



## City of Hamilton

# HAMILTON FUTURE FUND BOARD OF GOVERNORS

**Meeting #:** 20-001  
**Date:** January 27, 2020  
**Time:** 9:30 a.m.  
**Location:** Council Chambers, Hamilton City Hall  
71 Main Street West

Alicia Davenport, Legislative Coordinator (905) 546-2424 ext. 2729

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## Hamilton

### HAMILTON FUTURE FUND BOARD OF GOVERNORS

#### MINUTES 19-003

Tuesday, October 8, 2019

9:30 a.m.

Council Chambers, Hamilton City Hall

71 Main Street West

**Present:** Mayor F. Eisenberger  
Councillors J. Partridge (Vice-Chair), N. Nann, and A. VanderBeek  
  
E. Bozzo, P. Cherubini, T. Crugnale, G. Davis, M. Dickson, A. Frisina,  
C. Galindo, J. Kirkpatrick, A. Macaluso, and S. Macdonald

**Absent**

**With Regrets:** Councillor T. Whitehead - Personal  
T. Weisz (Chair), E. Myrie, and S. Parsley

#### THE FOLLOWING ITEMS WERE REFERRED TO THE GENERAL ISSUES COMMITTEE FOR CONSIDERATION:

1. **Hamilton Future Fund Grant Process Review (Item 10.1)**

**(VanderBeek/Dickson)**

- (a) That a Grant Process Review Working Group of the Hamilton Future Fund Board of Governors be established to develop clear criteria and eligibility guidelines for applicants and a scoring mechanism with a point system for adjudication of applications;

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

YES - Member Piero Cherubini  
YES - Member Tara Crugnale  
YES - Ward 3 Councillor N. Nann  
YES - Member Gerry Davis  
YES - Member Megan Dickson  
YES - Member Anthony Frisina  
YES - Member Cam Galindo  
YES - Member John Kirkpatrick

YES - Vice-Chair - Ward 15 Councillor Judi Partridge  
 YES - Mayor Fred Eisenberger  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 YES - Ward 13 Councillor Arlene VanderBeek  
 YES - Member Anthony Macaluso  
 YES - Member Sonja Macdonald  
 NOT PRESENT - Member Evelyn Myrie  
 YES - Member Erica Bozzo  
 NOT PRESENT - Member Sherry Parsley  
 NOT PRESENT - Chair Thomas Weisz

**(Crugnale/Kirkpatrick)**

(b) That the Grant Process Review Working Group of the Hamilton Future Fund Board of Governors be comprised of the following individuals:

- (i) Councillor Nrinder Nann
- (ii) Councillor Arlene VanderBeek
- (iii) Tara Crugnale
- (iv) Gerry Davis
- (v) Megan Dickson
- (vi) John Kirkpatrick
- (vii) Anthony Macaluso
- (viii) Sonja Macdonald

(c) That the Grant Process Review Working Group report back to the Hamilton Future Fund Board of Governors at the next meeting in January 2020 with their recommendations.

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

YES - Member Piero Cherubini  
 YES - Member Tara Crugnale  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Member Gerry Davis  
 YES - Member Megan Dickson  
 YES - Member Anthony Frisina  
 YES - Member Cam Galindo  
 YES - Member John Kirkpatrick  
 YES - Vice-Chair - Ward 15 Councillor Judi Partridge  
 NOT PRESENT - Mayor Fred Eisenberger  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 YES - Ward 13 Councillor Arlene VanderBeek  
 YES - Member Anthony Macaluso  
 YES - Member Sonja Macdonald  
 NOT PRESENT - Member Evelyn Myrie  
 YES - Member Erica Bozzo  
 NOT PRESENT - Member Sherry Parsley  
 NOT PRESENT - Chair Thomas Weisz

**FOR INFORMATION:**

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

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

**1. CEREMONIAL ACTIVITIES (Item 1)**

Due to clerical error, Item 1 was amended from "Appointment of Chair & Vice-Chair" to "Ceremonial Activities".

**10. DISCUSSION ITEMS (Item 10)**

10.1 Hamilton Future Fund Grant Process Review

10.1(a) Added Information

**(VanderBeek/Crugnale)**

That the agenda for the October 8, 2019 meeting of the Hamilton Future Fund Board of Governors be approved, as amended.

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

YES - Member Piero Cherubini  
 YES - Member Tara Crugnale  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Member Gerry Davis  
 YES - Member Megan Dickson  
 YES - Member Anthony Frisina  
 YES - Member Cam Galindo  
 YES - Member John Kirkpatrick  
 YES - Vice-Chair - Ward 15 Councillor Judi Partridge  
 YES - Mayor Fred Eisenberger  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 YES - Ward 13 Councillor Arlene VanderBeek  
 YES - Member Anthony Macaluso  
 YES - Member Sonja Macdonald  
 NOT PRESENT - Member Evelyn Myrie  
 YES - Member Erica Bozzo  
 NOT PRESENT - Member Sherry Parsley  
 NOT PRESENT - Chair Thomas Weisz

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

There were no declarations of interest.

