddoe & Martin - Couples - any day	\$ 3,214.42	\$ 3,310.85	Y	3.0%	"
29	Beddoe & Martin - Junior (18 & under) - any day	\$ 460.36	\$ 474.17	Y	3.0%	"
30	Beddoe & Martin - Senior (60 & over) - Monday to Friday only, excluding holidays	\$ 1,377.61	\$ 1,418.94	Y	3.0%	"
31	Beddoe & Martin - Weekday (excluding holidays)	\$ 1,377.61	\$ 1,418.94	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
32	Martin-Adult	\$ 1,196.92	\$ 1,232.83	Y	3.0%	"
33	Martin-Couples	\$ 2,094.61	\$ 2,157.44	Y	3.0%	"
34	Martin-Junior (18 & under) - any day	\$ 322.24	\$ 331.91	Y	3.0%	"
35	Martin-Senior (60 & over) - Monday to Friday only, excluding holidays	\$ 897.69	\$ 924.62	Y	3.0%	"
36	Martin-Weekday - excluding holidays	\$ 897.69	\$ 924.62	Y	3.0%	"
37	City Wide - Adult	\$ 2,388.35	\$ 2,460.00	Y	3.0%	"
38	City Wide - Couples	\$ 4,005.07	\$ 4,125.22	Y	3.0%	"
39	City Wide - Senior	\$ 1,736.99	\$ 1,789.10	Y	3.0%	"
40	City Wide - Weekday - excluding holidays	\$ 1,809.36	\$ 1,863.64	Y	3.0%	"
41	Intermediate Membership (19 - 34) - Any day	\$ 918.00	\$ 945.54	Y	3.0%	"
	<b>Flex Pass - Chedoke - Beddoe</b>					
	<i>Flex Pass Characteristics - ADULT</i>					
42	Activation Fee to Purchase Pass - One Time Fee	\$ 265.00	\$ 272.95	Y	3.0%	"
43	Peak Green Fee (25% off before 11am)	\$ 30.97	\$ 31.90	Y	3.0%	"
44	Non-Peak Green Fee (40% off)	\$ 24.78	\$ 25.52	Y	3.0%	"
45	Merchandise and Food and Beverage Discount (Excluding Alcohol)	10% off	10% off	Y	N/A	"
	<i>Flex Pass Characteristics - SENIOR (60+)</i>					
46	Activation Fee to Purchase Pass - One Time Fee	\$ 225.00	\$ 231.75	Y	3.0%	"
47	Peak Green Fee (25% off before 11am)	\$ 26.55	\$ 27.35	Y	3.0%	"
48	Non-Peak Green Fee (40% off)	\$ 21.24	\$ 21.88	Y	3.0%	"
49	Merchandise and Food and Beverage Discount (Excluding Alcohol)	10% off	10% off	Y	N/A	"
	<i>Flex Pass Characteristics - ADULT</i>					
50	Activation Fee to Purchase Pass - One Time Fee	\$ 265.00	\$ 272.95	Y	3.0%	"
51	Peak Green Fee (25% off before 11am)	\$ 18.58	\$ 19.14	Y	3.0%	"
52	Non-Peak Green Fee (40% off)	\$ 18.58	\$ 19.14	Y	3.0%	"
53	Merchandise and Food and Beverage Discount (Excluding Alcohol)	10% off	10% off	Y	N/A	"
	<i>Flex Pass Characteristics - SENIOR (60+)</i>					
54	Activation Fee to Purchase Pass - One Time Fee	\$ 225.00	\$ 231.75	Y	3.0%	"
55	Peak Green Fee (25% off before 11am)	\$ 15.93	\$ 16.41	Y	3.0%	"
56	Non-Peak Green Fee (40% off)	\$ 15.93	\$ 16.41	Y	3.0%	"
57	Merchandise and Food and Beverage Discount (Excluding Alcohol)	10% off	10% off	Y	N/A	"
	<b>Golf Carts - All Courses</b>					
58	9 hole pull cart	\$ 2.65	\$ 2.73	Y	3.0%	Fee increase as per Guideline

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
59	18 hole pull cart	\$ 4.42	\$ 4.55	Y	3.0%	"
60	18 hole power cart	\$ 30.09	\$ 30.99	Y	3.0%	"
61	18 hole power cart - single rider	\$ 16.81	\$ 17.31	Y	3.0%	"
62	9 hole power cart	\$ 17.70	\$ 18.23	Y	3.0%	"
63	9 hole power cart - single rider	\$ 8.85	\$ 9.12	Y	3.0%	"
64	Sunset (After 6pm) Power cart	\$ 8.85	\$ 9.12	Y	3.0%	"
65	Sunset (After 6pm) Pull cart	\$ 2.65	\$ 2.73	Y	3.0%	"
<b>Notes:</b>						
Golf Assoc of Ont (GOA) Fee is added on top of regular fee.						

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>King's Forest Green Fees</b>						
1	Monday to Thursday - 18 Holes	\$ 55.25	\$ 56.90	Y	3.0%	Fee increase as per Guideline
2	Fri/Sat/Sun/Holidays - 18 Holes	\$ 62.61	\$ 64.49	Y	3.0%	"
3	Senior (60&up) - Monday to Thursday - 18 Holes	\$ 42.35	\$ 43.63	Y	3.0%	"
4	Senior (60&up) - Fri/Sat/Sun/Holidays - 18 Holes	\$ 48.79	\$ 50.26	Y	3.0%	"
5	Junior (18&under) - after 11 am	\$ 29.46	\$ 30.35	Y	3.0%	"
6	Twilight - Monday to Thursday	\$ 35.90	\$ 36.98	Y	3.0%	"
7	Twilight - Fri/Sat/Sun/Holidays	\$ 39.59	\$ 40.77	Y	3.0%	"
8	9 Hole - Any day	\$ 29.46	\$ 30.35	Y	3.0%	"
9	9 Hole Senior (60&up) - Any day	\$ 24.86	\$ 25.60	Y	3.0%	"
<b>King's Forest (only) Advantage Packs</b>						
10	12 Rounds	\$ 590.48	\$ 608.19	Y	3.0%	"
11	24 Rounds	\$ 1,142.86	\$ 1,177.14	Y	3.0%	"
<b>King's Forest Golf Memberships</b>						
12	King's Forest -Adult	\$ 1,932.82	\$ 1,990.81	Y	3.0%	"
13	King's Forest -Couples	\$ 3,478.23	\$ 3,582.58	Y	3.0%	"
14	King's Forest -Junior (18&under) - any day	\$ 461.39	\$ 475.23	Y	3.0%	"
15	King's Forest -Senior (60 & over) Monday to Friday only, excluding holidays	\$ 1,379.37	\$ 1,420.75	Y	3.0%	"
16	King's Forest -Weekday	\$ 1,425.14	\$ 1,467.89	Y	3.0%	"
17	City Wide - Adult	\$ 2,389.42	\$ 2,461.10	Y	3.0%	"
18	City Wide - Couples	\$ 4,005.07	\$ 4,125.22	Y	3.0%	"
19	City Wide-Senior	\$ 1,736.99	\$ 1,789.10	Y	3.0%	"
20	City Wide - Weekday	\$ 1,809.36	\$ 1,863.64	Y	3.0%	"
21	Intermediate Membership (19 - 34) - Any day	\$ 1,020.00	\$ 1,050.60	Y	3.0%	"
22	Lower banquet room rental per hour	\$ 51.00	\$ 52.53	Y	3.0%	"
23	Main banquet room rental per hour	\$ 76.50	\$ 78.80	Y	3.0%	"
<b>Flex Pass - King's Forest</b>						
<i>Flex Pass Characteristics - ADULT</i>						
24	Activation Fee to Purchase Pass - One Time Fee	\$ 265.00	\$ 272.95	Y	3.0%	"
25	Peak Green Fee (25% off before 11am)	\$ 44.25	\$ 45.58	Y	3.0%	"
26	Non-Peak Green Fee (40% off)	\$ 35.40	\$ 36.46	Y	3.0%	"
27	Merchandise and Food and Beverage Discount (Excluding Alcohol)	10% off	10% off	Y	N/A	"
<i>Flex Pass Characteristics - SENIOR (60+)</i>						
28	Activation Fee to Purchase Pass - One Time Fee	\$ 225.00	\$ 231.75	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
29	Peak Green Fee (25% off before 11am)	\$ 36.28	\$ 37.37	Y	3.0%	"
30	Non-Peak Green Fee (40% off)	\$ 29.20	\$ 30.08	Y	3.0%	"
31	Merchandise and Food and Beverage Discount (Excluding Alcohol)	10% off	10% off	Y	N/A	"
<b>Golf Carts - All Courses</b>						
32	9 hole pull cart	\$ 2.65	\$ 2.73	Y	3.0%	"
33	18 hole pull cart	\$ 4.42	\$ 4.55	Y	3.0%	"
34	18 hole power cart	\$ 30.09	\$ 30.99	Y	3.0%	"
35	18 hole power cart - single rider	\$ 16.81	\$ 17.31	Y	3.0%	"
36	9 hole power cart	\$ 17.70	\$ 18.23	Y	3.0%	"
37	9 hole power cart - single rider	\$ 8.85	\$ 9.12	Y	3.0%	"
38	Sunset (After 6pm) Power cart	\$ 8.85	\$ 9.12	Y	3.0%	"
39	Sunset (After 6pm) Pull cart	\$ 2.65	\$ 2.73	Y	3.0%	"
<b>Notes:</b>						
Golf Assoc of Ont (GOA) Fee is added on top of regular fee.						
Tournament Rates are based by weekday or weekend tournaments and at a percentage of 10% less than the regular green fee and golf cart prices.						

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Hamilton Paramedic Service

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Special Event Coverage</b>						
1	Event coverage - 1 Ambulance & 2 Paramedics - min. 4 hours	\$ 957.39	\$ <b>986.11</b>	Y	3.0%	Guideline increase, rounded to nearest nickel after HST is applied
2	- Each Additional Hour (In Half Hour Increments)	\$ 239.69	\$ <b>246.90</b>	Y	3.0%	"
3	Event coverage - First Response Unit & 1 Paramedic - min. 4 hours	\$ 745.40	\$ <b>767.79</b>	Y	3.0%	"
4	- Each Additional Hour (In Half Hour Increments)	\$ 186.42	\$ <b>192.04</b>	Y	3.0%	"
<b>Ambulance Reports/Investigations</b>						
5	Copy of Ambulance Call Reports to Outside Agencies	\$ 81.15	\$ <b>83.58</b>	Y	3.0%	Guideline increase, rounded to nearest nickel after HST is applied
6	Investigative Interview of Paramedics by Outside Agencies (Per Hour)	\$ 146.19	\$ <b>150.62</b>	Y	3.0%	"
<b>Preceptor Fees</b>						
7	Paramedic Student Equipment Fee	\$ 56.24	\$ <b>57.92</b>	Y	3.0%	Guideline increase, rounded to nearest nickel after HST is applied
8	Paramedic Student Preceptor Fee - Primary Care Paramedic (Per Hour)	\$ 1.90	\$ <b>1.99</b>	Y	4.6%	"
9	Paramedic Student Preceptor Fee - Advanced Care Paramedic (Per Hour)	\$ 2.74	\$ <b>2.83</b>	Y	3.2%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation

Fee Type: Ice  
 Dates:

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>User Group Ice Rates (Hourly)</b>						
1	Prime Time Non Subsidized	\$ 283.97	\$ 292.49	Y	3.0%	Actual operating cost of City owned arenas would be too prohibitive for the market, thus arena ice rates have been increased by 3%. Cost model is re-evaluated annually.
2	Prime Time Subsidized	\$ 153.48	\$ 158.08	Y	3.0%	"
3	Non Prime Time	\$ 212.98	\$ 219.37	Y	3.0%	"
4	Tournaments (Subsidized Groups Only)	\$ 212.98	\$ 219.37	Y	3.0%	"
5	Summer Ice Non Subsidized	\$ 306.95	\$ 316.16	Y	3.0%	"
6	Summer Ice Subsidized	\$ 212.98	\$ 219.37	Y	3.0%	"
7	Last Minute Ice (48 Hours Prior to Use, Non-Refundable)	\$ 153.48	\$ 158.08	Y	3.0%	"
8	Shooter Pad (1 Hour)	\$ 26.33	\$ 27.12	Y	3.0%	"
9	Shooter Pad (1 Hour) (Block Booking >50 hours)	\$ 19.75	\$ 20.34	Y	3.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.



## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation

Fee Type: Admission Fees Fee increase Effective July 1, 2019

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
	<b>Admission fees applied to patrons upon entering Recreation Centres, Outdoor Pools, Arenas and Seniors' Facilities for non-registered drop-in programming.</b>					
	<b>Infant - 0 to 36 months (Free)</b>					
	<b>Child/Youth - 3 to 17 years</b>					
	<b>Adult - 18 to 54 years</b>					
	<b>Seniors - 55+ years</b>					
	<b>Family - 1 to 2 adults and/or their dependent children under 18 years of age living at the same address</b>					
	<b>Recreation Centre &amp; Pool Admission Fees</b>					
	<i>Applied to drop-in gym programs as well as drop-in swimming programs which are staff supervised but not lead by an instructor.</i>					
1	Single Admit (Child/Youth/Senior)	\$ 2.99	\$ 3.08	Y	3.0%	Fee increase as per Guideline
2	Single Admit (Adult)	\$ 4.47	\$ 4.60	Y	2.9%	"
3	Single Admit (Family)	\$ 9.12	\$ 9.39	Y	3.0%	"
4	Single Admit (Fitness)	\$ 7.34	\$ 7.56	Y	3.0%	"
5	Single Admit (Fitness Specialty)	\$ 8.76	\$ 9.02	Y	3.0%	"
6	Single Admit (Fun Night)	\$ 5.91	\$ 6.09	N	3.0%	"
7	Single Admit (Initiative Program)	\$ 1.95	\$ 2.01	Y	3.1%	"
8	Aqua Bike Rental	\$ 5.42	\$ 5.58	Y	3.0%	"
9	10 Visit Clip Card (Child/Youth/Senior)	\$ 21.81	\$ 22.46	Y	3.0%	"
10	10 Visit Clip Card (Adult)	\$ 33.53	\$ 34.54	Y	3.0%	"
11	10 Visit Clip Card (Family)	\$ 68.40	\$ 70.45	Y	3.0%	"
12	Yearly Pass (Child/Youth/Senior)	\$ 41.50	\$ 42.75	Y	3.0%	"
13	Yearly Pass (Senior RFAP Clients)	\$ 10.38	\$ 10.69	Y	3.0%	"
14	Yearly Pass (Adult)	\$ 98.39	\$ 101.34	Y	3.0%	"
15	Yearly Pass (Adult RFAP Clients)	\$ 24.60	\$ 25.34	Y	3.0%	"
16	Yearly Pass (Family)	\$ 152.76	\$ 157.34	Y	3.0%	"
17	Yearly Pass (Replacement Card)	\$ 4.69	\$ 4.83	Y	3.0%	"
18	Non-Resident Fee Applied to Clip Cards & Yearly Pass Rates Above	\$ 13.59	\$ 14.00	Y	3.0%	"
19	Promotional Pass (Youth) (20 pack with expiration date)	\$ 10.00	\$ 10.00	Y	0.0%	Promotional rate. No increase required
	<b>Waterfit Admission Fees</b>					
	<i>Applied to instructor lead drop-in water fitness programs.</i>					
20	Single Admit (Youth)	\$ 3.29	\$ -		-100.0%	DELETE-Primarily a 16+ program
21	Single Admit (Senior)	\$ 2.17	\$ 2.24	Y	3.2%	Fee increase as per Guideline
22	Single Admit (Adult)	\$ 4.92	\$ 5.06	Y	2.8%	"
23	Single Admit (Warm Water Exercise) (Adult)	\$ 6.15	\$ 6.33	Y	2.9%	"
24	Single Admit (Warm Water Exercise) (Senior)	\$ 4.92	\$ 5.07	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: **Healthy and Safe Communities**  
 Division: **Recreation**

Fee Type: Admission Fees    Fee increase Effective July 1, 2019

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
25	Warm Water Exercise (Senior Centre Partnership)	\$ 2.88	\$ 2.97	Y	3.1%	Moved from Program Fees tab - User Fee # 41
26	Monthly Pass (Youth)	\$ 13.95	\$ -		-100.0%	DELETE-Primarily a 16+ program
27	Monthly Pass (Senior)	\$ 7.18	\$ 7.40	Y	3.1%	Fee increase as per Guideline
28	Monthly Pass (Adult)	\$ 20.41	\$ 20.98	Y	2.8%	"
29	25 Visit Clip Card (Youth)	\$ 53.46	\$ -		-100.0%	DELETE-Primarily a 16+ program
30	25 Visit Clip Card (Senior)	\$ 28.05	\$ 28.89	Y	3.0%	Fee increase as per Guideline
31	25 Visit Clip Card (Adult)	\$ 79.95	\$ 82.27	Y	2.9%	"
32	Yearly Pass (Youth)	\$ 121.86	\$ -		-100.0%	DELETE-Primarily a 16+ program
33	Yearly Pass (Senior)	\$ 72.48	\$ 74.65	Y	3.0%	Fee increase as per Guideline
34	Yearly Pass (Senior RFAP Clients)	\$ 36.24	\$ 37.33	Y	3.0%	"
35	Yearly Pass (Adult)	\$ 187.28	\$ 192.34	Y	2.7%	"
36	Yearly Pass (Adult RFAP Clients)	\$ 93.64	\$ 96.17	Y	2.7%	"
37	Yearly Pass (Replacement Card)	\$ 4.69	\$ 4.83	Y	3.0%	"
38	Non-Resident Fee Applied to Clip Cards, Yearly and Monthly Pass Rates Above	\$ 13.59	\$ 14.00	Y	3.0%	"
<b>Arena Admission Fees</b>						
<i>Applied to drop-in skating programs which are staff supervised but not lead by an instructor.</i>						
39	Single Admit (Child/Youth/Senior)	\$ 2.99	\$ 3.08	Y	3.0%	Fee increase as per Guideline
40	Single Admit (Adult)	\$ 4.47	\$ 4.60	Y	2.9%	"
41	Shinny (Adult)	\$ 6.91	\$ 7.12	Y	3.0%	"
42	Shinny (Youth/Senior)	\$ 4.62	\$ 4.76	Y	3.0%	"
43	Single Admit (Family)	\$ 9.12	\$ 9.39	Y	3.0%	"
44	Figure Skating Ticket Ice	\$ 11.87	\$ 12.23	Y	3.0%	"
45	10 Visit Clip Card Shinny (Adult)	\$ 51.83	\$ 53.38	Y	3.0%	"
46	10 Visit Clip Card Shinny (Youth/Senior)	\$ 34.65	\$ 35.69	Y	3.0%	"
47	10 Visit Clip Card Figure Skating Ticket Ice	\$ 89.03	\$ 91.70	Y	3.0%	"
48	Yearly Pass (Child/Youth/Senior)	\$ 37.50	\$ 38.63	Y	3.0%	"
49	Yearly Pass (Adult)	\$ 57.54	\$ 59.27	Y	3.0%	"
50	Yearly Pass (Family)	\$ 84.85	\$ 87.40	Y	3.0%	"
51	Yearly Pass (Replacement Card)	\$ 4.69	\$ 4.83	Y	3.0%	"
52	Non-Resident Fee Applies to Yearly Pass Rates Above	\$ 13.59	\$ 14.00	Y	3.0%	"
53	Promotional Pass (Youth) (20 pack with expiration date)	\$ 10.00	\$ 10.00	Y	0.0%	Promotional rate. No increase required
<b>Senior Facility Admission Fees</b>						
<i>Applied to all users (age 55+) of the facility based on the facility's status with the municipality as either "Club" or "Centre" designation.</i>						
54	Single Admit	\$ 2.30	\$ 2.37	Y	3.0%	Guideline increase

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Recreation

Fee Type: Admission Fees    Fee increase Effective July 1, 2019

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
55	Yearly Pass (Senior Club)	\$ 5.31			-100.0%	<b>DELETE</b> - Fee is set by Senior's Board and not the City of Hamilton
56	Yearly Pass (Senior Centre)	\$ 31.14	\$ 32.07	Y	3.0%	Guideline increase
57	Non-Resident Fee Applies to Yearly Pass Rates Above	\$ 13.59	\$ 14.00	Y	3.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: **Healthy and Safe Communities**  
 Division: **Recreation**

Fee Type: Registered Program Fees

Fee increase Effective July 1, 2019

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
	<b>Registered program fees are applied to instructional classes and charged once for the duration of the class.</b>					
	<b>All registered program fees listed below are based on a single unit fee and multiplied by the number of classes to establish the full program fee unless specified.</b>					
	<b>Preschool - 0 to 5 years</b>					
	<b>Child - 6 to 12 years</b>					
	<b>Youth - 13 to 17 years</b>					
	<b>Adult - 18 to 54 years</b>					
	<b>Seniors - 55+ years</b>					
	<b>Family - 1 to 2 adults and/or their dependent children under 18 years of age living at the same address</b>					
	<b>Aquatic Programs</b>					
1	Adult - Fitness Aqua Spinning (1 Hour Class)	\$ 8.15	\$ <b>8.39</b>	Y	2.9%	Fee increase as per Guideline
2	Learn to Swim Program - Parented (30 Minute Class)	\$ 6.01	\$ <b>6.19</b>	N	3.0%	"
3	Learn to Swim Program (30 Minute Class)	\$ 6.77	\$ <b>6.97</b>	N	3.0%	"
4	Learn to Swim Program (45 Minute Class)	\$ 7.47	\$ <b>7.69</b>	N	2.9%	"
5	Learn to Swim Program (45 Minute Class) (Senior)	\$ 5.98	\$ <b>6.16</b>	Y	3.0%	"
6	Private Lesson - Semi (30 Minute Class)/per class	\$ 20.01	\$ <b>20.61</b>	N	3.0%	"
7	Private Lesson - Tri (30 Minute Class)/per class	\$ 15.01	\$ <b>15.46</b>	N	3.0%	"
8	Private Lesson (30 Minute Class)/per class	\$ 25.01	\$ <b>25.76</b>	N	3.0%	"
9	Swim Patrol Program (1 Hour Class)	\$ 7.47	\$ <b>7.69</b>	N	2.9%	"
10	Non-Resident Fee Applies to All of the Above Rates	\$ 1.51	\$ <b>1.56</b>	Y	3.3%	"
	<b>Aquatic Leadership Programs</b>					
	<i>Any material costs and exam fees by the applicable service providers, are passed on to the client as an extra fee.</i>					
11	Bronze Cross	\$ 102.28	\$ <b>105.35</b>	Y	3.0%	Fee increase as per Guideline
12	Bronze Medallion with Emergency First Aid	\$ 120.61	\$ <b>124.23</b>	Y	3.0%	"
13	Bronze Medallion/Bronze Cross Recertification	\$ 63.46	\$ <b>65.36</b>	Y	3.0%	"
14	Bronze Star	\$ 88.39	\$ <b>91.04</b>	N	3.0%	"
15	Diving Instructor	\$ 170.05	\$ -		-100.0%	<b>Delete-</b> No longer offered
16	Lifesaving Society Aquatic Safety Inspector	\$ 73.10	\$ <b>75.29</b>	Y	3.0%	Fee increase as per Guideline
17	Lifesaving Society Aquatic Supervisor Training (AST)	\$ 81.63	\$ <b>84.08</b>	Y	3.0%	"
18	Lifesaving Society Aquatic Supervisor Training (AST) Instructor	\$ 85.29	\$ <b>87.85</b>	Y	3.0%	"
19	Lifesaving Society Assistant Instructors	\$ 144.55	\$ <b>148.89</b>	Y	3.0%	"
20	Lifesaving Society Combined Instructors	\$ 205.18	\$ <b>211.34</b>	Y	3.0%	"
21	Lifesaving Society Examiner	\$ 40.50	\$ <b>41.72</b>	Y	3.0%	"
22	Lifesaving Society First Aid Instructor	\$ 102.04	\$ <b>105.10</b>	Y	3.0%	"
23	Lifesaving Society Safeguard	\$ 24.37	\$ <b>25.10</b>	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Healthy and Safe Communities**  
**Division: Recreation**

Fee Type: Registered Program Fees

Fee increase Effective July 1, 2019

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
24	Lifesaving Society SEE Auditor	\$ 24.37	\$ 25.10	Y	3.0%	"
25	Lifesaving Society Standard First Aid	\$ 81.63	\$ 84.08	Y	3.0%	"
26	Lifesaving Society Standard First Aid (High School Rate)	\$ 6.36	\$ -		-100.0%	Delete- To be applied as targeted imitative
27	Lifesaving Society Standard First Aid (Senior)	\$ 65.30	\$ 67.26	Y	3.0%	Fee increase as per Guideline
28	Lifesaving Society Standard First Aid Recertification	\$ 59.71	\$ 61.50	Y	3.0%	"
29	Lifesaving Society Trainer	\$ 128.24	\$ 132.09	Y	3.0%	"
30	National Lifeguard	\$ 205.18	\$ 211.34	Y	3.0%	"
31	National Lifeguard Instructor Course	\$ 71.94	\$ 74.10	Y	3.0%	"
32	National Lifeguard Recertification	\$ 45.26	\$ 46.62	Y	3.0%	"
33	Swim for Fitness 13+	\$ 66.71	\$ 68.71	Y	3.0%	"
34	Swim for Fitness 6-12 years	\$ 67.23	\$ 69.25	N	3.0%	"
35	Swim Synchro Ontario Instructor Course	\$ 82.67	\$ -		-100.0%	Delete- No longer offered
36	Swim Abilities (12 Weeks) (1 Hour Class)	\$ 79.53	\$ 81.92	N	3.0%	Fee increase as per Guideline
37	Synchro Routines/Diving Competition (1 Day)	\$ 8.92	\$ 9.19	Y	3.0%	"
38	Synchro/Diving (45 Minute Class)	\$ 70.05	\$ 72.15	N	3.0%	"
39	Synchro/Diving (45 Minute Class) (Senior)	\$ 56.04	\$ 57.72	Y	3.0%	"
40	Synchro/Diving Program - Add-on Fee (45 Minute Class)	\$ 1.95	\$ 2.01	N	3.1%	"
41	Warm Water Exercise (Senior Centre Partnership)	\$ 2.88	\$ -		-100.0%	Delete- Moved to 'Recreation Admission' User Fee #25
42	Withdrawal Fee	\$ 25.00	\$ 25.00	Y	0.0%	Flat Fee - no increase required
43	Non-Resident Fee Applies to All of the Above Rates	\$ 13.59	\$ 14.00	Y	3.0%	Fee increase as per Guideline
	<b>Programs</b>					
	<i>All Facilities - Applied to all facilities unless otherwise identified</i>					
44	Adult - Art/Music Program (1 Hour Class)	\$ 4.95	\$ 5.10	Y	3.0%	Fee increase as per Guideline
45	Adult - Dance/Fitness Program - Specialty (1 Hour Class)	\$ 7.30	\$ 7.52	Y	3.0%	"
46	Adult - Dance/Fitness Program (1 Hour Class)	\$ 6.12	\$ 6.30	Y	2.9%	"
47	Adult - Friday Framers Program (2 Hour Class)	\$ 2.80	\$ 2.88	Y	2.9%	"
48	Adult - Sport Program (Non-Instructed) (2 Hour Class)	\$ 5.81	\$ 5.98	Y	2.9%	"
49	Camp without trip – Camp Kidaca Base Fee (5 day)	\$ 25.40	\$ 26.16	N	3.0%	"
50	Camp Specialty Add-On Fee (per day)	\$ 16.60	\$ 17.10	N	3.0%	"
51	Camp Trip Add-On Fee (per trip)	\$ 25.00	\$ 25.75	N	3.0%	"
52	Child - Cycling Program (15 Hours)	\$ 125.35	\$ 129.11	N	3.0%	"
53	Child - Music (Piano) (1 Hour Class)	\$ 13.51	\$ 13.92	N	3.0%	"
54	Child - Program (1 Hour)	\$ 3.71	\$ 3.82	N	3.0%	"
55	Child - Red Cross Babysitting (8 Hour Class)	\$ 45.05	\$ 46.40	N	3.0%	"
56	Child - Smash Volleyball League (1.5 Hour Class)	\$ 9.12	\$ 9.39	N	3.0%	"
57	High Five (PHCD) Certification (8 Hour Class - includes manual)	\$ 61.29	\$ 63.13	N	3.0%	"
58	Preschool - Parented Program (1 Hour Class)	\$ 3.61	\$ 3.72	N	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Healthy and Safe Communities**  
**Division: Recreation**

Fee Type: Registered Program Fees

Fee increase Effective July 1, 2019

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
59	Preschool - Program (1 Hour Class)	\$ 4.95	\$ 5.10	N	3.0%	"
60	Senior - Dance/Fitness Program (1 Hour Class)	\$ 4.90	\$ 5.04	Y	2.9%	"
61	Senior - Dance/Fitness Program - Specialty (1 Hour Class)	\$ 5.84	\$ 6.02	Y	3.1%	"
62	Senior - Art/Music Program (1 Hour Class)	\$ 3.96	\$ 4.08	Y	3.0%	"
63	Senior - Sport Program (Non-Instructioned) (2 Hour Class)	\$ 4.65	\$ 4.78	Y	2.8%	"
64	Special Needs (3 Hours, 12 Weeks)	\$ 10.93	\$ 11.26	N	3.0%	"
65	Special Needs Fitness/Cooking (3 Hours, 6 Weeks)	\$ 14.81	\$ 15.25	N	3.0%	"
66	Youth - Leadership (12 Hours)	\$ 72.65	\$ -		-100.0%	<b>DELETE-</b> Replace with "Youth - Leadership (8 Hours)
67	Youth - Leadership (8 Hours)		\$ 43.26	N	NEW	REPLACED from "Youth - Leadership (12 Hours)
68	Youth - Certification (4 Days)	\$ 90.29	\$ -		-100.0%	<b>DELETE-</b> program no longer offered
69	Youth - Fitness Program - Specialty (1 Hour Class)	\$ 6.45	\$ -		-100.0%	<b>DELETE-</b> program no longer offered
70	Youth - Fitness Program (1 Hour Class)	\$ 4.77	\$ 4.91	N	2.9%	Fee increase as per Guideline
71	Youth - Leadership Refresher (4 Hours)	\$ -	\$ -	N		<b>DELETE-</b> program no longer offered
72	Late Pick-Up Fee (Per Each Half Hour)	\$ 10.00	\$ 10.00	N	0.0%	FREEZE- Flat Rate
73	Withdrawal Fee (Camps)	\$ 25.00	\$ 25.00	Y	0.0%	FREEZE- Flat Rate
74	Withdrawal Fee (Registered Programs)	\$ 10.00	\$ 10.00	Y	0.0%	FREEZE- Flat Rate
75	Non-Resident Fee Applies to All of the Above Rates	\$ 1.51	\$ 1.56	Y	3.3%	Fee increase as per Guideline

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: **Healthy and Safe Communities**  
 Division: **Recreation**

Fee Type:  
 Rental Fees

Fee Increase Effective July 1,  
 2020

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Sports Field Rentals</b>						
1	Field/Diamond-Premium (Hourly)	\$ 42.25	\$ 43.52	Y	3.0%	Fee increase as per Guideline - Effective April 1, 2020
2	Field/Diamond-Premium-Youth Affiliated (Hourly)	\$ 22.23	\$ 22.90	Y	3.0%	"
3	Field/Diamond-A (Hourly)	\$ 37.40	\$ 38.52	Y	3.0%	"
4	Field/Diamond-A-Youth Affiliated (Hourly)	\$ 18.70	\$ 19.26	Y	3.0%	"
5	Field/Diamond-B (Hourly)	\$ 25.96	\$ 26.74	Y	3.0%	"
6	Field/Diamond-B-Youth Affiliated (Hourly)	\$ 12.98	\$ 13.37	Y	3.0%	"
7	Field/Diamond-C (Hourly)	\$ 4.42	\$ 4.55	Y	2.9%	"
8	Field/Diamond-C-Youth Affiliated (Hourly)	\$ 2.35	\$ 2.42	Y	3.0%	"
9	Field-MINI (Hourly)	\$ 3.05	\$ 3.14	Y	3.0%	"
10	Field-MINI-Youth Affiliated (Hourly)	\$ 1.76	\$ 1.81	Y	2.8%	"
11	Class A Artificial Turf (Hourly)	\$ 126.54	\$ 130.34	Y	3.0%	"
12	Class A Artificial Turf - Youth/Outdoor Affiliated (Hourly)	\$ 63.27	\$ 65.17	Y	3.0%	"
<b>Hall Rentals</b>						
<b>Category A - Arts &amp; Crafts Room; Meeting Room; Social Activity</b>						
13	Hourly Rate - Affiliate	\$ 2.32	\$ 2.39	Y	3.0%	Fee increase as per Guideline
14	Hourly Rate - Community Group	\$ 4.64	\$ 4.78	Y	3.0%	"
15	Hourly Rate - Standard	\$ 13.91	\$ 14.33	Y	3.0%	"
16	Hourly Rate - Commercial/Non-Resident	\$ 23.19	\$ 23.89	Y	3.0%	"
17	Daily Max - Affiliate	\$ 18.56	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
18	Daily Max - Community Group	\$ 37.12	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
19	Daily Max - Standard	\$ 111.28	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
<b>Category B - Premium Room/Auditorium</b>						
20	Hourly Rate - Affiliate	\$ 11.59	\$ 11.94	Y	3.0%	Fee increase as per Guideline
21	Hourly Rate - Community Group	\$ 16.23	\$ 16.72	Y	3.0%	"
22	Hourly Rate - Standard	\$ 34.78	\$ 35.82	Y	3.0%	"
23	Hourly Rate - Commercial/Non-Resident	\$ 57.96	\$ 59.70	Y	3.0%	"
24	Daily Max - Affiliate	\$ 92.72	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
25	Daily Max - Community Group	\$ 129.84	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
26	Daily Max - Standard	\$ 278.24	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
<b>Category C - Gymnasium (Full)/Atrium/Lobby</b>						
27	Hourly Rate - Affiliate	\$ 16.71	\$ -		-100.0%	DELETE- Not used as a fee. Only applicable in arenas
28	Hourly Rate - Community Group	\$ 20.28	\$ 20.89	Y	3.0%	Fee increase as per Guideline
29	Hourly Rate - Standard	\$ 47.73	\$ 49.16	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: **Healthy and Safe Communities**  
 Division: **Recreation**

Fee Type:  
 Rental Fees

Fee Increase Effective July 1,  
 2020

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
30	Hourly Rate - Commercial/Non-Resident	\$ 71.61	\$ 73.76	Y	3.0%	"
31	Daily Max - Affiliate	\$ 133.68	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
32	Daily Max - Community Group	\$ 162.24	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
33	Daily Max - Standard	\$ 381.84	\$ -		-100.0%	DELETE- Longer rentals to be handled with an agreement
<b>Parks</b>						
34	Parks - Hamilton Pavilion (Per Booking)	\$ 72.70	\$ 74.88	Y	3.0%	Fee increase as per Guideline
35	Parks - Hamilton (Per Booking)	\$ 102.38	\$ 105.45	Y	3.0%	"
36	Parks - Hamilton Premium (Per Booking)	\$ 333.80	\$ 343.81	Y	3.0%	"
37	Parks - Hamilton - Wedding Ceremony/Photos (Per Booking)	\$ 176.65	\$ 181.95	Y	3.0%	"
38	Parks - Special Event Exclusive Use Fee (Select Locations Only) (Per Booking)	\$ 766.35	\$ 789.34	Y	3.0%	"
<b>Pool Rentals</b>						
<b>Category A - Hot/Teach Pool (With 1 Lifeguard)</b>						
39	Hourly Rate - Community Group	\$ 32.64	\$ 33.62	Y	3.0%	Fee increase as per Guideline
40	Hourly Rate - Standard	\$ 71.12	\$ 73.25	Y	3.0%	"
41	Hourly Rate - Commercial/Non-Resident	\$ 113.79	\$ 117.20	Y	3.0%	"
<b>Category B - Traditional Pools (With 2 Lifeguards) (All Other Facilities)</b>						
42	Hourly Rate - Community Group	\$ 61.79	\$ 63.64	Y	3.0%	Fee increase as per Guideline
43	Hourly Rate - Standard	\$ 129.99	\$ 133.89	Y	3.0%	"
44	Hourly Rate - Commercial/Non-Resident	\$ 207.99	\$ 214.23	Y	3.0%	"
<b>Category C - Specialty Pools (With 2 Lifeguards) (Stoney Creek, Westmount, Valley Park)</b>						
45	Hourly Rate - Community Group	\$ 129.99	\$ 133.89	Y	3.0%	Fee increase as per Guideline
46	Hourly Rate - Standard	\$ 207.99	\$ 214.23	Y	3.0%	"
47	Hourly Rate - Commercial/Non-Resident	\$ 332.78	\$ 332.78	Y	0.0%	FREEZE- Close to market max
48	Slide Rental (Hourly)	\$ 96.97	\$ 99.88	Y	3.0%	Fee increase as per Guideline
<b>Arena Floor Rates</b>						
49	Arena Floor Hamilton (Hourly)	\$ 48.64	\$ 50.10	Y	3.0%	Fee increase as per Guideline
50	Arena Special Event (Per Booking)	\$ 525.12	\$ -		-100.0%	DELETE- Renamed "Arena Special Event - Standard (Hourly)
51	Arena Special Event - Standard (Hourly)		\$ 108.17	Y	NEW	RENAMED from "Arena Special Event (Per Booking) and converted to hourly
52	Arena Special Event - Commercial/Non-Resident (Per Booking)		\$ 1,250.00	Y	NEW	NEW FEE- Adding a commercial rental rate aligned with market rates



## 2020 PROPOSED USER FEES AND CHARGES

Department: **Healthy and Safe Communities**  
 Division: **Recreation**

Fee Type:  
 Rental Fees

Fee Increase Effective July 1,  
 2020

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Extra Rental Fees</b>						
53	Arena Event Cleaning Charge (Per Booking)	\$ 181.93	\$ <b>187.39</b>	Y	3.0%	Fee increase as per Guideline
54	Arena Overtime (Per Booking)	\$ 364.19	\$ <b>375.12</b>	Y	3.0%	"
55	Field & Park - Lights (Hourly)	\$ 13.51	\$ <b>13.92</b>	Y	3.0%	"
56	Field & Park - Lights - Subsidized (Hourly)	\$ 7.50	\$ <b>7.73</b>	Y	3.1%	"
57	Field & Park - Lights - Key Deposit	\$ 28.56	\$ <b>29.42</b>	N	3.0%	"
58	Field & Park - Hydro Access Fee (Per Booking)	\$ 6.30	\$ <b>6.49</b>	Y	3.0%	"
59	Field & Park - Staff Maintenance OT (Per Booking)	\$ 387.50	\$ <b>399.13</b>	Y	3.0%	"
60	Field & Park - Staff Maintenance OT Hourly (Hourly)	\$ 77.50	\$ <b>79.83</b>	Y	3.0%	"
61	Flat Fee Damage Charge (Per Booking)	\$ 345.12	\$ <b>355.47</b>	Y	3.0%	"
62	Flat Fee Gym/Kitchen Equipment (Hourly)	\$ 9.86	\$ <b>10.16</b>	Y	3.0%	"
63	Flat Fee Kitchen Sanitization	\$ 60.00	\$ <b>61.80</b>	Y	3.0%	"
64	Flat Fee Set-up Full Gym (Per Booking)	\$ 217.68	\$ <b>224.21</b>	Y	3.0%	"
65	Flat Fee Set-up Half Gym (Per Booking)	\$ 108.98	\$ <b>112.25</b>	Y	3.0%	"
66	Flat Fee Set-up Meeting Room (Per Booking)	\$ 56.44	\$ <b>58.13</b>	Y	3.0%	"
67	Locker Key Replacement Fee	\$ 10.92	\$ <b>11.25</b>	Y	3.0%	"
68	Parking Lot (Spot/Day) (Special Events Only)	\$ 6.55	\$ <b>6.75</b>	Y	3.1%	"
69	Rental Amendment	\$ 5.47	\$ <b>5.63</b>	Y	2.9%	"
70	Insurance Fee	\$ 5.47	\$ <b>5.47</b>	Y	0.0%	<b>FREEZE</b>
71	Staff - Monitor/Additional Staffing (Hourly)	\$ 26.36	\$ <b>27.15</b>	Y	3.0%	Fee increase as per Guideline
72	Staff - Supervisor - Onsite/Extra Lifeguard/Waterfit Instructor (Hourly)	\$ 40.01	\$ <b>41.21</b>	Y	3.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Public Health Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>Reproductive Health</b>						
1	Prenatal Complete Class	\$ 45.13	\$ 46.90	Y	3.9%	Guideline increase, rounded to nearest dollar after HST applied
<b>Epidemiology, Wellness and Communicable Disease Control</b>						
<b>Inspection Fees (in addition to fees collected for Planning and/or Fire)</b>						
2	Personal Services Settings Fee	\$ 113.27	\$ 116.81	Y	3.1%	Guideline increase, rounded to nearest dollar after HST applied
<b>Healthy Environments</b>						
3	Property Status Reports (Work Orders) - No Inspection	\$ 50.44	\$ 52.21	Y	3.5%	Guideline increase, rounded to nearest dollar after HST applied
4	Rezoning By-Law & Official Plan Amendment - Inspection	\$ 113.27	\$ 116.81	Y	3.1%	"
5	Land Severance - Inspection	\$ 113.27	\$ 116.81	Y	3.1%	"
6	Migrant Farm Worker Housing	\$ 124.78	\$ 128.32	Y	2.8%	"
7	Disinterment Inspections	\$ 126.55	\$ 130.09	Y	2.8%	"
8	Funeral Home Inspection	\$ 61.95	\$ 63.72	Y	2.9%	"
9	Letters of Compliance-Variou Agencies	\$ 35.40	\$ 36.28	Y	2.5%	"
10	Special Events/Festivals - (per vendor/per event) - Inspection	\$ 34.51	\$ 35.40	Y	2.6%	"
11	Food Handlers Course (per person) - No Inspection	\$ 50.44	\$ 52.21	Y	3.5%	"
12	Special Events Late Fee - Inspection	\$ 25.66	\$ 26.55	Y	3.4%	"
13	Food Handler Training Challenge Exam - No Inspection	\$ 10.62	\$ 10.62	Y	0.0%	"
<b>Inspection Fees (in addition to fees collected for Planning and/or Fire)</b>						
14	Lodging House	\$ 107.08	\$ 110.62	Y	3.3%	"
15	Residential Care Facilities - annual/per bed	\$ 63.72	\$ 65.49	Y	2.8%	"
16	Food Safety Fee - High Risk	\$ 203.54	\$ 209.73	Y	3.0%	"
17	Food Safety Fee - Medium Risk	\$ 93.81	\$ 96.46	Y	2.8%	"
18	Food Safety Fee - Low Risk	\$ 46.90	\$ 48.67	Y	3.8%	"
19	Adult Entertainment Parlour	\$ 113.27	\$ 116.81	Y	3.1%	"
20	Body Rub Parlour Owner	\$ 113.27	\$ 116.81	Y	3.1%	"
21	Bed and Breakfast	\$ 93.81	\$ 96.46	Y	2.8%	"
22	Mobile Home Park - per site	\$ 136.28	\$ 140.71	Y	3.2%	"
23	Public Halls	\$ 46.90	\$ 48.67	Y	3.8%	"
24	Places of Amusement - Carnivals	\$ 39.82	\$ 40.71	Y	2.2%	"
25	Places of Amusement - Circus	\$ 46.90	\$ 48.67	Y	3.8%	"
26	Proprietary Club	\$ 46.90	\$ 48.67	Y	3.8%	"
27	Refreshment Vehicle - Class A	\$ 93.81	\$ 96.46	Y	2.8%	"
28	Refreshment Vehicle - Class B	\$ 93.81	\$ 96.46	Y	2.8%	"
29	Refreshment Vehicle - Class C	\$ 46.90	\$ 48.67	Y	3.8%	"
30	Recreational Camping Establishment	\$ 136.28	\$ 140.71	Y	3.2%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Healthy and Safe Communities  
 Division: Public Health Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
31	Seasonal Food Vendors	\$ 46.90	\$ 48.67	Y	3.8%	"
32	Tobacco Vendors - Inspection per Licence	\$ 190.27	\$ 195.58	Y	2.8%	"
33	Electronic Cigarettes - Inspection per Licence	\$ 61.95	\$ 63.72	Y	2.9%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Public Works**  
**Division: Engineering Services**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Map C - Engineering Drawings (24 x 36)	\$ 19.15	\$ 19.73	Y	3.0%	Guideline increase
2	Map C - Engineering Drawings (12 x 18)	\$ 9.57	\$ 9.86	Y	3.0%	"
3	City Specification Manual	\$ 91.38	\$ 94.12	Y	3.0%	"
4	<b>Reports - Environmental Assessments and Master Plans</b>	\$ 14.41	\$ 14.84	Y	3.0%	"
5	- plus fee/page	\$ 0.11	\$ 0.11	Y	0.0%	No increase as current fee is sufficient
	Intrusive Environmental Investigations on City Owned Property					
6	<b>General Administration Fee - Application Review by SEP</b>	\$ 252.94	\$ 260.52	Y	3.0%	Guideline increase
7	General Administration Fee - Application Workplan Review by Design	\$ 252.94	\$ 260.52	Y	3.0%	"
8	Agreement Preparation Fee	\$ 128.60	\$ 132.46	Y	3.0%	"
9	Field Review (Utility Co-ordinator Call Out)	\$ 234.87	\$ 241.92	N	3.0%	"
10	Compliance Requests	\$ 101.91	\$ 104.96	N	3.0%	"
11	Lawyer Fees - Inquiries	cost + 7%	cost + 7%	Y	N/A	Fee set at cost plus 7%
12	Road Cut Permit Fees (EP)	\$ 576.07	\$ 593.35	N	3.0%	Guideline increase
13	Municipal Consent permit fees (MC) Short Stream	\$ 576.07	\$ 593.35	N	3.0%	"
14	Municipal Consent permit fees (MC) Long Stream	\$ 1,152.03	\$ 1,186.60	N	3.0%	"
15	Access Permits - Commercial or Multiple Dwelling	\$ 117.77	\$ 121.31	N	3.0%	"
16	Overland Permit Annual - Overdimensional	\$ 129.21	\$ 133.09	N	3.0%	"
17	Overload Permit Annual- Per tonne Overweight	\$ 202.51	\$ 208.59	N	3.0%	"
18	+ Administration Fee when requires invoicing	\$ 63.32	\$ 65.22	Y	3.0%	"
19	Overload Permit Single Trip	\$ 64.55	\$ 66.49	N	3.0%	"
20	Encroachments on Road Allowance - Application Fee (excludes Outdoor Boulevard Cafes)	\$ 317.94	\$ 327.48	Y	3.0%	"
21	Encroachments - Annual Fee (excludes Outdoor Boulevard Cafes and Areaways)	\$ 61.27	\$ 63.11	Y	3.0%	"
22	Encroachments - Outdoor Blvd. Cafes - Application Fee	\$ 1,592.07	\$ 1,592.07	Y	0.0%	No increase as current fee is sufficient
23	Encroachments - Annual Fee - Areaways-% of Market Value	\$ 0.05	\$ 0.05	Y	0.0%	Fee appropriate based on market value at the time
24	Encroachments - Compliance Requests & Discharge Agreements	\$ 101.93	\$ 104.99	Y	3.0%	Guideline increase
25	Active Encroachments - Annual Fee - Utility Corridors	Cost + 7%	Cost + 7%	Y	N/A	Fee set at cost plus 7%
26	Permanent Road Closure Application Fee + Cost of Advertisement (AD) + Cost of Environmental Assessment (EA)	\$ 4,634.00 + Cost of AD + Cost of EA	\$ 4,773.02 + Cost of AD + Cost of EA	N	3.0%	Guideline increase
27	Formal Consultation for Permanent Road Closure	\$ 1,061.21	\$ 1,061.21	N	0.0%	Initial Fee required - Amount in line with Planning Department Fee
28	Road Occupancy Permit Fee	\$ 51.00	\$ 52.53	N	3.0%	Guideline increase
29	Temporary Lane Closure	\$ 51.00	\$ 52.53	N	3.0%	"
30	Temporary Sidewalk Closure	\$ 110.44	\$ 113.75	N	3.0%	"
31	Temporary Road Closure - FULL Special Events & Filming (one time fee)	\$ 673.03	\$ 693.23	N	3.0%	"
32	Temporary Road Closure - FULL Construction (one time fee)	\$ 1,446.68	\$ 1,490.08	N	3.0%	"
	Note:					

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works

Division: Engineering Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
	For documents that due to the size would not warrant the Approved user fee, a minimum fee of \$13.32 (plus HST) would be assessed. This would be to offset the administrative component to process requests.					

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works  
 Division: Environmental Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Mum Show Admissions - Adult (13 - 54 years old)	\$ 6.20	\$ 6.42	Y	3.6%	Guideline increase, rounded to nearest quarter when HST is included
2	Mum Show Admissions - Seniors (55+ years old) and Children (6 - 12 years old)	\$ 5.31	\$ 5.53	Y	4.1%	"
3	Mum Show Admissions - Family Rate ( 2 Adults, 2 Children)	\$ 17.70	\$ 18.58	Y	5.0%	Guideline increase, rounded to nearest dollar when HST is included
4	Mum Show Admissions - Week Pass	\$ 17.70	\$ 18.58	Y	5.0%	"
5	Mum Show Admissions - Tour Group (20 people)	\$ 88.50	\$ 92.92	Y	5.0%	"
6	Mum Show School Tour - Full Class	\$ -	\$ 92.92	Y	NEW	NEW
7	Roadway tree trimming - per tree	Full Cost Recovery	Full Cost Recovery	N	N/A	Fee set at 100% cost recovery
8	Work done for others Forestry - Priced per job	Full Cost Recovery	Full Cost Recovery	Y	N/A	"
9	New Development Tree Installation (and minimum replacement value of tree)	\$ 626.11	\$ 644.89	Y	3.0%	Guideline increase
Permit for work performed on, in or under a public tree:						
10	- Minor: small scale project not requiring review of a Tree Management Plan	\$ 53.06	\$ 54.65	Y	3.0%	"
11	- Major: larger scale project requiring review of a Tree Management Plan	\$ 265.30	\$ 273.26	Y	3.0%	"
12	Removal of a public tree for a private individual or entity	Cost + 7% Admin Fee	Cost + 7% Admin Fee	Y	N/A	Bylaw 15-125 and CoH Tree Preservation and Sustainability Policy
13	Replacement of a public tree for a private individual or entity (Total number of replacement trees = diameter of the public tree at 1.3 metres / diameter of the replacement trees. Cash in lieu of replacement calculated at 1.3 metres).	Cost + 7% Admin Fee	Cost + 7% Admin Fee	Y	N/A	Bylaw 15-125 and CoH Tree Preservation and Sustainability Policy
14	Wedding photos in Greenhouse - before 5 pm (2 hour block)	\$ 225.00	\$ 231.75	Y	3.0%	Guideline increase
15	Wedding photos in Greenhouse - after 5 pm (2 hour block)	\$ 300.00	\$ 309.00	Y	3.0%	"
16	Work done for others by Horticulture - Priced per job	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
17	Gage Park Electronic Sign (Programming)	\$ 100.00	\$ 103.00	Y	3.0%	Guideline increase
18	Gage Park Tropical Greenhouse Rental - half day (4 hrs) between 9am and 5pm	\$ 250.00	\$ 330.00	Y	32.0%	Fee set to be comparable to industry standard
19	Gage Park Tropical Greenhouse Rental - full day (7 hrs) between 9am and 5pm	\$ 450.00	\$ 463.50	Y	3.0%	Guideline increase
20	Gage Park Tropical Greenhouse Rental - Evening between 5pm and 11pm.	\$ 540.00	\$ 556.20	Y	3.0%	"
21	Park/Pavilion Rental - Bleacher Rental - First Day**	\$ 534.93	\$ 551.33	Y	3.1%	Guideline increase, rounded to nearest dollar when HST is included
22	Park/Pavilion Rental - Bleacher Rentals - Additional Days**	\$ 356.63	\$ 367.48	Y	3.0%	Guideline increase
23	Work done for others Parks Maintenance - Priced per Job	Cost + 2% Admin Fee	Cost + 7% Admin Fee	Y	N/A	Fee set at 100% cost recovery
24	Park amenity donation - Bench Priced per job	Full Cost Recovery	Full Cost Recovery	Y	N/A	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works  
 Division: Environmental Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
25	Temporary Parks Access Permit Application Fee - per application	\$ 127.50	\$ 175.00	N	37.3%	Increase to reflect cost and municipal comparator rates
26	Cost to Repair Damage	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
27	Temporary Parks Access Permit Security Deposit - per application	\$ 1,000.00	\$ 1,000.00	N	0.0%	Deposit- no increase required
28	Stage Rental -Priced per job	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
29	Per parking space per day	\$ 15.00	\$ 15.00	Y	0.0%	No increase, comparable with other municipal comparators
30	Picnic Table Rental-6 pack/72hours: per booking	\$ 350.00	\$ 360.50	Y	3.0%	Guideline increase
31	Garbage Can Rental 10pack/72hours; per booking	\$ 300.00	\$ 309.00	Y	3.0%	"
32	Commemorative Trees	\$ 500.00	\$ 500.00	N	0.0%	Existing fees achieve full cost recovery
33	Commemorative Trees - With Plaque	\$ 1,000.00	\$ 1,000.00	N	0.0%	"
34	Park amenity donation - Tree - Priced per job	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
35	Fence Cost Shaare Program - Application Fee		\$ 175.00	Y	NEW	NEW
36	Banner Installations - Main Street West	\$ 318.84	\$ 328.40	Y	3.0%	Guideline increase
37	Banner Installations - King Street West (Dundas)	\$ 490.19	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
	** In addition to the fees noted with a **, users pay 100% of the cost of delivery, set-up and takedown of bleachers					

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Public Works**  
**Division: Environmental Services - Cemeteries**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Interment of an Adult at Standard Depth (6-ft)	\$ 1,087.00	\$ 1,120.00	Y	3.0%	Guideline increase rounded to nearest dollar
2	Interment of an Adult at Double Depth (8-ft)	\$ 1,353.00	\$ 1,395.00	Y	3.1%	"
3	Entombment in a Mausoleum Crypt - includes sealing	\$ 647.00	\$ 666.00	Y	2.9%	"
4	Interment of a Child - Stillborn - Case up to 24"	\$ 224.00	\$ 230.00	Y	2.7%	"
5	Interment of a Child - Case 25" to 72" - Standard Depth (6-ft)	\$ 676.00	\$ 696.00	Y	3.0%	"
6	Interment of a Child - Case 25" to 72" - Double Depth (8-ft)	\$ 910.00	\$ 937.00	Y	3.0%	"
7	Interment of Cremated Remains - Urn Garden Grave	\$ 435.00	\$ 448.00	Y	3.0%	"
8	Interment of Cremated Remains - Columbarium Niche	\$ 370.00	\$ 381.00	Y	3.0%	"
9	Interment of Cremated Remains - Cremorial (Woodland Only)	\$ 128.00	\$ 381.00	Y	197.7%	Increase to reflect market rate
10	Interment - Second set of cremated remains with another burial	\$ -	\$ 100.00	Y	0.0%	NEW
11	Interment Rights purchased before January 1, 1955 - Care & Maintenance	\$ 235.00	\$ 242.00	Y	3.0%	Guideline increase rounded to nearest dollar
12	Interment Late Fee (for Funeral arriving > 30 minutes after ETA)	\$ 197.00	\$ 203.00	Y	3.0%	"
13	Interment on Saturday - Traditional Burial - 8:30am to 11:00am	\$ 796.00	\$ 820.00	Y	3.0%	"
14	Interment on Saturday - Cremated Remains - 8:30am to 11:00am	\$ 629.00	\$ 648.00	Y	3.0%	"
15	Interment on Non-Statutory Holiday - Traditional Burial 8:30am to 11:00am	\$ 1,399.00	\$ 1,441.00	Y	3.0%	"
16	Interment on Non-Statutory Holiday - Cremated Remains - 8:30am to 11:00am	\$ 764.00	\$ 787.00	Y	3.0%	"
17	Interment on Statutory Holiday - Traditional Burial - 8:30am to 11:00am	\$ 2,050.00	\$ 2,112.00	Y	3.0%	"
18	Interment on Statutory Holiday - Cremated Remains - 8:30am to 11:00am	\$ 1,386.00	\$ 1,428.00	Y	3.0%	"
19	Interment - Lowering: Adult - from 6ft to 8 ft - Shell	\$ 4,040.00	\$ 4,161.00	Y	3.0%	"
20	Interment - Lowering: Adult - from 6ft to 8 ft - Vault or Crypt	\$ 3,369.00	\$ 3,470.00	Y	3.0%	"
21	Interment - Lowering: Child - from 6ft to 8 ft - Shell	\$ 1,764.00	\$ 1,817.00	Y	3.0%	"
22	Interment - Lowering: Child - from 6ft to 8 ft - Vault or Crypt	\$ 1,467.00	\$ 1,511.00	Y	3.0%	"
23	Interment - Scattering (Woodland Tranquility Gardens only) - includes \$25.00 Care and maintenance fee as per BAO	\$ -	\$ 400.00	Y	0.0%	NEW
24	Interment - Scattering + Plaque (Woodland Tranquility Gardens only) - includes \$25.00 care and maintenance fee as per BAO	\$ -	\$ 650.00	Y	0.0%	NEW
25	Interment - Removal: Adult - 6-ft No Outer Container (Shell)	\$ 3,537.00	\$ 3,643.00	Y	3.0%	Guideline increase rounded to nearest dollar
26	Interment - Removal: Adult - 8-ft No Outer Container (Shell)	\$ 4,386.00	\$ 4,518.00	Y	3.0%	"
27	Interment - Removal: Adult - 6-ft Outer Container (Vault or Crypt)	\$ 2,905.00	\$ 2,992.00	Y	3.0%	"
28	Interment - Removal: Adult - 8-ft Outer Container (Vault or Crypt)	\$ 3,562.00	\$ 3,669.00	Y	3.0%	"
29	Interment - Removal: Child - 6-ft No Outer Container (Shell)	\$ 1,067.00	\$ 1,099.00	Y	3.0%	"
30	Interment - Removal: Child - 8-ft No Outer Container (Shell)	\$ 1,442.00	\$ 1,485.00	Y	3.0%	"
31	Interment - Removal: Child - 6-ft Outer Container (Vault or Crypt)	\$ 871.00	\$ 897.00	Y	3.0%	"
32	Interment - Removal: Child - 8-ft Outer Container (Vault or Crypt)	\$ 1,322.00	\$ 1,362.00	Y	3.0%	"
33	Disinterment of Cremated Remains - Urn Garden Grave	\$ 435.00	\$ 448.00	Y	3.0%	"



## 2020 PROPOSED USER FEES AND CHARGES

**Department: Public Works**  
**Division: Environmental Services - Cemeteries**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
34	Disinterment of Cremated Remains - Columbarium Niche	\$ 370.00	\$ 381.00	Y	3.0%	"
35	Lot Sale - Singles-in-a-Row (At Need Only)	\$ 1,105.00	\$ 1,140.00	Y	3.2%	"
36	Lot Sale - single flat marker only	\$ 1,930.00	\$ 1,990.00	Y	3.1%	"
37	Lot Sale- green/natural section	\$ -	\$ 2,050.00	Y	NEW	NEW
38	Lot Sale -preferred single premium lot	\$ 2,870.00	\$ 2,956.00	Y	3.0%	Guideline increase rounded to nearest dollar
39	Lot Sale - two grave flat marker only	\$ 3,860.00	\$ 3,980.00	Y	3.1%	"
40	Lot Sale - three grave flat marker only	\$ 5,790.00	\$ 5,970.00	Y	3.1%	"
41	Lot Sale - four grave flat marker only	\$ 7,720.00	\$ 7,960.00	Y	3.1%	"
42	Lot Sale - monument	\$ 2,085.00	\$ 2,150.00	Y	3.1%	"
43	Lot Sale - two grave monument	\$ 4,170.00	\$ 4,300.00	Y	3.1%	"
44	Lot Sale - three grave monument	\$ 6,255.00	\$ 6,450.00	Y	3.1%	"
45	Lot Sale - four grave monument	\$ 8,340.00	\$ 8,600.00	Y	3.1%	"
46	Lot Sale - Veteran's Grave Section 18 - Woodland Only	\$ 1,025.00	\$ 1,055.00	Y	2.9%	"
47	Lot Sale - Child: Stillborn - Case up to 24": C&M Portion	\$ 150.00	\$ 150.00	Y	0.0%	Fees Prescribed by Ministry legislation
48	Lot Sale - Child 72"	\$ 510.00	\$ 525.00	Y	2.9%	Guideline increase rounded to nearest dollar
49	Lot Sale - Mausoleum Crypt	\$ 2,960.00	\$ 3,050.00	Y	3.0%	Increase to reflect cost and municipal comparator rates
50	Lot Sale - Cremation Urn Garden Grave	\$ 995.00	\$ 1,025.00	Y	3.0%	"
51	Lot Sale - Cremation Urn Garden Grave - (Woodland and Premium)	\$ 1,315.00	\$ 1,355.00	Y	3.0%	"
52	Lot Sale - Garden Stone interment right	\$ -	\$ 1,355.00	Y	NEW	NEW
53	Lot Sale - 6 ft Burials ONLY	\$ 3,025.00	\$ 3,115.00	Y	3.0%	Guideline increase rounded to nearest dollar
54	Lot Sale - two grave lot Premium (Woodland Sec 14)	\$ 6,085.00	\$ 6,270.00	Y	3.0%	"
55	Lot Sale - three grave monument (Woodland Sec 14)	\$ 9,125.00	\$ 9,405.00	Y	3.1%	"
56	Lot Sale - four grave monument (Woodland Sec 14)	\$ 12,170.00	\$ 12,540.00	Y	3.0%	"
57	Niche Sale - Bronze Wreath Plaque	\$ 2,925.00	\$ 3,015.00	Y	3.1%	"
58	Niche Sale - Monument engraved plaque	\$ 2,260.00	\$ 2,330.00	Y	3.1%	"
59	Niche Sale - Cremorial (Woodland only)	\$ 1,665.00	\$ 1,715.00	Y	3.0%	"
60	Niche Sale - Lower Level (Rows 1, 2, 6)	\$ 2,150.00	\$ 2,215.00	Y	3.0%	"
61	Niche Sale - Upper Level (Rows 3-5)	\$ 2,835.00	\$ 2,920.00	Y	3.0%	"
62	Niche Sale - Woodland Tranquility Gardens - Rows 3, 4 (bottom)	\$ 5,075.00	\$ 5,230.00	Y	3.1%	"
63	Niche Sale - Woodland Tranquility Gardens - Rows 1, 2 (top)	\$ -	\$ 5,775.00	Y	0.0%	NEW
64	Niche Sale - Premium (Hamilton Cemetery)	\$ 3,765.00	\$ 3,880.00	Y	3.1%	Guideline increase rounded to nearest dollar
65	Cremation Bench Sale (Tranquility Gardens) interment rights (for 2)	\$ 2,500.00	\$ 2,575.00	Y	3.0%	"
66	Cremation bench Sale (Tranquility Gardens) granite bench	\$ 5,500.00	\$ 5,658.00	Y	2.9%	"
67	Non-Resident Surcharge	25%	25%	Y	0.0%	Tied directly to the land sale fee (25% of the sale on non-resident land purchases)
68	Markers and Foundations - Concrete Foundation Pouring - per square inch of surface area to a depth of 5-ft	\$ 143.00	\$ 143.00	Y	0.0%	Fee set at 100% cost recovery

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works  
 Division: Environmental Services - Cemeteries

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
69	Markers and Foundations - Foundation Removal Fee	Full Cost Recovery	Full Cost Recovery	Y	N/A	"
70	Markers and Foundations - Marker Setting Fee: 12" x 10" - Flat Marker (No C&M)	\$ 150.00	\$ 155.00	Y	3.3%	Guideline increase rounded to nearest dollar
71	Markers and Foundations - Marker Setting Fee: Child's 18" x 14" Flat Marker (Plus C&M)	\$ 150.00	\$ 180.00	Y	20.0%	Increase to reflect cost
72	Markers and Foundations - Marker Setting Fee: All other size Flat Marker - maximum size 24" x 18" (Plus C&M)	\$ 220.00	\$ 250.00	Y	13.6%	"
73	Markers and Foundations - Marker Setting Fee: DVA Flat Marker: plus C&M	\$ 187.00	\$ 217.00	Y	16.0%	"
74	Markers and Foundations - Marker Setting Fee: Bronze Vase	\$ 220.00	\$ 250.00	Y	13.6%	"
75	Markers and Foundations - Marker Setting Fee: DVA Upright Marker: plus C&M	\$ 187.00	\$ 193.00	Y	3.2%	Guideline increase rounded to nearest dollar
76	Care & Maintenance - Flat Marker (173 inches or greater)	\$ 50.00	\$ 50.00	Y	0.0%	Fees Prescribed by Ministry legislation
77	Care & Maintenance - DVA Flat Marker	\$ 50.00	\$ 50.00	Y	0.0%	"
78	Care & Maintenance - Small Foundations (up to 38" x 14" or 532 sq inches)	\$ 100.00	\$ 100.00	Y	0.0%	"
79	Care & Maintenance - Large Foundations (greater than 532 sq inches)	\$ 200.00	\$ 200.00	Y	0.0%	"
80	Care & Maintenance - DVA Upright Marker	\$ 100.00	\$ 100.00	Y	0.0%	"
81	Cemetery license fees	\$ 12.00	\$ 12.00	Y	0.0%	"
82	Columbarium Niche Bronze Plaque	\$ 595.00	\$ 640.00	Y	7.6%	Increase to reflect cost
83	Columbarium Niche Bronze Plaque - Date scroll	\$ 125.00	\$ 135.00	Y	8.0%	"
84	Columbarium Niche - Companion Vase (Plastic)	\$ 160.00	\$ 165.00	Y	3.1%	"
85	Columbarium Niche - Companion Vase (Bronze)	\$ 175.00	\$ 190.00	Y	8.6%	"
86	Cremorial Bronze Plaque	\$ 295.00	\$ 320.00	Y	8.5%	"
87	Merchandise / Miscellaneous Services - Flower Beds - Supply, install & maintain Flower Bed - per grave to a maximum of three graves	\$ 604.00	\$ 622.00	Y	3.0%	Guideline increase rounded to nearest dollar
88	Merchandise / Miscellaneous Services - Duplicate Deed/Interment Rights Certificate/Transfer of Rights (copy)	\$ 30.00	\$ 31.00	Y	3.3%	"
89	Merchandise / Miscellaneous Services - Graveside Services: Tent and Chair	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
90	Merchandise / Miscellaneous Services - Genealogical Research (per name)	\$ 35.00	\$ 36.00	Y	2.9%	Guideline increase rounded to nearest dollar
91	Merchandise / Miscellaneous Services - Memorial Tree Planting (12"x10" stone; 6"x8" bronze plaque)	\$ 1,160.00	\$ 1,195.00	Y	3.0%	"
92	Merchandise / Miscellaneous Services - Memorial Tree Planting (14" X 14" stone; inscription)	\$ -	\$ 1,495.00	Y	NEW	NEW
93	Merchandise / Miscellaneous Services - Memorial Bench (bench; 8" x 5" bronze plaque with 3 lines)	\$ 1,710.00	Starting at \$1760	Y	2.9%	Guideline increase rounded to nearest dollar
94	Merchandise / Miscellaneous Services - Temporary Marker (permitted for up to one year)	\$ 106.00	\$ 109.00	Y	2.8%	"
95	Merchandise / Miscellaneous Services - Columbarium Plaque or Vase Installation	\$ 150.00	\$ 155.00	Y	3.3%	"
96	Outer Container - Concrete Crypt - Youth	\$ 760.00	\$ 785.00	Y	3.3%	"
97	Outer Container - Concrete Crypt - Intermediate	\$ 830.00	\$ 855.00	Y	3.0%	"
98	Outer Container - Concrete Crypt - Oversize	\$ 999.00	\$ 1,030.00	Y	3.1%	"
99	Temporary Access Permit from Cemetery Lands onto Private Property	\$ 128.00	\$ 132.00	Y	3.1%	"
100	Administrative Fee: Third Party Resale and/or Property Exchange; Family Authorization Fee	\$ 236.00	\$ 243.00	Y	3.0%	"
101	Graveside Service Fee	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works  
 Division: Environmental Services - Cemeteries

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
102	Tent Rental 10'x10' per use and Chair Rental 4 chairs per use	\$ 250.00	\$ 260.00	Y	4.0%	Guideline increase rounded to nearest dollar
103	Vaults - Various: Starting Prices	\$ 1,135.00	\$ 1,190.00	Y	4.8%	Increase to reflect cost
104	Urn Vaults - Various: Starting Prices	\$ 775.00	\$ 815.00	Y	5.2%	"
105	Inscription Dateline: Flat Charge	\$ 270.00	\$ 300.00	Y	11.1%	"
106	Additional Charge per letter	\$ 7.00	\$ 7.25	Y	3.6%	Guideline increase rounded to nearest quarter
107	Monument/Marker cleaning - Various: Starting Prices	\$ 350.00	\$ 360.00	Y	2.9%	Guideline increase rounded to nearest dollar
108	Repainting of letters on monument/marker - Various: Starting Prices	\$ 350.00	\$ 360.00	Y	2.9%	"
109	Urns - Various: Starting Prices	\$ 280.00	\$ 290.00	Y	3.6%	Increase to reflect cost
110	Markers - Various: Starting Prices	\$ 510.00	\$ 535.00	Y	4.9%	"
111	Monuments - Various: Starting Prices	\$ 2,685.00	\$ 2,820.00	Y	5.0%	"
112	Porcelain Pictures - b/w	\$ 320.00	\$ 330.00	Y	3.1%	Guideline increase rounded to nearest dollar
113	Porcelain Pictures - colour	\$ 375.00	\$ 380.00	Y	1.3%	"
114	Vigil Lights - Various: Starting Prices	\$ 450.00	\$ 465.00	Y	3.3%	"
115	Turf Repair fee	Full Cost Recovery	Full Cost Recovery	Y	N/A	Fee set at 100% cost recovery
116	Green/Natural Section Memorialization	\$ 595.00	\$ 615.00	Y	3.4%	Guideline increase rounded to nearest dollar
117	Access Fee - for Photo shoots, birdwatching etc - per day	\$ 10.00	\$ 11.00	Y	10.0%	"
118	Outside Inscription & Memorial Application, Documentation & Inspection Fees - Inscription only	\$ 25.00	\$ 26.00	Y	4.0%	"
119	Outside Inscription & Memorial Application, Documentation & Inspection Fees - Flat Memorial	\$ 50.00	\$ 52.00	Y	4.0%	"
120	Outside Inscription & Memorial Application, Documentation & Inspection Fees - Upright Memorial	\$ 100.00	\$ 103.00	Y	3.0%	"
121	Garden Stones ( 24 x 24 X 16 ) (stone/carving/delivery)	\$ -	\$ 2,500.00	Y	NEW	NEW
122	Shrub removal	\$ -	\$ 25.00	Y	NEW	Guideline increase rounded to nearest dollar
123	Private Columbarium Unit	\$ -	starting at \$1500	Y	NEW	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Public Works**

**Division: Environmental Services - Waste Management**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Residential Recycling Blue Box Container Replacement - Fee charged to residents that receive more than 2 blue boxes per year	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fee set at 100% cost recovery
2	Recycling Blue Box Container - School Board	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
3	Recycling Blue Carts - School Board	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
4	Residential Green Cart Replacement (per SMALL cart)	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
5	Residential Green Cart Replacement (per LARGE cart)	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
6	Kitchen "Mini-bin" Organics Container	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
Waste Management Per Event Fee for Non-Funded Festivals and Events:						
7	- Recycling (up to 25 barrels)	\$ 1,471.18	<b>\$ 1,515.30</b>	Y	3.0%	Guideline increase
8	- Garbage - per roll off bin (plus tipping fees)	\$ 183.76	<b>\$ 189.30</b>	Y	3.0%	"
9	- Organics (up to 25 green carts)	\$ 655.72	<b>\$ 675.40</b>	Y	3.0%	"
10	- Administrative Fee per event	\$ 140.51	<b>\$ 144.70</b>	Y	3.0%	"
11	- Recycling Containers - replacement of damaged blue barrels	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fee set at 100% cost recovery
12	- Organics Containers - replacement of damaged green carts	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
13	- Garbage Containers - replacement of damaged containers	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
14	Waste Removal - Non Compliance Fee (plus tipping fees)	\$ 342.46	<b>\$ 352.75</b>	Y	3.0%	Guideline increase
15	Backyard Composters	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fee set at 100% cost recovery
16	Tipping Fee per 100 kilograms	\$ 11.75	<b>\$ 12.10</b>	N	3.0%	Guideline increase. Have not increased the rate in a number of years.
17	Minimum Vehicle Fee	\$ 8.50	<b>\$ 8.80</b>	N	3.5%	Have not increased the rate in a number of years.
Deposit Fees at Transfer Stations:						
18	0-2500kg	\$ 50.00	<b>\$ 50.00</b>	N	0.0%	Refundable deposit no increase required
19	2501-3000 kg	\$ 100.00	<b>\$ 100.00</b>	N	0.0%	"
20	3001-6000 kg	\$ 200.00	<b>\$ 200.00</b>	N	0.0%	"
21	6001-9000 kg	\$ 300.00	<b>\$ 300.00</b>	N	0.0%	"
22	Over 9000 kg	\$ 400.00	<b>\$ 400.00</b>	N	0.0%	"
23	Impacted Soil Fee (per tonne)	\$ 12.00	<b>\$ 12.36</b>	N	3.0%	Guideline increase

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Public Works**

**Division: Transportation Operations & Maintenance**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Damage to Traffic Property (i.e.. Traffic posts, traffic signs, signal poles) Priced per job. Direct job costs	Cost + 7% Admin Fee	<b>Cost + 7% Admin Fee</b>	N	N/A	Fee set at cost plus 7%
2	Banner/Sign Fabricating - external requests - Priced per Job	Cost + 7% Admin Fee	<b>Cost + 7% Admin Fee</b>	Y	N/A	"
3	Municipal Numbering Fees - Full installation by City Forces	\$ 182.49	<b>\$ 188.00</b>	N	3.0%	Guideline increase rounded to nearest dollar
4	Municipal Numbering Fees - Materials for Homeowner Installation (including delivery)	\$ 31.63	<b>\$ 33.00</b>	N	4.3%	"
5	Traffic Signal Timing Plans - Inquiries	\$ 258.39	<b>\$ 267.00</b>	Y	3.3%	"
6	Traffic Signal Timing Plans - Drawings	\$ 61.02	<b>\$ 63.00</b>	Y	3.2%	"
7	Traffic Count Fee - provision of count data on file, on request	\$ 65.89	<b>\$ 68.00</b>	Y	3.2%	"
8	Traffic Warning Boards - install and remove	Cost + 7% Admin Fee	<b>Cost + 7% Admin Fee</b>	Y	N/A	Fee set at cost plus 7%
9	Traffic Signs - remove and replace	Cost + 7% Admin Fee	<b>Cost + 7% Admin Fee</b>	Y	N/A	"
10	Publication Box Permit - Initial Fee	\$ 49.50	<b>\$ 51.00</b>	N	3.0%	Guideline increase rounded to nearest dollar
11	Publication Box Annual Permit Renewal	\$ 33.00	<b>\$ 34.00</b>	N	3.0%	"
12	Culvert Installation - Roads - Priced per job	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fee set at 100% cost recovery
13	Culvert Installation - Inspection Only - Priced per job	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
14	Repair-Replace Property on City Roads - Priced per job	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
15	Approach Ramp Installation	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
16	Personal Item Retrieval (Catch Basin Retrieval)	\$ 112.20	<b>\$ 115.00</b>	N	2.5%	Guideline increase rounded to nearest dollar
17	Street Flushing/Sweeping/Mud-Tracking - Developers - Priced per job	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	Fee set at 100% cost recovery
18	Snow Removal - Public School Board - Sidewalks - Cost Actuals	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
19	Snow Removal - Separate School Board - Sidewalks - Cost Actuals	Full Cost Recovery	<b>Full Cost Recovery</b>	Y	N/A	"
20	Temporary Road Access Permit Application Fee - per application	\$ 117.30	<b>\$ 121.00</b>	N	3.2%	Guideline increase rounded to nearest dollar
21	Temporary Road Access Permit Security Deposit - per application	\$ 1,000.00	<b>\$ 1,030.00</b>	N	3.0%	"
22	Street Lighting Subdivision Review and Evaluation Fee	\$ 4,281.00	<b>\$ 6,422.00</b>		50.0%	2020 Fee approved by GIC on March 22, 2019 under PED Report 19015(a).

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works  
 Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
<b>RENTAL RATES</b>						
<b>Community Sport Programming</b>						
1	Adults & Non-affiliated Youth (Hourly)	\$ 129.89	\$ 133.79	Y	3.0%	Guideline increase
2	Youth Affiliated (Hourly)	\$ 64.95	\$ 66.89	Y	3.0%	"
3	Lights when required (Hourly)	\$ 27.06	\$ 27.87	Y	3.0%	"
<b>Community Room Rentals - Level 1</b>						
<b>Room 1E501 - Alumni Room (1,800 sq ft.)</b>						
4	Commercial/Non-resident (Hourly)	\$ 130.05	\$ 133.95	Y	3.0%	Guideline increase
5	Resident (Hourly)	\$ 78.03	\$ 80.37	Y	3.0%	"
6	Community Group (Hourly)	\$ 36.41	\$ 37.51	Y	3.0%	"
7	Affiliate Group (Hourly)	\$ 26.01	\$ 26.79	Y	3.0%	"
8	Caretaker's Club (Soccer Warm-up Area) (Hourly Rate)	\$ 78.03	\$ 80.37	Y	3.0%	Guideline increase
<b>Community Room Rentals - Level 2</b>						
<b>Room 2W 600 - City Lounge (1,625 sq ft.)</b>						
9	Daily Max (Rentals >5hrs charged 5hrs) - Commercial/Non-resident	\$ 270.61	\$ 278.73	Y	3.0%	Guideline increase
10	Daily Max (Rentals >5hrs charged 5hrs) - Resident	\$ 162.36	\$ 167.24	Y	3.0%	"
11	Daily Max (Rentals >5hrs charged 5hrs) - Community Group	\$ 75.77	\$ 78.04	Y	3.0%	"
12	Daily Max (Rentals >5hrs charged 5hrs) - Affiliate Group	\$ 54.12	\$ 55.75	Y	3.0%	"
<b>Room 2W 336 - Community Video Room (194 sq ft.)</b>						
13	Daily Max (Rentals >5hrs charged 5hrs) - Commercial/Non-resident	\$ 108.24	\$ 111.49	Y	3.0%	Guideline increase
14	Daily Max (Rentals >5hrs charged 5hrs) - Resident	\$ 64.95	\$ 66.89	Y	3.0%	"
15	Daily Max (Rentals >5hrs charged 5hrs) - Community Group	\$ 21.65	\$ 22.30	Y	3.0%	"
16	Daily Max (Rentals >5hrs charged 5hrs) - Affiliate Group	\$ 10.82	\$ 11.15	Y	3.0%	"
<b>Room 2W 601 - Community Room (280 sq ft.)</b>						
17	Daily Max (Rentals >5hrs charged 5hrs) - Commercial/Non-resident	\$ 108.24	\$ 111.49	Y	3.0%	Guideline increase
18	Daily Max (Rentals >5hrs charged 5hrs) - Resident	\$ 64.95	\$ 66.89	Y	3.0%	"
19	Daily Max (Rentals >5hrs charged 5hrs) - Community Group	\$ 21.65	\$ 22.30	Y	3.0%	"
20	Daily Max (Rentals >5hrs charged 5hrs) - Affiliate Group	\$ 10.82	\$ 11.15	Y	3.0%	"
<b>Room 2W 602 - Community Room (280 sq ft.)</b>						

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
21	Daily Max (Rentals >5hrs charged 5hrs) - Commercial/Non-resident	\$ 108.24	\$ 111.49	Y	3.0%	Guideline increase
22	Daily Max (Rentals >5hrs charged 5hrs) - Resident	\$ 64.95	\$ 66.89	Y	3.0%	"
23	Daily Max (Rentals >5hrs charged 5hrs) - Community Group	\$ 21.65	\$ 22.30	Y	3.0%	"
24	Daily Max (Rentals >5hrs charged 5hrs) - Affiliate Group	\$ 10.82	\$ 11.15	Y	3.0%	"
<b>Room 2W 603 - Community Room (366 sq ft.)</b>						
25	Daily Max (Rentals >5hrs charged 5hrs) - Commercial/Non-resident	\$ 108.24	\$ 111.49	Y	3.0%	Guideline increase
26	Daily Max (Rentals >5hrs charged 5hrs) - Resident	\$ 64.95	\$ 66.89	Y	3.0%	"
27	Daily Max (Rentals >5hrs charged 5hrs) - Community Group	\$ 21.65	\$ 22.30	Y	3.0%	"
28	Daily Max (Rentals >5hrs charged 5hrs) - Affiliate Group	\$ 10.82	\$ 11.15	Y	3.0%	"
<b>Amateur Sport Events - Spectator Events (not-for-profit and charitable organizations)</b>						
29	Lower Bowl - west side only per Hour	\$ 127.34	\$ 131.16	Y	3.0%	Guideline increase
30	Upper & Lower Bowl - west side only (Daily)*	\$ 5,000.00	\$ 5,000.00	Y	0.0%	2020 Flat Rate. Fee is comparable to industry standard.
31	Full Stadium (Daily)*	\$ 7,500.00	\$ 7,500.00	Y	0.0%	"
32	<b>Film Shoots</b>	Negotiable	<b>Negotiable</b>	Y	N/A	2020 Flat Rate. Market Driven
33	<b>Photography (Commercial Rate)</b> Flat Fee - First 4 Hours	\$ 1,696.00	\$ 1,746.88	Y	3.0%	Guideline increase
34	Hourly fee beyond 4 hours	\$ 424.00	\$ 424.00	Y	3.0%	"
35	<b>Photography (Wedding Photography Only) (2 hour maximum)</b>	\$ 182.07	\$ 187.53	Y	3.0%	"
<b>Concerts</b>						
36	West Stands Only	Negotiable	<b>Negotiable</b>	Y	N/A	2020 Flat Rate. Market Driven
37	Full Stadium	Negotiable	<b>Negotiable</b>	Y	N/A	"
<b>Corporate Gatherings/Professional Sports</b>						
38	Upper & Lower Bowl - west side only (Daily)*	\$ 10,000.00	\$ 10,000.00	Y	0.0%	2020 Flat Rate. Market Driven
39	Full Stadium (Daily)*	\$ 15,000.00	\$ 15,000.00	Y	0.0%	"
<b>Corporate Room Rentals - Level 4</b>						
<b>Room 4W 300 (1,012 sq ft.) - Barry's Club</b>						
40	Social/Corporate - Day Rate *	\$ 318.36	\$ 327.91	Y	3.0%	Guideline increase
41	Social/Corporate - Evening Rate *	\$ 318.36	\$ 327.91	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
42	Social/Corporate - Day & Evening Rate *	\$ 573.05	\$ 590.24	Y	3.0%	"
43	Community Groups (not-for-profit) - Day Rate *	\$ 191.02	\$ 196.75	Y	3.0%	"
44	Community Groups (not-for-profit) - Evening Rate *	\$ 191.02	\$ 196.75	Y	3.0%	"
45	Community Groups (not-for-profit) - Day & Evening*	\$ 343.83	\$ 354.15	Y	3.0%	"
46	City of Hamilton - Day Rate *	\$ 95.51	\$ 98.37	Y	3.0%	"
47	City of Hamilton - Evening Rate *	\$ 95.51	\$ 98.37	Y	3.0%	"
48	City of Hamilton - Day & Evening Rate *	\$ 171.92	\$ 177.07	Y	3.0%	"
<b>Room 4W 301 (1,410 sq ft.) - Pinty's Club</b>						
49	Social/Corporate - Day Rate *	\$ 477.54	\$ 491.87	Y	3.0%	Guideline increase
50	Social/Corporate - Evening Rate *	\$ 477.54	\$ 491.87	Y	3.0%	"
51	Social/Corporate - Day & Evening Rate *	\$ 859.58	\$ 885.37	Y	3.0%	"
52	Community Groups (not-for-profit) - Day Rate *	\$ 286.53	\$ 295.12	Y	3.0%	"
53	Community Groups (not-for-profit) - Evening Rate *	\$ 286.53	\$ 295.12	Y	3.0%	"
54	Community Groups (not-for-profit) - Day & Evening*	\$ 515.75	\$ 531.22	Y	3.0%	"
55	City of Hamilton - Day Rate *	\$ 143.26	\$ 147.56	Y	3.0%	"
56	City of Hamilton - Evening Rate *	\$ 143.26	\$ 147.56	Y	3.0%	"
57	City of Hamilton - Day & Evening Rate *	\$ 257.87	\$ 265.61	Y	3.0%	"
<b>Room 4W 313 (5,952 sq ft.) - Champions Club</b>						
58	Social/Corporate - Day Rate *	\$ 1,485.69	\$ 1,530.26	Y	3.0%	Guideline increase
59	Social/Corporate - Evening Rate *	\$ 1,485.69	\$ 1,530.26	Y	3.0%	"
60	Social/Corporate - Day & Evening Rate *	\$ 2,674.24	\$ 2,754.47	Y	3.0%	"
61	Community Groups (not-for-profit) - Day Rate *	\$ 891.41	\$ 918.16	Y	3.0%	"
62	Community Groups (not-for-profit) - Evening Rate *	\$ 891.41	\$ 918.16	Y	3.0%	"
63	Community Groups (not-for-profit) - Day & Evening*	\$ 1,604.55	\$ 1,652.68	Y	3.0%	"
64	City of Hamilton - Day Rate *	\$ 445.71	\$ 459.08	Y	3.0%	"
65	City of Hamilton - Evening Rate *	\$ 445.71	\$ 459.08	Y	3.0%	"
66	City of Hamilton - Day & Evening Rate *	\$ 802.27	\$ 826.34	Y	3.0%	"
<b>Room 4W 314 (1,410 sq ft.) - Nissan Room</b>						
67	Social/Corporate - Day Rate *	\$ 477.54	\$ 491.87	Y	3.0%	Guideline increase
68	Social/Corporate - Evening Rate *	\$ 477.54	\$ 491.87	Y	3.0%	"
69	Social/Corporate - Day & Evening Rate *	\$ 859.58	\$ 885.37	Y	3.0%	"
70	Community Groups (not-for-profit) - Day Rate *	\$ 286.53	\$ 295.12	Y	3.0%	"
71	Community Groups (not-for-profit) - Evening Rate *	\$ 286.53	\$ 295.12	Y	3.0%	"
72	Community Groups (not-for-profit) - Day & Evening*	\$ 515.75	\$ 531.22	Y	3.0%	"
73	City of Hamilton - Day Rate *	\$ 143.26	\$ 147.56	Y	3.0%	"
74	City of Hamilton - Evening Rate *	\$ 143.26	\$ 147.56	Y	3.0%	"



## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
75	City of Hamilton - Day & Evening Rate *	\$ 257.87	\$ 265.61	Y	3.0%	"
	<b>Room 4W 315 (1,012 sq ft.) - Carstar</b>					
76	Social/Corporate - Day Rate *	\$ 318.36	\$ 327.91	Y	3.0%	Guideline increase
77	Social/Corporate - Evening Rate *	\$ 318.36	\$ 327.91	Y	3.0%	"
78	Social/Corporate - Day & Evening Rate *	\$ 573.05	\$ 590.24	Y	3.0%	"
79	Community Groups (not-for-profit) - Day Rate *	\$ 191.02	\$ 196.75	Y	3.0%	"
80	Community Groups (not-for-profit) - Evening Rate *	\$ 191.02	\$ 196.75	Y	3.0%	"
81	Community Groups (not-for-profit) - Day & Evening*	\$ 343.83	\$ 354.15	Y	3.0%	"
82	City of Hamilton - Day Rate *	\$ 95.51	\$ 98.37	Y	3.0%	"
83	City of Hamilton - Evening Rate *	\$ 95.51	\$ 98.37	Y	3.0%	"
84	City of Hamilton - Day & Evening Rate *	\$ 171.92	\$ 177.07	Y	3.0%	"
	<b>Club Level - includes all rooms noted above (10,796 sq ft.)</b>					
85	Social/Corporate - Day Rate *	\$ 2,175.48	\$ 2,240.74	Y	3.0%	Guideline increase
86	Social/Corporate - Evening Rate *	\$ 2,175.48	\$ 2,240.74	Y	3.0%	"
87	Social/Corporate - Day & Evening Rate *	\$ 3,915.86	\$ 4,033.33	Y	3.0%	"
88	Community Groups (not-for-profit) - Day Rate *	\$ 1,305.29	\$ 1,344.44	Y	3.0%	"
89	Community Groups (not-for-profit) - Evening Rate *	\$ 1,305.29	\$ 1,344.44	Y	3.0%	"
90	Community Groups (not-for-profit) - Day & Evening*	\$ 2,349.51	\$ 2,420.00	Y	3.0%	"
91	City of Hamilton - Day Rate *	\$ 654.77	\$ 674.41	Y	3.0%	"
92	City of Hamilton - Evening Rate *	\$ 654.77	\$ 674.41	Y	3.0%	"
93	City of Hamilton - Day & Evening Rate *	\$ 1,174.76	\$ 1,210.00	Y	3.0%	"
	<b>South Plaza - outside gates SE corner</b>					
94	(<4 hour rental - flat fee) - Commercial/Non-resident	\$ 520.20	\$ 535.81	Y	3.0%	Guideline increase
95	(<4 hour rental - flat fee) - Resident	\$ 312.12	\$ 321.48	Y	3.0%	"
96	(<4 hour rental fee - flat fee) - Community Group	\$ 145.86	\$ 150.24	Y	3.0%	"
97	(4< hour rental fee - flat fee) - Affiliate Group	\$ 104.04	\$ 107.16	Y	3.0%	"
	<b>Coors Banquet Patio - East Side 2nd Floor &amp; Concourse</b>					
98	(<4 hour rental - flat fee) - Commercial/Non-resident	\$ 520.20	\$ 535.81	Y	3.0%	Guideline increase
99	(<4 hour rental - flat fee) - Resident	\$ 312.12	\$ 321.48	Y	3.0%	"
100	(<4 hour rental fee - flat fee) - Community Group	\$ 145.86	\$ 150.24	Y	3.0%	"
101	(4< hour rental fee - flat fee) - Affiliate Group	\$ 104.04	\$ 107.16	Y	3.0%	"
	<b>Coors Light Patio - North End</b>					
102	(<4 hour rental - flat fee) - Commercial/Non-resident	\$ 520.20	\$ 535.81	Y	3.0%	Guideline increase
103	(<4 hour rental - flat fee) - Resident	\$ 312.12	\$ 321.48	Y	3.0%	"

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
104	(<4 hour rental fee - flat fee) - Community Group	\$ 145.86	\$ 150.24	Y	3.0%	"
105	(4< hour rental fee - flat fee) - Affiliate Group	\$ 104.04	\$ 107.16	Y	3.0%	"
<b>Stipley BBQ Area - South Plaza inside the gates</b>						
106	(<4 hour rental - flat fee) - Commercial/Non-resident	\$ 520.20	\$ 535.81	Y	3.0%	Guideline increase
107	(<4 hour rental - flat fee) - Resident	\$ 312.12	\$ 321.48	Y	3.0%	"
108	(<4 hour rental fee - flat fee) - Community Group	\$ 145.86	\$ 150.24	Y	3.0%	"
109	(4< hour rental fee - flat fee) - Affiliate Group	\$ 104.04	\$ 107.16	Y	3.0%	"
** All additional operational expenses are to be added to the above noted rates.						

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Public Works  
 Division: Transit

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Cash Fare	\$ 3.25	\$ 3.25	N	0.0%	Per report PW14015(a), effective September 1, 2020
2	Adult Ticket	\$ 2.50	\$ 2.55	N	2.0%	"
3	Elementary / Secondary Ticket	\$ 2.05	\$ 2.10	N	2.4%	"
4	Adult Monthly Pass	\$ 110.00	\$ 112.20	N	2.0%	"
5	Elementary / Secondary Monthly Pass	\$ 90.20	\$ 92.40	N	2.4%	"
6	Summer Youth Pass	\$ 90.20	\$ 92.40	N	2.4%	"
7	Senior Single Ride	\$ 2.05	\$ 2.10	N	2.4%	"
8	Senior Monthly Pass	\$ 32.50	\$ 35.50	N	9.2%	"
9	Senior Annual Pass	\$ 325.00	\$ 355.00	N	9.2%	"
10	Golden Age Pass (80 years+)	Free	Free	N	N/A	"
11	University College Transit Pass (UCTP)	\$ 184.80	\$ 184.80	N	0.0%	To be renewed Spring 2020
12	McMaster Graduate Student Association (GSA) UCTP	\$ 268.23	\$ 268.23	N	0.0%	"
13	Day Pass	\$ 15.00	\$ 15.30	N	2.0%	Per report PW14015(a), effective September 1, 2020
14	Columbia International College Transit Pass (off campus residence)	\$ 69.30	\$ 70.00	N	1.0%	Fee as at Sept. 1/20 based on Mar./20 Student Mth. Pass rounded to nearest five dollars.
15	Columbia International College Transit Pass (on campus residence)	\$ 22.08	\$ 25.00	N	13.2%	"
16	Columbia International College Transit Pass (non residence)	\$ 77.00	\$ 80.00	N	3.9%	"
17	Employee Commuter Pass	\$ 105.00	\$ 107.10	N	2.0%	Per report PW14015(a), effective September 1, 2020
18	School Hour Only Pass	\$ 63.83	\$ 65.57	N	2.7%	Based on % of approved Student Pass Rate
19	School Plus Pass	\$ 26.00	\$ 26.00	N	0.0%	No increase, as current fee is sufficient
20	Affordable Transit Pass	\$ 55.00	\$ 56.10	N	2.0%	Per report PW14015(a), effective September 1, 2020
21	TransCab	Regular Fare + \$0.50	Regular Fare + \$0.50	N	0.0%	No increase, as current fee is sufficient
22	Urban Charters	\$ 140.35	\$ 144.56	Y	3.0%	Guideline increase
23	HSR Photo ID - Elementary/Secondary School Students	\$ 5.00	\$ 5.15	Y	3.0%	"
24	HSR Replacement Photo ID - Senior, EC Pass, SHO, School Plus Pass	\$ 15.00	\$ 15.45	Y	3.0%	"
25	Document Requests on CD's (Mobility Programs and Transportation Planning)	\$ 4.42	\$ 4.55	Y	3.0%	"
26	Event Impact – Advertisement Charge for route diversion/route impact (per Pole Card)	\$ 3.50	\$ 3.61	Y	3.0%	"
27	Event Coverage – PER Supervisory Charge for event related activities including crowd disbursement, operational needs, and other customer related event needs	\$ 224.40	\$ 231.13	Y	3.0%	"
28	Minimum: First 4 Hours Additional \$/Hr beyond 4 Hours	\$ 56.10	\$ 57.78		3.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Corporate Services  
 Division: Financial Services

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Tenders and RFPs	\$ 46.90	\$ <b>48.32</b>	Y	3.0%	Guideline increase, rounded to the nearest nickel after HST applied
2	Tenders and RFPs - Complex	\$ 158.32	\$ <b>163.05</b>	Y	3.0%	"
3	Change in Banking Information (Note 1)	\$ 25.53	\$ <b>26.28</b>	Y	2.9%	"
<b>Consideration of assignment/corporate change requests (Note 2)</b>						
4	Simple	\$ 361.50	\$ <b>372.35</b>	Y	3.0%	"
5	Standard	\$ 649.47	\$ <b>668.94</b>	Y	3.0%	"
6	Complex	\$ 865.93	\$ <b>891.90</b>	Y	3.0%	"
<b>Notes:</b>						
1. Change in Banking Information will only be applied when there is more than one request per year made by the vendor.						
2. The fee for consideration of assignment/corporate change requests include any applicable 'change in Banking Information' fee.						

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Corporate Services  
 Division: City Clerk's

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Marriage Licence Fee	\$ 155.00	\$ 160.00	N	3.2%	Guideline increase, rounded to the nearest dollar
2	Death Registration Administration Fee	\$ 45.00	\$ 47.00	N	4.4%	Guideline increase, rounded to the nearest dollar
3	Certified Copies	\$ 26.55	\$ 28.00	Y	5.5%	Guideline increase, rounded to the nearest dollar after HST applied
4	Photocopies	\$ 0.35	\$ 0.37	Y	5.7%	Guideline increase, rounded to the nearest penny after HST applied
5	Commissioner of Oaths	\$ 21.68	\$ 22.35	Y	3.1%	Guideline increase, rounded to the nearest nickel after HST applied
6	Proof of Residence Letter	\$ -	\$ 25.00	Y	NEW	<b>New Fee</b> - New fees are in response to council direction to increase user fees toward full cost recovery, or user fee waivers that can be reduced or eliminated over a one to three-year phase in period. Proof of Residence letters are currently free and it is the intention to bring them in line with Certified True Copies in three (3) years. (GIC July 8, 2019)
7	Commissioner of Oaths - Pension Forms	\$ -	\$ 15.00	Y	NEW	<b>New Fee</b> - currently this service is offered free of charge, staff plan to phase in the cost as per council direction. It is the intention to bring pension form fees in line with existing commissioning fees within three (3) years.

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

**Department: Corporate Services**  
**Division: Financial Services - Taxation**

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Registration of Delinquent Accounts - Phase 1	\$ 1,104.90	\$ 1,138.05	N	3.0%	Guideline increase, rounded to the nearest nickel
2	Registration of Delinquent Accounts - Carried to Tax Sale	\$ 1,411.10	\$ 1,453.45	N	3.0%	"
3	Extension Agreements	\$ 204.30	\$ 210.45	N	3.0%	"
4	Tax Certificate (manual and on-line)	\$ 61.30	\$ 63.15	N	3.0%	"
5	Tax Letters (Analysis, Income Tax, Paid in Full) - per year	\$ 27.05	\$ 27.85	N	3.0%	"
6	Ownership change fee	\$ 14.55	\$ 15.00	N	3.1%	"
7	Mortgage Company - on-line account balance/status (annual fee per property account)	\$ 5.80	\$ 5.95	N	2.6%	"
8	Mortgage Company - payout statement / account detail (per account)	\$ 11.75	\$ 12.10	N	3.0%	"
9	Tax Transfer Fee - Balances transferred to City tax roll	\$ 34.25	\$ 35.30	N	3.1%	"
10	NSF Fee - Processing fee on all 'returned' payments	\$ 34.25	\$ 35.30	Y	3.1%	Guideline increase, rounded to the nearest nickel after HST applied
11	Admin Fee for Arrears Notices (on arrears > \$50)	\$ 3.00	\$ 3.10	N	3.3%	Guideline increase, rounded to the nearest nickel
12	Admin Fee for 3 Years Arrears Letter (Pending Lien Registration)	\$ -	\$ 10.00	N	NEW	<b>New Fee</b> - to recover cost of annual 3 years arrears letter warning of potential lien registration
13	New tax roll account fee	\$ 18.05	\$ 18.60	N	3.0%	Guideline increase, rounded to nearest nickel
14	Apportionment fee - Current year	\$ 60.05	\$ 61.85	N	3.0%	"
15	On-line Tax Certificate - delinquent account turn off/on	\$ 34.25	\$ 35.30	N	3.1%	"
16	Misapplied Payments - payment transfer (Taxpayer or Financial Institution error)	\$ 34.25	\$ 35.30	N	3.1%	"
17	Reprint of prior year tax bill (no charge for current year tax bill) - per bill	\$ 11.75	\$ 12.10	N	3.0%	"
18	Full Tax Deferral Program - application fee	\$ 200.00	\$ 200.00	N	0.0%	3-year pilot (2018-2020) - fees to be reviewed if program is continued after pilot
19	Full Tax Deferral Program - annual renewal fee	\$ 100.00	\$ 100.00	N	0.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Corporate Services

Division: Financial Planning, Administration & Policy

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Subdivision Agreement Finance Processing Flat Fee	\$ 1,477.50	\$ 1,521.85	N	3.0%	Guideline increase, rounded to the nearest nickel
2	Subdivision Agreement Finance Processing Per Lot Fee	\$ 15.40	\$ 15.85	N	2.9%	"
3	Subdivision Agreement Finance Processing Best Efforts Fee	\$ 1,477.50	\$ 1,521.85	N	3.0%	"
4	Subdivision Compliance Fee	\$ 69.45	\$ 71.55	N	3.0%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: Corporate Services  
 Division: Various

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Manual searches for records (per 15 minutes)	\$ 9.91	\$ 10.27	Y	3.6%	Guideline increase rounded to nearest nickel after HST
2	Preparation of Records for release (per 15 minutes)	\$ 9.91	\$ 10.27	Y	3.6%	"
3	Developing computer programs or other methods of producing a record from a machine (per 15 minutes)	\$ 19.82	\$ 20.44	Y	3.2%	"
4						

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.



## 2020 PROPOSED USER FEES AND CHARGES

Department: Corporate Services  
 Division: POA

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
1	Administrative review cost recovery fee	\$ -	\$ 60.00	N	NEW	<b>New Fee</b> - Cost recovery
2	Collection cost recovery fee	\$ -	Varies	Y	NEW	Pass through of collection fees to the defendant
3	Court Documents (POA) - per page	\$ 2.45	\$ 2.50	N	2.0%	Guideline increase, rounded to the nearest nickel
4	Certified Court Documents (POA) - per page	\$ 4.55	\$ 4.70	N	3.3%	Guideline increase, rounded to the nearest nickel

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.

## 2020 PROPOSED USER FEES AND CHARGES

Department: City Manager  
 Division: Human Resources

#	Service or Activity Provided or Use of City Property	2019 Approved Fee	2020 Proposed Fee	HST (Y/N)*	% Change in Fee	Basis for Fee Increase
Employee File Duplication:						
1	Base rate (0-10 pages)	\$ 120.10	\$ 123.90	Y	3.2%	Guideline increase rounded to the nearest nickel when HST added
2	Greater than 10 pages (per page)	\$ 1.22	\$ 1.28	Y	4.2%	"

\* Note: HST is not included in the 2019 Approved and 2020 Proposed Fee. If HST = 'Y', HST is collected in addition to the fee.



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

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	New Municipal Flexibility for Vacant Unit Rebates and Vacant/Excess Land Subclasses (FCS17021(b)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Gloria Rojas (905) 546-2424 Ext. 6247
<b>SUBMITTED BY:</b>	Mike Zegarac General Manager, Finance and Corporate Services Corporate Services Department
<b>SIGNATURE:</b>	

### RECOMMENDATION(S)

- (a) That, to align with Province's property tax treatment of the Vacant / Excess Land Subclasses, the City's Reduction Program for the Vacant / Excess Land Subclasses in the Commercial and Industrial Property Classes be discontinued starting in the 2020 taxation year;
- (b) That the City Solicitor be authorized and directed to prepare all necessary by-laws for the purposes of eliminating the property tax Reduction Program for the Vacant / Excess Land Subclasses in the Commercial and Industrial Property Classes.

### EXECUTIVE SUMMARY

In 2017, the Province approved legislation providing municipalities flexibility in the application of Vacant Unit Rebates and Commercial and Industrial Vacant / Excess Land Subclasses Reduction Program ("the Reduction Program"). On June 9, 2017, Council approved the phase-out of the Vacancy Rebate Program and directed staff to review the Reduction Program and report back at a later date.

The Reduction Program applies to commercial or industrial properties only in the vacant and excess land subclasses. These subclasses are taxed at a fixed percentage that is 30% to 35% below the tax rate of the broad class.

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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: New Municipal Flexibility for Vacant Unit Rebates and Vacant / Excess Land Subclasses (FCS17021(b)) (City Wide) – Page 2 of 7**

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Beginning in 2019, the Ministry of Finance started a phase-out of the subclass reduction factors applied to the Education rates with the goal of eliminating the reduction by 2020. This legislation applies to all municipalities, regardless of their own reduction program. A large number of municipalities have already taken steps to phase-out or eliminate the municipal portion of the tax reduction in order to align with the tax treatment of the Education portion.

Staff is recommending that the City eliminate the reduction program beginning in the 2020 taxation year in order to align with the direction taken by the Province. The assessment of vacant and excess land is already lower than that of improved lands. Therefore, reductions to the tax rate account act as a double benefit to these classes. In addition, the lower tax rate may also be a deterrent to the development of the property.

Eliminating the reduction program does not result in levy savings, but it redistributes the tax burden among property classes. Based on 2019 information, the elimination of the tax reduction will benefit the Residential property class by approximately 0.2% or \$8 for the average residential property.

The average increase for the commercial / industrial properties in the vacant and excess land subclasses would be approximately \$5,400 or 5.6% of the total tax bill for 2020. These properties already experienced an increase in 2019 of approximately \$960 or 2.7%, on average, as a result of year one of the phase-out of the reduction of the Education tax rate.

It is important to note that 4.6% of the total impact is attributable to the elimination of the reduction to the municipal tax rates and 1.0% is due to the provincially regulated elimination of the Education tax rate reduction, effective for the 2020 tax year. The City has no control over the Education tax rate and the increase due to the elimination of the reduction in the Education tax rate will take place regardless of the City's decision to modify the municipal portion of the tax bill.

**Alternatives for Consideration – See Page 7**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** Eliminating the reduction program for excess and vacant land subclasses does not result in any impact to the levy but it causes a shift of \$2,033,000 to the Commercial and Industrial property classes. Based on 2019 assessment information, the shift will result in a benefit to the residential property class of approximately 0.2% or \$8 for the average residential property in the City.

**Staffing:** N/A

**SUBJECT: New Municipal Flexibility for Vacant Unit Rebates and Vacant / Excess Land Subclasses (FCS17021(b)) (City Wide) – Page 3 of 7**

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**Legal:** In order to be included in the Provincial regulations, detailed changes to the existing program along with a Council resolution must be submitted to the Ministry of Finance. A deadline for submissions to be effective for the 2020 taxation year has not yet been set.

## **HISTORICAL BACKGROUND**

Detailed historical background regarding the Vacant Unit Rebates and Vacant / Excess Land Subclasses Reduction Programs can be found in Report FCS17021 “New Municipal Flexibility for Vacant Unit Rebates and Vacant / Excess Land Subclasses”.

In 2017, the Province approved legislation providing municipalities with flexibility in the application of Vacant Unit Rebates and Commercial and Industrial Vacant / Excess Land Subclasses Reduction Programs, allowing municipalities to customize the programs to their specific needs and circumstances, while maintaining the interests of local businesses.

Based on the analysis provided in Report FCS17021(a), Council approved the phase-out of the Vacancy Rebate Program but maintained the Vacant / Excess Land Reductions Program and directed staff to review the program and report back at a later date.

Starting in 2019, the Ministry of Finance implemented a phase-out of the subclass reduction factors applied to the Education rates for Commercial and Industrial Excess and Vacant Land subclasses. For 2019, the subclass reduction factor is being phased out by 50%, with the goal to fully phase-out those subclass reduction factors by 2020. This is outlined in Ontario Regulation 400/98, Subsection 11 of the *Education Act* and applies to all municipalities, regardless of their own reduction program.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The policy implications and legislated requirements of the reduction program are discussed in the Analysis and Rationale for Recommendation section of Report FCS17021(b).

## **RELEVANT CONSULTATION**

Province of Ontario, local business and community groups, Planning and Economic Development Department, Corporate Services Department (Taxation) and other municipalities.

**SUBJECT: New Municipal Flexibility for Vacant Unit Rebates and Vacant / Excess Land Subclasses (FCS17021(b)) (City Wide) – Page 4 of 7**

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**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Vacant / Excess Land Subclasses Reduction Program

For property assessment purposes, vacant land is land that has no buildings or structures and is not being used. Vacant land is also land on which a building or structure is being built but has not yet been used or land which a building or structure has been built but is substantially unusable.

Excess land is a portion of a property that is not developed and is in excess of the land required to serve or support the existing developed portion of the property improvement. For example, this may occur with shopping centres or hotels where they may have more land than they need for site coverage, access roads and parking.

The vacant and excess land subclasses reduction program applies to commercial or industrial properties only. These subclasses are taxed at a fixed percentage that is 30% to 35% below the tax rate of the broad class.

The City's current tax policy for the vacant / excess land subclasses is as follows:

- Commercial excess: 30% reduction
- Commercial vacant: No reduction
- Industrial excess: 30% reduction
- Industrial vacant: 30% reduction

Until 2018, the Province matched the reduction in Education rates to the one provided by the municipalities. However, starting in 2019, the Ministry of Finance implemented a phase-out of the subclass reduction factors applied to the Education rates for Commercial and Industrial excess and vacant land subclasses. For 2019, the subclass reduction factor is being phased out by 50%, with the goal to fully phase-out those subclass reduction factors by 2020. This legislation applies to all municipalities, regardless of their own reduction program.

As a result, the Commercial and Industrial properties in these subclasses (approximately 460) have a 30% reduction in the municipal rate but only a 15% reduction in the Education rate. For the 2020 tax year, the reduction in Education taxes will be completely eliminated.

Analysis

Municipal Property Assessment Corporation's (MPAC) valuation of the excess and vacant lands reflect the fact that the land is not being used or is not needed to support the existing business and, therefore, it has a lower assessment than improved lands.

**SUBJECT: New Municipal Flexibility for Vacant Unit Rebates and Vacant / Excess Land Subclasses (FCS17021(b)) (City Wide) – Page 5 of 7**

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Providing a reduction on the tax rate is an additional benefit to property owners of lands in these subclasses. This benefit is subsidized by all the other property classes since there are no reductions for vacant or excess land in any other property classes and, in fact, the commercial vacant land subclass has not had a reduction and has paid the full rate since 1998.

The lower tax rate for vacant and excess land may also be a deterrent to the development of the property. The elimination of the reduction may encourage the development of properties that would otherwise sit vacant for indefinite periods of time.

Eliminating the reduction program will not result in additional tax revenue for the City but will change the redistribution of the taxes among property classes as indicated in the table below (based on 2019 assessment information). This shift is exclusive of any other pressures such as reassessment and budget increases and will benefit the residential property class by reducing their tax impact by approximately 0.2% or \$8 for the average residential valued at \$358,600.

	<b>Total Incl. Education \$</b>	<b>Total Incl. Education %</b>
<b>Residential</b>	\$ (1,418,834)	-0.2%
<b>Multi-Residential</b>	\$ (166,396)	-0.2%
<b>Commercial</b>	\$ 476,358	0.3%
<b>Industrial</b>	\$ 1,556,305	3.3%
<b>Farm</b>	\$ (5,139)	-0.2%

The average increase would be approximately \$5,400 or 5.6% of the total tax bill for vacant and excess land subclasses in the Commercial and Industrial property classes. Increases range from \$9 or 0.0% to \$147 K or 6.9%. However, if the tax bill only includes properties in the affected subclasses, the increase could be up to 35% (approximately 160 properties). These properties already experienced an increase in 2019 of approximately 2.7%, on average, as a result of year one of the phase-out of the reduction of the Education tax rate.

It is important to note that 4.6% of the total impact would be attributable to the elimination of the reduction to the municipal tax rates and 1.0% would be due to the provincially regulated elimination of the Education tax rate reduction, effective for the 2020 tax year. The City has no control over the Education tax rate and the increase due to the elimination of the reduction in the Education tax rate will take place regardless of the City's decision to modify the municipal portion of the tax bill.

**SUBJECT: New Municipal Flexibility for Vacant Unit Rebates and Vacant / Excess Land Subclasses (FCS17021(b)) (City Wide) – Page 6 of 7**

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### Municipal Comparators

A large and growing number of municipalities have eliminated or are in the process of phasing-out the reduction program. These municipalities include: Guelph, Greater Sudbury, the regions of Durham, Waterloo, Halton and Niagara, Haldimand County, County of Renfrew, County of Perth, County of Elgin, the District of Muskoka, City of St. Thomas, Town of Thessalon, Village of Hilton Beach, Town of Espanola, Municipality of Oliver Paipouge, Township of Nairn & Hyman, Town of St. Mary's, Township of Baldwin and City of Kenora.

The County of Wellington and the regions of Peel and York will review the program during 2019 / 2020. Toronto, Ottawa, Kingston, London, Windsor have not taken any action yet.

### Consultation

The Province has provided a checklist which municipalities must review prior to submitting any request for changes to the Ministry of Finance. This checklist includes considerations for the implementation of the changes in terms of engagement with the business community and program details. The City conducted a consultation during April and May of 2017 including the following:

- Meetings with the Business Improvement Areas
- Meetings with the Hamilton Chamber of Commerce
- Circulation of Report FCS17021(a) to Community Hubs
- Engagement through the City's website, traditional and social media
- Provided the community an opportunity to appear as a delegation at the General Issues Committee (GIC) prior to approval of the final recommendations

The findings of the consultation were included in Appendix "A" to Report FCS17021(a) and are again attached as Appendix "A" to Report FCS17021(b). The City received a large number of comments with respect of the vacancy rebate but the feedback concerning the Reduction Programs was minimal. One objection to the elimination of this reduction was that the reduction was in place to compensate for impacts that occurred during the 1998 tax reform measures.

### **ALTERNATIVES FOR CONSIDERATION**

Council could consider the following alternative as explained below:



**SUBJECT: New Municipal Flexibility for Vacant Unit Rebates and Vacant /  
Excess Land Subclasses (FCS17021(b)) (City Wide) – Page 7 of 7**

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Phase-out the elimination of the reduction programs. Although this option would mitigate the impact to the property owners of lands in the vacant and excess land subclasses, this option is not consistent with the Provincial elimination of the reduction for the Education tax rate in 2020.

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

**Economic Prosperity and Growth**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report 17021(b) – Business and Public Feedback

GR/dt

## New Municipal Flexibility for Vacant Unit Rebates and Vacant/Excess Land Subclasses

### Business and Public Feedback

Shop. Eat. Play.



**Barton**  
VILLAGE  
Business Improvement Area

448 Barton St. East, Unit 2,  
Hamilton, ON L8L 2Y3



May 4, 2017

RE: Vacant Unit Rebate Program

To The City of Hamilton,

The Barton Village BIA would like to inform you that we are in favour of the **elimination** of the Vacant Unit Rebate Program. As an area that has some of the highest vacancy rates in the city we feel that the vacancy unit rebate has been detrimental in the revitalization of the street as it disincentives property owners to fully utilize their buildings.

Sincerely,

Rachel Braithwaite  
Executive Director  
Barton Village BIA  
289-682-9472

**Rojas, Gloria**

---

**From:** International Village BIA <info@hamiltoninternationalvillage.ca>  
**Sent:** April-12-17 11:17 AM  
**To:** Rojas, Gloria  
**Subject:** Vacancy Rebates

Hi Gloria,

As per the email that Carlo just sent me, please note that the International Village board of directors' position on that vacancy rebates is that we would like to see them eliminated completely.

If you have any questions, feel free to contact me anytime.

Thanks,

Susie Braithwaite

905-522-1778

**Rojas, Gloria**

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**From:** Gorni, Carlo  
**Sent:** May-09-17 11:06 AM  
**To:** Rojas, Gloria  
**Cc:** 'concessionbia@gmail.com'; Rojas, Gloria  
**Subject:** FW: Vacancy Rebate: Concession BIA  
  
**Importance:** High

Good morning Gloria.

Please see the email below from the Concession Street BIA.

Thanks.

Carlo

**Carlo Gorni**  
Business Improvement Area Coordinator  
Urban Renewal Section, Economic Development Division  
Planning & Economic Development Department  
City of Hamilton  
71 Main Street West, 7<sup>th</sup> Floor  
Hamilton, ON L8P 4Y5  
905-546-2424 x2632  
[Carlo.gorni@hamilton.ca](mailto:Carlo.gorni@hamilton.ca)



[www.hamilton.ca/canada150](http://www.hamilton.ca/canada150)

*Please consider the environment before printing this email.*

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**From:** ED of BIA [<mailto:concessionbia@gmail.com>]  
**Sent:** May-09-17 10:57 AM  
**To:** Gorni, Carlo  
**Subject:** Vacancy Rebate: Concession BIA  
**Importance:** High

Hello Carlo,

Further to this mornings meeting, could you please share this with Gloria Rojas regarding the Vacancy Rebate review.

---

The Concession Street BIA is in full support of eliminating the Vacancy Rebate program within the boundaries of our Business Improvement Area. This change will be a great asset in ensuring we have an incentive that will deter buildings sitting vacant for extended periods of time.

Please let me know if we can be of any other assistance Gloria.

Thank you.

Warm regards,

Cristina Geissler

Executive Director  
Concession Street BIA  
534 Concession Street  
Hamilton, ON  
L8V 1A6  
289 933-8899  
[concessionbia@gmail.com](mailto:concessionbia@gmail.com)

[www.concessionstreet.ca](http://www.concessionstreet.ca)

[FACEBOOK](#)

[TWITTER](#)

[INSTAGRAM](#)

**Rojas, Gloria**

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**From:** Rojas, Gloria  
**Sent:** May-11-17 2:27 PM  
**To:** Rojas, Gloria  
**Subject:** Feedback on Vacancy Tax Rebate

**From:** Executive Director [<mailto:executivedirector@shopancastervillage.com>]  
**Sent:** May-10-17 9:27 AM  
**To:** Rojas, Gloria  
**Subject:** RE: Feedback on Vacancy Tax Rebate

Gloria,

As discussed at the meeting yesterday, the Ancaster BIA discussed this issue at their Board meeting in February, 2017.

The recommendation from the Ancaster BIA is one of the follow 2 options:

The committee recommended that the vacant property's owners should have the 30% rebate for one year only or a full repeal of the rebate.

Please let me know if you require any further information.  
Kind regards,

Jennifer Mattern  
Executive Director  
Ancaster BIA  
289-239-7828

Please note my email has changed: [executivedirector@shopancastervillage.com](mailto:executivedirector@shopancastervillage.com)

**Rojas, Gloria**

---

**From:** Jerome Skara [REDACTED]  
**Sent:** April-20-17 5:05 PM  
**To:** Rojas, Gloria  
**Subject:** Vacant building tax rebate

Here's a Common Sense By-Law idea.

Once the LRT dig starts (if it starts,,,?), then remove the vacant property tax rebate and apply it to the businesses on the LRT corridor. If memory serves me correctly, it would be nearly the exact same number of businesses as vacant properties wouldn't it?

Just a simple thought showing Hamilton is capable of moving forward and helping biz out while construction heartaches are in play.

Jerome Skara  
Owner  
Gown and Gavel  
24 Hess Street South  
Hamilton

Sent from my iPhone



**Rojas, Gloria**

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**From:** Julie Michal <tipthescaledipthetax@gmail.com>  
**Sent:** May-01-17 8:06 AM  
**To:** Hewitson, Tom  
**Cc:** Zegarac, Mike; georgel@ndp.on.ca; Green, Matthew; Office of the Mayor; tmcmeekin.mpp.co@liberal.ola.org; info.propertytax@ontario.ca; Rojas, Gloria  
**Subject:** Re: Provincial Tax Rebate

Hi Tom,

As part of a dedicated group of residents from Hamilton, thank you for your response. As a community member committed in seeing this tax rebate being repealed I have some concerns with respect to the inclusion of Hamiltonian's with in your community engagement process and the dissemination of information to the community. Your current article in the Hamilton Spectator encourages input until May 13th from the broader community and imply's only business owners are welcome to speak at the June 7th GIC. Targeting the Neighborhood Action Strategy and community groups without appropriate time for discussion, dissemination and response makes the action appear as a check box instead of a sincere attempt to obtain community input.

In regards to this important issue many cities in the province of Ontario are experiencing as a result of the Current Provincial Property Tax Rebate. This rebate is being applied to vacant and semi-vacant buildings. From our perspective, the rebate encourages speculation, not stewardship or commercial revitalization as it was originally intended. The depressed look of the vacant buildings turns potential customers away and also discourages many other businesses from relocating to the area. These vacant buildings also bring crime to these streets by offering a haven for various types of criminal activity. As a result of these issues, we have started a petition to which MPP Andrea Horwath presented to the Legislative Assembly of Ontario December 6th 2016, to repeal the "Property Tax Rebate for Vacant Commercial and Industrial Buildings" under section 364 of the Municipality Act 2001 and Ontario Regulations 325/01.

In repealing the tax rebate, business owners that are operating adjacent to the vacant and semi-vacant buildings would incur a benefit through a potential increase in the economics of "agglomeration" (the increase of patronage to businesses obtained when locating near other businesses). We also feel that local residents living near these vacant and semi-vacant buildings would benefit through enhanced public safety. Additionally, we feel that both businesses and residents will benefit from improvements in the look and walk-ability of their street, their neighborhoods and their larger communities.

Sincerely,

Julie Michal

<https://www.facebook.com/tipthescaledipthetax/>

On Thu, Apr 20, 2017 at 12:07 PM, Hewitson, Tom <[Tom.Hewitson@hamilton.ca](mailto:Tom.Hewitson@hamilton.ca)> wrote:

Hello Julie, thank you for your interest as the City reviews the Vacant Unit rebate and Vacant/Excess Land reduction.

I am attaching the communications document which is being circulated to the business community and neighbourhood associations. This includes the neighbourhood hubs. We are working with Community Services – Neighbourhood Action Strategy section to reach out to the hubs and this should occur shortly, but again, I am providing this to you now in response to your inquiry.

In addition there will be a media release and social media message.

Interested parties are encouraged to provide us written responses by either May 5<sup>th</sup> (to be included in our final report) or May 13<sup>th</sup> to be included as correspondence in the June 7<sup>th</sup> GIC agenda. Delegations are also welcome to the June 7<sup>th</sup> GIC meeting.

If you have any questions, feel free to contact me.

Tom

**Tom Hewitson**

**Rojas, Gloria**

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**From:** John Neary [REDACTED]  
**Sent:** May-11-17 12:50 PM  
**To:** Rojas, Gloria; Office of the Mayor; Johnson, Aidan; Farr, Jason; Green, Matthew; Merulla, Sam; Collins, Chad; Jackson, Tom; Skelly, Donna; Whitehead, Terry; Conley, Doug; Pearson, Maria; Johnson, Brenda; Ferguson, Lloyd; VanderBeek, Arlene; Pasuta, Robert; Partridge, Judi  
**Subject:** Vacant Unit Tax Rebate Program  
**Attachments:** 1 Business Consultation - Vacancy Rebate and Excess Vacant Land (1) (2).pdf; Queen's Park Forces Hamilton To Reward Failure - Raise the Hammer.pdf

Dear Mayor Eisenberger and Councillors,,

I write to you concerning the potential changes to the Vacant Unit Tax Rebate Program and the Vacant/Excess Land Discount Rate, as described in the attached consultation document. I note that you have solicited feedback from business owners but not from residents or homeowners, although the latter groups are impacted by this tax rebate program in important ways. As a resident and homeowner in the Beasley neighbourhood in Ward 2, I respectfully submit that continuing these rebates and discounts will be injurious to Hamilton residents, homeowners, and operators of legitimate businesses. The only interest group that benefits from these rebates is property speculators. There is no legitimate interest in continuing these harmful programs.

By definition, if a building is empty, then it houses no business; if a piece of land is vacant, then no business operates upon it. It is therefore a logical fallacy to hold that a vacancy rebate could be "good for business". The only business that can benefit from a vacancy rebate is one that does not actually use land or buildings, but simply purchases them and keeps them vacant in the hope of a return on capital down the road. While citizens and businesses have every right to purchase property, the City does not owe them a discounted tax rate as a reward for property speculation.

The City requires a certain amount of property tax revenue each year, along with other revenue streams, in order to cover the cost of the services it provides. Discounts on property taxes for one set of landowners must necessarily be balanced by higher property taxes for other landowners. This phenomenon is hidden, but it is nevertheless real. The \$5-6 million dollars discounted to owners of vacant buildings and empty land represents a hidden \$5-6 million surtax on other property owners in our community. This differential taxation is profoundly unjust.

Many others have made the point that vacant buildings have a negative impact on the neighbourhoods around them. Having lived across from the empty Cannon Knitting Mills building for the past eight years, I entirely agree. What is often overlooked is that vacancy tax breaks do not just reward owners of vacant buildings and empty land, they actively encourage vacancy. The owner of an underused property, in deciding whether to redevelop it, lease it to a tenant, or keep it vacant, will compare the costs of vacancy (maintenance and taxes) to the opportunity costs of redeveloping or leasing the space. By lowering the carrying cost of vacant properties, tax breaks for vacancy provide a direct incentive for landowners to keep their properties unused. The most stark example of this, as I have argued before (see attached article), is that when North Carolina offered Siemens a tax discount to move their operation from Hamilton, we implicitly held out a tax discount for Siemens to vacate their property in our city. The same argument holds for the unused Stelco lands.

Many will argue that increasing property taxes on empty properties is unfair, because these properties are empty as a result of poor market conditions. This argument would have been superficially plausible in the late

20th century when land values were falling and businesses were closing across the lower city. Even then, a closer analysis would reveal that the tax rebates simply acted to further encourage vacancy. Moreover, when discussing the owners of vacant commercial and industrial properties, we should be clear that we are not talking about a group of people who are economically marginal. Anyone who is affluent enough to not only own commercial or industrial property but to keep it empty as a form of land speculation is not a person who needs a bailout from the municipal government. Finally, with land prices rising rapidly across the City of Hamilton, the owners of vacant properties have already seen substantial growth in the value of their assets. They do not need a further handout from the City in the form of an unjustifiable tax break. Landowners who genuinely cannot see a way to develop their properties can simply sell them to other people who do want to develop them, and the sellers will reap substantial capital gains by so doing.

The purported benefit of vacancy tax breaks for businesses is a mirage, but the harms to residents, homeowners, and legitimate businesses are very real. There is no argument for continuing these tax breaks as they are, or for tweaking them as described in the consultation document. These tax breaks should simply be eliminated.

Sincerely yours,

John Neary

  
Hamilton, ON

**Rojas, Gloria**

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**From:** Lisa Anderson <info@downtowndundas.ca>  
**Sent:** May-09-17 3:04 PM  
**To:** Rojas, Gloria  
**Cc:** Phyllis Kraemer; Gorni, Carlo  
**Subject:** Vacant Unit rebate motion from Downtown Dundas BIA board of management

Good morning Gloria,  
At the Dundas BIA's board of management meeting on Tuesday May 2, 2017 the following motion was moved and carried in regards to reviewing the vacant unit rebate.

**D. Mills/L. Eisenberger**

**That the vacancy rebate be one year plus a second year by special application.**

**Carried**

Thank you,  
Lisa

--  
--

Lisa Anderson | Co-ordinator | Dundas BIA | [289-775-1620](tel:289-775-1620)  
[www.facebook.com/DowntownDundasBIA](http://www.facebook.com/DowntownDundasBIA) | Twitter: @dwntwnDundasBIA

*Dundas International Buskerfest June 2, 3 & 4 2017*

**Rojas, Gloria**

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**From:** Tim Sonic Unyon  
**Sent:** April-25-17 6:59 PM  
**To:** Rojas, Gloria  
**Subject:** Vacant Unit Tax rebate

Vacant Unit Tax rebate issue

As a long time property owner in Hamilton we have always felt compelled to fill our building units with tenants. In 25 years we have barely used the Vacant Unit Tax rebate system. Only in one property over a 25 years period. Our property holding companies currently own 14 properties in Hamilton all of which are completely leased or sitting at 90% leased.

I feel this system has a tendency to be abused by out of town property owners and speculators who have no incentive to improve, update, renovate and lease their space. For this reason, I feel it is necessary to place time limits on these incentives and engage with these property owners to work towards getting their properties back on the open market. I feel an appropriate time frame is 2-3 years.

thanks

Tim Potocic  
Sonic Unyon Records Management and Live  
Supercrawl - Because Beer - Seven Sundays - Mils Hardware  
905-777-1223 office / 905-928-4126 cell

**Rojas, Gloria**

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**From:** John Henley [REDACTED]  
**Sent:** May-07-17 12:28 PM  
**To:** Rojas, Gloria  
**Subject:** Vacant Unit Tax Rebate programme

As someone who has benefited from the programme I would like to offer my perspective and why the programme has been helpful to me.

I can quite understand the attitude of City councils towards people who deliberately keep properties empty in order to benefit from an increase in property prices. Those are the people who should be targeted in any new legislation.

There is a big difference between people like me who might purchase a property with a view to upgrading it and making it available to tenants (in my case, small commercial tenants) and those who choose to buy a property and leave it vacant because their equity increases faster than if their money were deposited in a bank.

In my case, I bought an old 1840s mill building back in 1986 in an area that is mainly residential now. By the 1990s the economy was faltering and it was not that easy to fill the spaces, so any relief I could get through the tax rebate programme was appreciated, and helpful to a small businessman like myself.

In 2006 there was a fire in the building caused inadvertently by a tenant. The place had to be closed down and renovations took 2 1/2 years to complete, during which time finding new occupants was pointless.

Once the main building was renovated, I was able to look for new tenants, but, because of the location of the property, this proved difficult and it has taken many years to fill the place.

During that time the tax rebate for vacancy has been very useful and I have now reached the point where I expect the remainder of the space to be leased out this year. That means no application to Hamilton for vacancy rebates for 2018 onwards, unless there is an unexpected turnover of tenants.

Every expense related to the vacant areas falls on me to pay. That includes property taxes, maintenance and utilities. Receiving a rebate for the property taxes has always proved helpful and has been appreciated.

I think the City needs to differentiate between those who apply for a rebate because they need to and who have valid reasons, and those who are deliberately keeping properties vacant in anticipation of seeing a growth in their investment.

From what I read, it would appear that the City would like to impose some sort of time period after which the rebate would be disallowed.

Again, this approach needs to focus on those who need the rebate as opposed to those who are deliberately keeping their properties empty for all the wrong reasons.

By keeping residential properties vacant, owners are denying living space to many people. If one buys an investment property the purpose is usually so that there will be a return on their investment, so the need to keep it tenanted, whether commercial, residential or mixed, is important. These are the type of owners who need the support.

However, buying places just so that they can deliberately be kept empty is in no one's interest other than the owner.

The City needs to differentiate between the two types of owners and not penalize one in order to nail the other.

Setting a time limit to rent out property or pay full property taxes may be appropriate for the investor who keeps his property vacant out of choice, but it is not for the investor who seeks to lease out property, but circumstances do not always produce tenants as and when you want them.

One angle to watch out for would be people who post excessively high rents to "show" that they are trying to rent a property, knowing full well that no one in their right mind will pay the rent being asked.

That way they are showing their willingness to look for tenants but are pricing everyone out of the market to ensure their properties remain vacant and qualify for the rebate.

At the end of the day, the powers that be at the City must decide whether applicants are reasonable in their request for a property tax rebate based on genuine efforts to rent out the vacant spaces, or if they are deliberately gaming the system for their own long term benefit.

Regards

John Henley

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*RioCan Management Incorporated*

**MEMO**

**TO:** City of Hamilton Staff

**FROM:** Mirian Mamaril-Padilla, Manager of Real Estate Tax, RioCan

**DATE:** May 5, 2017

**SUBJECT:** Vacancy Rebate Program – Hamilton City

**INTRODUCTION**

The city of Hamilton announced the potential elimination of the vacancy rebate program starting in 2018. Business owners use the program to mitigate losses. The support of the government to continue the rebate program will allow businesses to focus on growth.

Two factors such as co-tenancy clauses and changing market conditions can negatively affect the growth of the economy. The real effects of co-tenancy clauses under an enclosed neighborhood mall, power centre, and new format retail are discussed in this report.

Hamilton also assumes the business owner receives vacancy adjustments by way of MPAC's valuation records. The reality of this adjustment is also discussed in detail within the body of this report.

**ENCLOSED NEIGHBORHOOD MALL**

Malls are considered to be the top 50 wonders of the revolutionized world in the lives of consumers (Consumer Report, 1986). In order for business owners to provide their consumers with a positive experience, the upkeep of the property is essential. If the property suffers from vacant units, the expense of the mall continues. Property tax, maintenance, garbage, and management expenses still need to be paid.

If an Anchor leaves the mall, co-tenancy tenants have the right to exercise their co tenancy clause. This means that Tenants B and C may terminate their Lease without penalty if an Anchor ceases their business. An anchor tenant may shut down business for various reasons. One reason is due to bankruptcy.

The absence of tenants in a mall would result in a loss to the community as well as the business owner. Even though the landlord is still at a loss with a vacancy rebate, the damage could have been far worse.

## POWER CENTRE

The importance of our tenants to succeed in a power centre is crucial. This is because the expense runs high in these centres. In addition, an empty big box unit due to vacancy gives the public an unappealing impression of the vicinity.

If an Anchor exits the power centre, Tenant B may terminate its Lease after 365 days. Tenant C may terminate its Lease after 180 days. Three tenants leaving this centre results in a significant loss in growth.

Since power centres are fairly new, they have higher assessments and taxes. It is imperative that expense in a power centre is kept low because, property tax is an uncontrollable cost. High taxes continue to be remitted regardless if tenants stay or leave the power centre. Also, a vacant unit in a power centre is visibly noticeable to the public. This is due to its sheer size and its big box presence in the centre. Consumers may see a big empty box in the middle of a power centre in a negative way which may lead to the perception of decreased growth in the community. Timing is of the essence when finding a new tenant to fill in such vacancy.

The support of the vacancy rebate would mitigate the loss significantly in a power centre.

## NEW RETAIL FORMAT

Similar to the power centre blueprint, new retail format is a mix of big box, medium and small units. Some new retail format centres have shadow anchors. These anchors sit near the property but do not officially form part of the property. The shadow anchor sits on land owned by *another* landlord. The purpose of the shadow tenant is to simply attract potential customers for the nearby centre.

A negative change in consumer taste could devastate the viability of the shadow anchor business. Also, negative market conditions can severely impact the adjacent sites. Since we have limited communication with our shadow anchor, we know little of their cash flow. This challenge makes it difficult to predict growth.

Tenant B can terminate its Lease if the shadow anchor ceases business. And, Tenant C may decrease its minimum rent from \$21 to \$4 per square foot. Tenant C is still responsible for its expenses but, a loss still occurs due to a drastic drop in rent. Although a loss still occurs for the business owner, a vacancy rebate lessens the full loss on impact.

## MPAC's VALUATION RECORDS AND VACANCY

MPAC gives an allowance for vacancy; but, this reflects a standard pattern of behavior that is considered normal for the purpose of equitable assessment. An allowance is based on the information acquired from the annual financial statements for the property. This is NOT a vacancy rebate.

In addition, MPAC does not give further allowances to chronically vacant units. Conditions need to be met first in order for such a treatment to take place. First, a unit has to suffer a certain type of functional obsolescence (such as a unit facing the rear of the shopping centre). Second, a unit that suffers from obsolescence would have to be vacant for at least three years or more. MPAC does not arbitrarily give allowances to units just because they are vacant.

## CONCLUSION

Vacant units are a loss to the business *and* community. Assumptions by Hamilton were made that business owners 'encourage a lack of property development' under the program. However, there is no incentive to leave the property undeveloped. Negative cash flows of the business due to vacancy contradict this assumption.

A vacancy rebate lessens the overall negative impact when tenants leave the shopping centre. These rebates assist in mitigating the heavy expenses left behind by vacating tenants.

## RECOMMENDATION

Keep the vacancy rebate program in existence. Heavy expenses in a retail operation do not disappear when a tenant exits the retail sector. The hardship on business and the community become greater when a vacancy occurs.

RioCan will endorse adjustments to the program by eliminating rebates on units chronically vacant for three years or more. Those who also abuse the program should not be eligible for a rebate under any circumstance.

**City of Hamilton's Review of the Vacancy Rebate Program  
and the Vacant and Excess Land Subclasses**

**Position of Cadillac Fairview (Owner Lime Ridge Mall)**

**Background**

The Vacancy Rebate Program was implemented in 2001 in order to compensate non-residential property owners for the property tax increase on vacant building premises caused by the amalgamation of business and realty tax into a single realty tax.

Under the previous pre-reform system, business tax was charged directly to tenants of business properties based on rates of 30%, 50% or 75% of the property assessment depending on the type of business activity. No business tax was levied to property owners on vacant premises and the property tax rate on the assessed value of vacant premises was 15% lower than the rate applied against occupied premises.

A property owners' tax liability on vacant premises was on average 42% lower than occupied premises.

The Vacancy Rebate Program allows for a partial rebate of the taxes paid on vacant space, if vacant for 90 days or more, of 30% for commercial property and 35% for industrial property. Although the rebate program does not compensate landlords to the 42% tax reduction based on real time vacancy of the pre-reform system, it does provide a tax reduction applicable to vacant premises as the pre-reform system had done.

Contrary to the staff report dated April 5, 2017, the vacancy rebate was not established to "...assist property owners in time of economic downturn..." but to specifically compensate for the increase in property tax to property owners as a result of the forced roll in of the tenant business tax into the property tax.

**Misconceptions about the Vacancy Rebate Program**

**Property Owners are Intentionally Leaving Leasable Premises Vacant and Eliminating the Vacancy Rebate will Incent Owners to Pursue Productive Use of Vacant Property**

Even with the Vacancy Rebate program rebates of 30% or 35%, owners of vacant units still pay 65% - 70% of property taxes on that vacant space. It does not make any economic sense that property owners would intentionally keep a premises vacant in order to receive

the rebate rather than lease the space and recover the taxes. The existing legislation provides that the premises be capable of being leased for immediate occupation, undergoing repairs or renovations or was unfit for occupation. In addition to 65% - 70% of property taxes, landlords will also have to absorb operating costs and rent loss on vacant premises which makes it highly unlikely that eliminating the vacancy rebate would be the incentive to pursue productive use of vacant property.

### **MPAC Accounts for Vacancy in Valuations of Commercial and Industrial Property**

MPAC's valuation methodology for commercial and industrial property has not changed since well before the elimination and amalgamation of business tax with property tax in 1998. The allowances provided in MPAC's valuation methodology are based on normal market conditions and represent standard appraisal practice for the valuation of real estate. MPAC's vacancy allowance does not represent the actual vacancy of a property. The Vacancy Rebate is tax policy legislation which recognizes that vacant space never attracted business taxes. Any elimination of the Vacancy Rebate results in a tax increase to owners of non-residential property.

### **Vacancy Rebates Provide Benefits to Land Speculators that have no Intention of Leasing a Premises**

Vacancy Rebate legislation requires that a premises must be capable of being leased for immediate occupation or incapable of being leased for immediate occupation as it was under construction. If landlords are purposefully keeping premises vacant, a municipality may deny their application.

### **Addressing Concerns of Municipalities about the Vacancy Rebate Program**

#### **Three Year Time Limit on Vacancy Rebate for Same Space Vacancy**

A property owner that is perpetually keeping a premises vacant should not be allowed to capitalize on the vacancy rebate program.

We would endorse a change to the program which would place a maximum consecutive term benefit at three years for any premises plus more rigid proof of actively leasing the premises.

#### **Self Funding of the Vacancy Rebate Program through the Commercial/Industrial Classes**

The industry has responded to several municipality's concerns that all property classes fund the vacancy rebate program by recommending a self-funding mechanism through a marginal increase in the commercial/industrial tax rates. This self-funding could also incorporate municipal administrative fees currently associated with the program.

### **Summary Vacancy Rebate**

Ontario's vacancy rebate program was implemented to mitigate the tax increases to property owners as a result of the Province's decision to eliminate and amalgamate business taxes with realty taxes. This amalgamation was neither requested nor endorsed by property owners and the vacancy rebate program was the result of active lobbying by the industry at the time in order to mitigate this increase. Although property owners' tax expense on vacant space increased approximately 45%-50%, the vacancy rebate program allowed a maximum relief of 30-35% and only then if the space was vacant for a minimum of 90 days. Not only did owners assume the responsibility of the collection of the old business tax from the municipalities, they were subject to a tax increase as the vacancy rebate program did not fully compensate for increased taxes on vacant space.

Any movement by the City of Hamilton to eliminate the vacancy rebate program would amount to a tax increase to owners of commercial and industrial property.

Cadillac Fairview believes that the vacancy rebate program is still valid as a tax mitigation tool for owners of vacant commercial premises and that the vacancy rebate provides for an offset of a portion of property taxes that is used to actively market and re-purpose our vacant premises into viable long term tenancies.

The vacancy rebate should be retained by the City of Hamilton, however, we are willing to endorse efforts which would prevent abuses of the program, including term limits on same space vacancy and if necessary, self funding of the program by the non-residential tax classes.

### **Vacancy / Excess Land Subclasses**

Similar to the vacancy rebate, owners of vacant lands in the vacant/excess land sub-classes are entitled to a legislated 30%-35% reduction in property taxes, again to compensate the owner for the business tax that was never levied on vacant land. The elimination of the legislation would result in an increase in property taxes on land held awaiting opportunities for development or expansion. Just as any reduction in the vacancy rebate is tantamount to a de facto property tax increase for vacant space, elimination or reduction in the vacant / excess land subclasses would also increase carrying costs for land awaiting commercial and industrial development / expansion opportunities. This disincentive may result in land developers investing in opportunities in strong growth municipalities where development timelines are short.

## Summary

The City of Hamilton should carefully consider the effect that elimination of the Vacancy Rebate and Vacant and Excess Land Sub-classes policy may have on the economic vitality of the city. Specifically, the de facto property tax increases and carrying costs resulting from the elimination of these bona fide entitlements could mean that some smaller landlords step back from building ownership and acquiring land for future development opportunities and larger landlords review their capital investment opportunities.

Cadillac Fairview, as a major investor in the future of Hamilton strongly urges retention of both of these programs.



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

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	December 4, 2019
<b>SUBJECT/REPORT NO:</b>	Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Ken Coit (905) 546-2424 Ext. 6281
<b>SUBMITTED BY:</b>	Carrie Brooks-Joiner Director, Tourism and Culture Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATIONS

- (a) That the City of Hamilton accept the donation of a memorial commemorating the genocide against the Tutsi in Rwanda in 1994 from the Rwandan Canadian Community of Hamilton to be installed at Hamilton City Hall, 71 Main Street West.
- (b) That the Mayor and City Clerk be authorized and directed to execute any agreements and ancillary documents, between the City of Hamilton and Rwandan Canadian Community of Hamilton to accept the donation of a memorial commemorating the genocide against the Tutsi in Rwanda in 1994, with content acceptable to the General Manager of the Planning and Economic Development Department, in a form satisfactory to the City Solicitor.
- (c) That \$800 donated by the Rwandan Canadian Community of Hamilton for the long-term maintenance of the monument be deposited to the Public Art and Monuments Maintenance Balance Sheet Account 22323-000100.

### EXECUTIVE SUMMARY

The Rwandan Canadian Community of Hamilton is seeking to donate a small black granite memorial commemorating the genocide against the Tutsi in Rwanda in 1994 to

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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: Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (Ward 2) - Page 2 of 6**

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the City of Hamilton to be installed on the west side of City Hall and to make a financial donation of \$800 to offset long-term maintenance costs of the memorial. Staff worked with the donor to develop a detailed donation proposal as per the process outlined in the Council approved Art and Monuments Donation Policy and to evaluate this proposal against donation criteria outlined in the policy. These criteria include relevance, appropriateness of the location, durability, public safety and legal requirements. Staff has concluded that the donation satisfies the criteria, has negligible cost impacts on the City and will add to the cultural richness of City Hall grounds and is therefore recommending that the donation be accepted.

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** All fabrication and installation costs are to be funded by the donor. A contribution of \$800 is to be provided by the donor to help offset the long-term maintenance costs for the memorial.

**Staffing:** N/A

**Legal:** An agreement between the City of Hamilton and the Rwandan Canadian Community of Hamilton will have to be prepared and executed for the City to accept the donation.

**HISTORICAL BACKGROUND**

The Rwandan Canadian Community of Hamilton approached the Mayor's Office and Councillor Esther Pauls about the donation of a memorial in 2018 in anticipation of the 25<sup>th</sup> anniversary of the genocide in April 2019.

The Art and Monuments Donation Policy (PED19068) was approved by Council at its April 10, 2019 meeting.

A preliminary donation proposal was received on April 15, 2019.

A detail donation proposal was received July 29, 2019.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

This Donation Proposal was reviewed and evaluated as per the requirements and process of the council approved Art and Monuments Donation Policy.

**SUBJECT: Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (Ward 2) - Page 3 of 6**

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71 Main Street West, City Hall is a property designated under the Ontario Heritage Act Part IV (06-011). A heritage permit is therefore required for the installation of the proposed monument. This permit has been obtained.

**RELEVANT CONSULTATION**

Internal

Manager, Heritage Resource Management Section, Tourism and Culture Division, Planning and Economic Development Department

Conservator, Heritage Resource Management Section, Tourism and Culture Division, Planning and Economic Development Department

Manager, Forestry and Horticulture Section, Environmental Services Division, Public Works Department

Cultural Heritage Planner, Development Planning Section, Planning Division, Planning and Economic Development Department

Manager, Strategic Planning, Capital and Compliance Section, Energy, Fleet and Facilities Management Division, Public Works Department

Corporate Security Specialist, Facilities Planning and Business Support Section, Energy Fleet and Facilities Management Division, Public Works Department

Manager, Landscape Architectural Services Section, Environmental Services Division, Public Works Department

Manager, Parks and Cemeteries Section, Environmental Services Division, Public Works Department

Urban Forest Health Technician, Forestry and Horticulture Section, Environmental Services Division, Public Works Department

External

Heritage Permit Review Subcommittee September 17, 2019.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

The Rwandan Canadian Community of Hamilton is proposing to donate a small black granite memorial commemorating the genocide against the Tutsi in Rwanda in 1994 to

**SUBJECT: Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (Ward 2) - Page 4 of 6**

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the City of Hamilton to be installed by the donor on the lawn on the west side of City Hall grounds.

The Director of Tourism and Culture received a preliminary proposal for this donation in April 2019. Staff subsequently worked with the donor to develop a Detailed Donation Proposal, attached as Appendix "A" to Report PED19237, illustrating the proposed design and addressing the relevance, proposed location, durability, public safety, legal and financial requirements of the donation as outlined in the City of Hamilton Art and Monuments Donation Policy and the Art and Monuments Donation Process.

### Relevance

The group describes the reason for and the relevance of the proposed memorial in their donation proposal as follows.

The memorial:

- Will be a reminder that the Genocide against Tutsi was a crime against humanity,
- Will be a strong message for fighting an ever-growing movement of genocide denial,
- Will be a reminder to the International community to how it failed to prevent and to stop the genocide while The United Nations had the military Peace Keepers on ground,
- Will be a symbol for Hamiltonians to realize that no communities are immune to this type of atrocity.
- Will be an educational tool for peace building, a representation of the resilience of the genocide survivors and encouragement that the community stands in solidarity with them. Most of the survivors never had a chance to bury their loved ones; this monument will help in their grieving process, contribute to their healing journey, and to finding closure.
- The Genocide against Tutsi in Rwanda in 1994 was the fastest of the century (over one million killed in a hundred days) and was preventable.
- The site is already home to other monuments displaying cases of Human Rights violations, Discrimination, Injustice and Hate Crimes.

### Evaluation

The Detailed Donation Proposal was circulated to applicable staff for comment. The following is an overview of staff comments:

#### Tourism and Culture

The subject matter of the memorial as described in the Detailed Donation Proposal is factual, does not duplicate an existing memorial in the city and will be relevant to the Rwandan community and to many Hamiltonians. The location is appropriate as the

**SUBJECT: Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (Ward 2) - Page 5 of 6**

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location is in close proximity to the Peace Garden and other existing memorials addressing similar themes. The small scale of the monument will have minimal physical impact on the site and the proposed material, black granite, is appropriate for the site as it is similar to the material that currently clads the base of the adjacent City Hall.

### Forestry

Forestry staff identified concerns of possible damage to existing tree roots and recommended the preferred location be the central terrace location noted as B in the proposal. They also identified a set of conditions to minimize any damage during installation as part of a permit issued for the proposed installation. The donor has indicated that they are in agreement with the recommended location and that their installer can satisfy the conditions of the permit.

### Heritage

Heritage staff noted the site is designated under the heritage act and that a Heritage Permit would be required to install the monument. The Detailed Donation Proposal was therefore discussed at the Heritage Permit Review Subcommittee on September 17, 2019. Approval was granted and a Heritage Permit has been issued.

### Ongoing Maintenance and Conservation

Conservation staff indicated that the proposed materials are durable and will minimize on-going maintenance requirements. It was recommended that the foundation be designed by an engineer to ensure the long-term stability of the monument and that it be designed in such a way as to minimize damage from lawn and snow clearing equipment. The donor has indicated that this can be accommodated.

The donor has provided a cost estimate for the foundation of \$2000 including installation and an additional \$6,060 for the fabrication of the monument itself. The Arts and Monuments Donation Policy recommends a minimum 10% of the current market value of the donation be provided to the City to offset future maintenance and conservation costs. The Rwandan Canadian Community of Hamilton has agreed to provide the City with the amount of \$800 as part of the donation.

### Conditions Letter

A letter outlining a set of conditions and requirements identified by staff to be satisfied by the donor in order for the donation to satisfy the criteria of the Arts and Monuments Donation Policy was sent to the donor on October 18, 2019. The donor responded that they can satisfy all conditions. The conditions letter is attached as Appendix "B" to Report PED19237.

**SUBJECT: Donation of a Monument Commemorating the Genocide Against the Tutsi of Rwanda (PED19237) (Ward 2) - Page 6 of 6**

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Conclusion

Upon evaluation of the Detailed Donation Proposal and receipt of confirmation that the donor agrees to satisfy those conditions identified through internal staff consultation, staff confirms that the proposed donation satisfies the donation criteria set out in the Art and Monuments Donation Policy. Staff therefore recommend that the donation be accepted and installed as described in the Detailed Donation Proposal, and conditions letter upon the successful completion of a donation agreement between the City of Hamilton and The Rwandan Canadian Community of Hamilton.

**ALTERNATIVES FOR CONSIDERATION**

N/A

**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.

**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 PED19237 – Detailed Donation Proposal

Appendix “B” to Report PED19237 – Conditions Letter

KC:ro

## Detailed Donation Proposal

### Monument Commemorating the Genocide against Tutsi of Rwanda in 1994.

Proposed Donation by:

The Rwandan Canadian Community of Hamilton

c/o Kosita Musabye, President

220 Brigade Drive,

Hamilton, ON L9B 2G4

Tel: 905 807 0142

#### a) Description of Proposed Monument

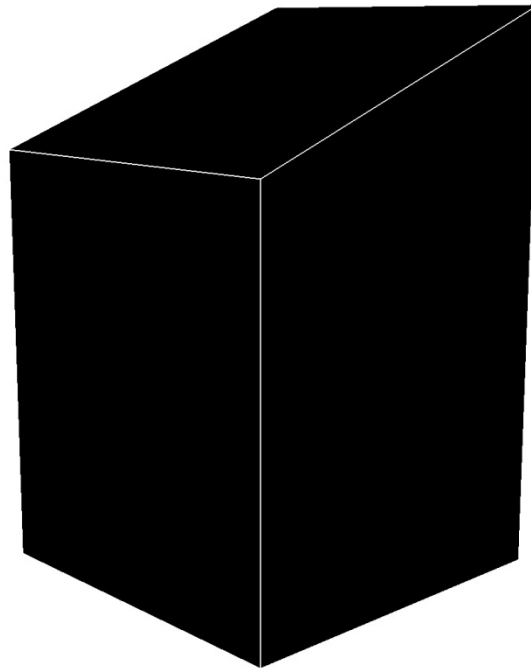
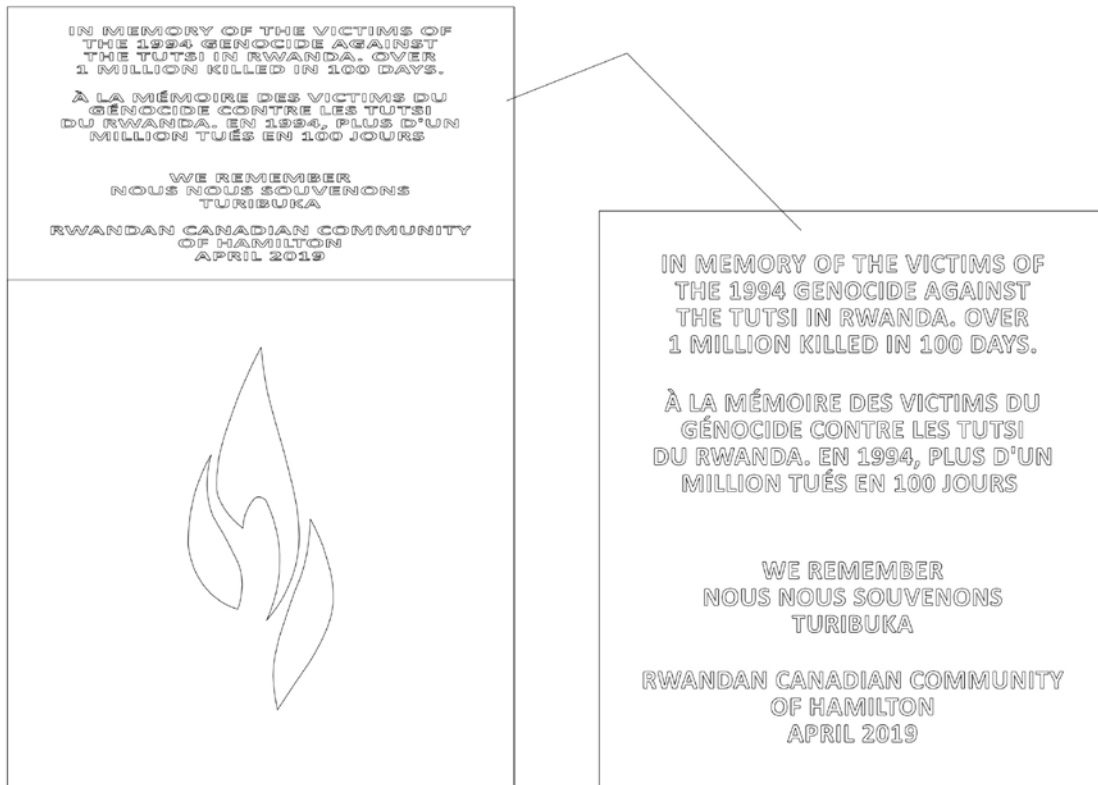


Figure 1 Axonometric view  
26" wide, 26" deep, 30" high at front, 40" high at rear  
Polished black granite

\\hgh\SharedDocs\Gerber Files\Jobs\HGH Granite\RWANDAN GENOCIDE MEMORIAL.plt 13/06/2019 3:46:41 PM Scale: 1:6.96 Height: 44.287 Length: 56.352 in



DIE: BLACK 2-2X2-2X3-4 POLISH 5

LETTERING: U-CUT IN POLISH

Figure 2 Front view with engraving

## b) Proposed Location

City Hall, 71 Main Street West – West side plaza

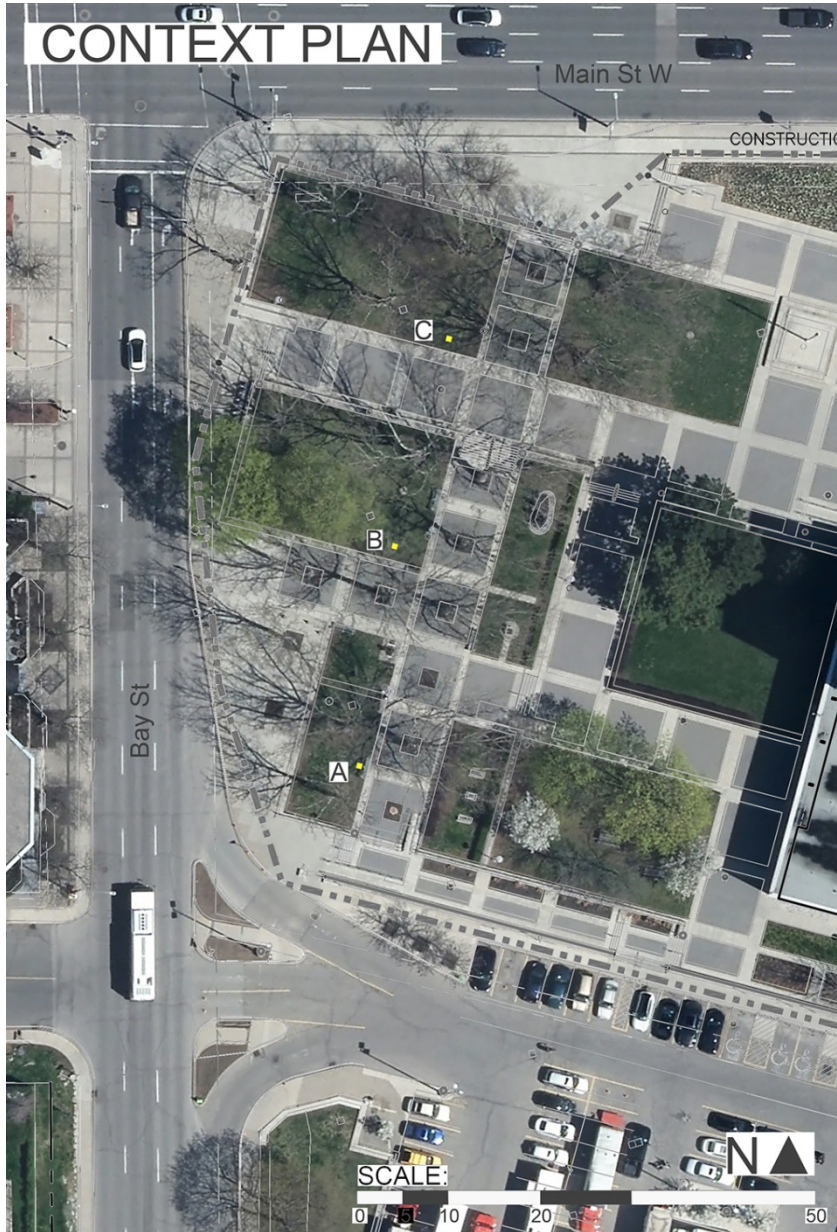


Figure 3: Proposed Locations A, B and C



### Location Option A – Preferred – South Plaza

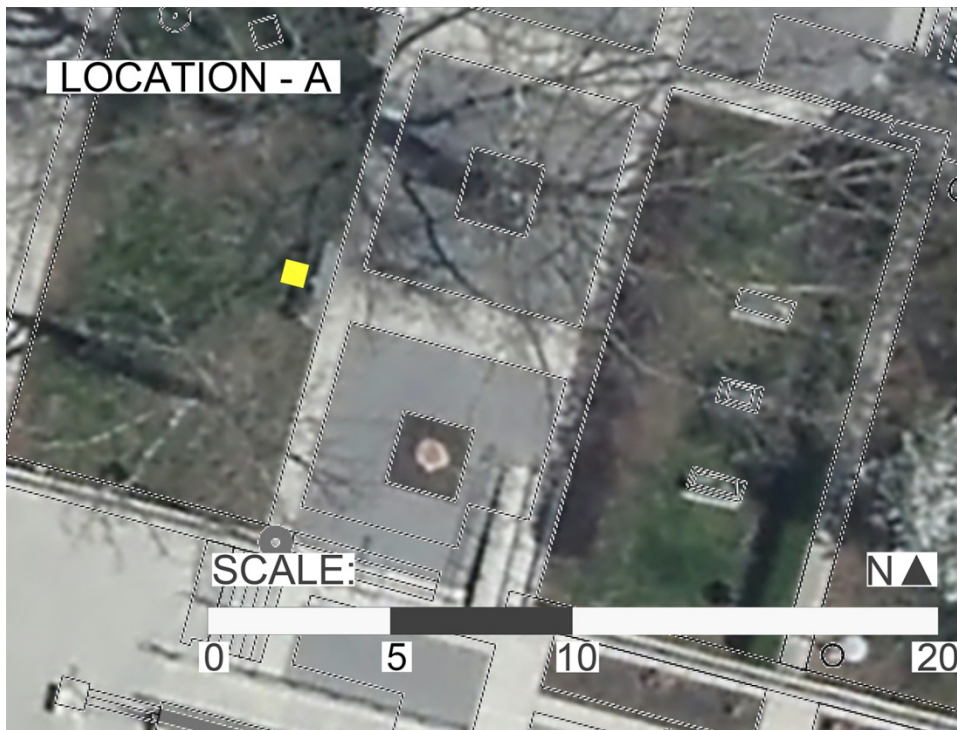


Figure 4: Detail Site Plan Location A



Figure 5: View of existing location looking west towards Bay Street.

Note: Bench to be removed or relocated

### Location Option B – Central Plaza



Figure 6: Detial Site Plan Location B



Figure 7: View of existing condition looking north towards Main Street.



### Location Option C – Lower Level North Plaza



Figure 8: Detail Site Plan Option C



Figure 9: View of existing condition looking north toward Main Street

### **c) Reasons for and Relevance of the Donation.**

#### **The monument:**

- Will be a reminder that the Genocide against Tutsi was a crime against humanity,
  - Will be a strong message for fighting an ever-growing movement of genocide denial,
  - Will be a reminder to the International community to how it failed to prevent and to stop the genocide while The United Nations had the military Peace Keepers on ground,
  - Will be a symbol for Hamiltonians to realize that no communities are immune to this type of atrocity.
  - Will be an educational tool for peace building, a representation of the resilience of the genocide survivors and encouragement that the community stands in solidarity with them. Most of survivors never had a chance to bury their loved ones; this monument will help in their grieving process, contribute to their healing journey, and to finding closure.
- **The Genocide against Tutsi in Rwanda in 1994:**  
Was the fastest of the Century (over one million killed in a hundred days) and was preventable.
  - **The site:**  
Is already home to other monuments displaying cases of Human Rights violations, Discrimination, Injustice and Hate Crimes.

### **d) Installation and Maintenance Statement outlining the following:**

The Rwandan community will hire HGH Granite to fabricate, install foundations and install the memorial on site as follows:

- We can hand dig the foundation and remove the soil from site and pin and epoxy the granite to the foundation.
- No maintenance required. It is all polished Black granite which makes it easy to remove any graffiti.

- Delivery and Install by Nov. 1<sup>st</sup> 2019
- Cost estimate for a simple foundation solid concrete 4'-0" Deep x 2'-2" x 2'-2" **Approximately** \$2000.00 Including Installation.
- Cost estimate for the fabrication of the monument is \$6,060
- As per the Arts and Monuments Donation Policy a minimum 10% of the current market value of the Donation to cover future maintenance and conservation costs to be cover by the donor. In this case that amount is \$800. The Rwandan Canadian Community of Hamilton has agreed to this cost.
- HGH will submit drawing of foundation. This due to its simplicity should not require an engineered foundation but subject to review by City
- The Memorial has a 10" slope on the top so this doesn't give any flat top to climb onto. All edges have radius polished edge nothing sharp.

### **e) Legal and Copyright**

The Rwandan Canadian Community of Hamilton has received permission to use the Flame logo (encrypted in the monument), from the National Commission for the Fight against Genocide (CNLG) in Rwanda; see confirmation letter attached.

### **f) Donor Recognition**

The Monument Commemorating the Genocide against Tutsi in Rwanda in 1994 was donated by The Rwandan Canadian Community of Hamilton on Date, ... of 2019.



City of Hamilton  
City Hall, 71 Main Street West  
Hamilton, Ontario  
Canada L8P 4Y5  
www.hamilton.ca

Tourism and Culture Division, Planning and Economic Development Department  
Physical Address: 28 James Street North 2<sup>nd</sup> Flr.  
Phone: 905.546 2424 x 6281 Fax: 905 5405511  
Email: ken.coit@hamilton.ca

October 18, 2019.

The Rwandan Canadian Community of Hamilton  
c/o Kosita Musabye, President  
220 Brigade Drive,  
Hamilton, ON L9B 2G4  
(sent via e-mail)

Re: Proposed donation of a Monument Commemorating the Genocide against Tutsi of Rwanda in 1994 at Hamilton City Hall

Dear Ms. Musabye and members of The Rwandan Canadian Community of Hamilton,

Thank you for your offer of donation and detailed Donation Proposal.

Your Donation Proposal has been circulated to relevant city staff for review to identify any concerns or additional requirements. I am happy to inform you that generally your proposal was well received. Based on our visit to the site with your contractor you will already be aware of most of the conditions noted in this letter and they should be easily addressed.

In order for staff to finalize the donation and to meet the criteria and requirements outlined in the City's Art and Monuments Donation Policy the Rwandan Canadian Community of Hamilton shall agree to satisfy the following conditions:

- That the monument shall be installed at Location B with Location C as an alternate in case of conflict with underground utilities. (See figures 6 and 8 in the Donation Proposal attached);
- That the foundation design shall be reviewed by a structural engineer to ensure the long-term stability of the memorial and that a stamped drawing or report shall be provided to the Tourism and Culture Division for approval before installation can begin;
- That the concrete foundation shall extend a minimum of 76 mm above grade to protect the memorial from lawn maintenance equipment;
- That the memorial shall be attached to the foundation with stainless steel pins in epoxy;

**Page 2 of 2**  
**November 8, 2019**

- That an approximately 1.2 m x1.2 m area of black granite paving with non-slip finish on compacted granular fill shall be installed between the memorial and the existing paved area;
- That all work on site shall be conducted in such a way as meet the Conditions of Approval of Permit #174-2019 to Remove or Injure Trees on Public Property (attached to this document) as the foundation may affect tree roots;
- That an amount of \$800.00, based on 10% of the stated cost of the fabrication and installation of the donation, will be paid to the City to partially offset the costs for the long-term maintenance of the memorial;
- That the contractor(s) installing the Monument and foundations have Commercial General Liability Insurance including but not limited to bodily and personal injury liability, property damage, and having an inclusive limit of not less than \$2,000,000 per occurrence and \$4,000,000 in the aggregate and endorsed to include the City of Hamilton as additional insured;
- That the fabrication and installation shall be as described in the Donation Proposal unless changed by these conditions; and
- That the Rwandan Canadian Community of Hamilton will enter into a donation agreement with the City of Hamilton.

Please provide written confirmation that you are able and agree to satisfy the above conditions.

Feel free to contact us if you have any questions or concerns.

Ken Coit  
Manager Placemaking Public Art and Projects  
Tourism and Culture Division

# CITY OF HAMILTON MOTION

General Issues Committee: December 4, 2019

**MOVED BY COUNCILLOR S. MERULLA.....**

**SECONDED BY MAYOR / COUNCILLOR .....**

**Support of Private Member’s Bill to Reverse Pit Bull Ban in Ontario**

WHEREAS, the Province of Ontario banned the ownership of Pit Bulls in 2005;

WHEREAS, opponents of this ban believe this “breed-specific legislation” does not address the root cause of vicious dogs, which is often attributed to the handler or owner of the dog; and,

WHEREAS, a Private Member’s Bill introduced into the Ontario Legislature is seeking to reverse the Provincial ban of Pit Bulls.

THEREFORE, BE IT RESOLVED:

- (a) That the Mayor correspond with the Province of Ontario to advise of the City of Hamilton’s support the Private Member’s Bill for the reversal of the Pit Bull ban and changes to the *Dog Owners’ Liability Act*; and,
- (b) That Licensing and By-law Services Division be directed to review the feasibility of changes to the Responsible Animal Ownership By-law 12-031 to include professional obedience training for dogs, with the participation of the dog’s owner and the feasibility of reduced licensing fees for large working dogs (i.e. Rottweilers and Pit Bulls) to mitigate public safety concerns and report back to the Planning Committee.



# CITY OF HAMILTON NOTICE OF MOTION

General Issues Committee: December 4, 2019

**MOVED BY COUNCILLOR B. CLARK .....**

**SECONDED BY MAYOR / COUNCILLOR.....**

**GRIDS 2 Transportation and Infrastructure Assessment**

WHEREAS, the City is undertaking an update to GRIDS, known as GRIDS 2, which is a long-term growth strategy to allocate forecasted population and employment growth from 2031 to 2041;

WHEREAS, approaches and options for the allocation of growth will have impacts on infrastructure needs, and further, that needs may vary by growth option;

WHEREAS, infrastructure needs associated with growth may include new transportation corridors, road capacity enhancements, urbanization of rural cross-sections within or adjacent to growth areas, higher-order transit improvements, and new multi-modal infrastructure, in addition to municipal service upgrades;

WHEREAS, historically, infrastructure for new growth areas has typically been delivered concurrently with development by the private sector and financed through development agreements, or subsequent to development by the City using Development Charge revenues;

WHEREAS, the practice of relying on the private sector to front-end and construct growth-related infrastructure can be advantageous, some potential shortcomings include the potential for delayed delivery of complete networks (e.g. piecemeal corridor construction) and the potential for under-estimation of multi-modal needs and opportunities (e.g. sidewalks, transit upgrades, cycling infrastructure), which are indirectly triggered by development;

WHEREAS, an alternative model whereby major infrastructure is delivered in advance of development may help address problems created by piece-meal infrastructure development;

WHEREAS, alternative approaches to front-ending infrastructure may have an influence on the evaluation of growth options being considered as part of GRIDS 2;

## THEREFORE, BE IT RESOLVED:

That staff be directed to undertake a transportation infrastructure needs assessment for potential growth areas, as part of the analysis being undertaken as part of GRIDS 2, at an estimated cost of \$150,000, to be funded from \_\_\_\_\_, with that analysis to:

- (i) focus on areas of significant change to include, but not be limited to, Upper Stoney Creek;
- (ii) include the implications of a model whereby major transportation infrastructure is front-ended to occur in advance of major development activity; and,
- (iii) The evaluation of growth options under GRIDS 2 include criteria that reflects the implications of a front-ended infrastructure model; and,