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

**(i) June 25, 2019 (Item 4.1)**

**(Kirkpatrick/Macaluso)**

That the Minutes of the June 25, 2019 meeting of the Hamilton Future Fund Board of Governors be approved, as presented.

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

YES - Member Piero Cherubini  
 YES - Member Tara Crugnale  
 YES - Ward 3 Councillor Nrinder Nann  
 YES - Member Gerry Davis  
 YES - Member Megan Dickson  
 YES - Member Anthony Frisina  
 YES - Member Cam Galindo  
 YES - Member John Kirkpatrick  
 YES - Vice-Chair - Ward 15 Councillor Judi Partridge  
 YES - Mayor Fred Eisenberger  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead  
 YES - Ward 13 Councillor Arlene VanderBeek  
 YES - Member Anthony Macaluso  
 YES - Member Sonja Macdonald  
 NOT PRESENT - Member Evelyn Myrie  
 YES - Member Erica Bozzo  
 NOT PRESENT - Member Sherry Parsley  
 NOT PRESENT - Chair Thomas Weisz

**(d) COMMUNICATIONS (Item 5)**

**(i) Correspondence from the Hamilton Conservation Foundation (2018/19 Grant Recipient) Expressing Gratitude for the Hamilton Future Fund Grant Towards the Construction of a Canal Park Viewing Platform (Item 5.1)**

**(Crugnale/Davis)**

That the correspondence from the Hamilton Conservation Foundation (2018/19 Grant Recipient), Expressing Gratitude for the Hamilton Future Fund Grant Towards the Construction of a Canal Park Viewing Platform, be received.

**CARRIED**

- (ii) **Correspondence from Margaret's Place Hospice (2018/19 Grant Recipient) Expressing Gratitude for the Hamilton Future Fund Grant Towards the Construction of a Main Dining/Lounge Common Area in a Residential Hospice (Item 5.2)**

**(Frisina/Dickson)**

That the correspondence from Margaret's Place Hospice (2018/19 Grant Recipient), Expressing Gratitude for the Hamilton Future Fund Grant Towards the Construction of a Main Dining/Lounge Common Area in a Residential Hospice, be received.

**CARRIED**

**(e) CONSENT ITEMS (Item 7)**

- (i) **Progress Reports from Grant Recipients of the September 1, 2017 - October 20, 2017 Opening of the Hamilton Future Fund (Item 7.1)**

**(Nann/Galindo)**

That the following Progress Reports from Grant Recipients of the September 1, 2017 - October 20, 2017 Opening of the Hamilton Future Fund, be received:

- (1) Cancer Assistance Program (Item 7.1(a))
  - (aa) November 13, 2018 (Item 7.1(a)(a))
- (2) City Kidz (Item 7.1(b))
  - (aa) September 15, 2018 (Item 7.1(b)(a))
  - (ab) April 15, 2019 (Item 7.1(b)(b))
- (3) City of Hamilton (Item 7.1(c))
  - (aa) June 6, 2018 (Item 7.1(c)(a))
  - (ab) December 5, 2018 (Item 7.1(c)(b))
  - (ac) June 5, 2019 (Item 7.1(c)(c))
- (4) Hamilton Air Force Association (Item 7.1(d))
  - (aa) November 16, 2018 (Item 7.1(d)(a))
- (5) Hamilton Olympic Club (Item 7.1(e))
  - (aa) July 4, 2018 (Item 7.1(e)(a))
  - (ab) October 15, 2018 (Item 7.1(e)(b))

- (6) Royal Botanical Gardens (Item 7.1(f))
  - (aa) September 25, 2018 (Item 7.1(f)(a))
  - (ab) January 31, 2019 (Item 7.1(f)(b))
  - (ac) July 23, 2019 (Item 7.1(f)(c))
- (7) St. Joseph's Healthcare Hamilton Foundation (Item 7.1(g))
  - (aa) February 28, 2019 (Item 7.1(g)(a))
- (8) Theatre Aquarius (Item 7.1(h))
  - (aa) October 26, 2018 (Item 7.1(h)(a))
- (9) Westdale Cinema Group (Item 7.1(i))
  - (aa) July 23, 2018 (updated October 11, 2018) (Item 7.1(i)(a))

**CARRIED**

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

- (i) **Shekar Chandrashekar, respecting Future Fund "A" (approved on May 28, 2019) (Item 8.1)**

Shekar Chandrashekar was not present when called upon.

**(Dickson/Macdonald)**

That the delegation by Shekar Chandrashekar, respecting Future Fund "A", be deferred until the end of the meeting.

**CARRIED**

**(g) STAFF PRESENTATIONS (Item 9)**

- (i) **City Enrichment Fund Program Overview (Item 9.1)**

John Hertel, Director, Strategic Partnerships & Communications, addressed Committee respecting an overview of the City Enrichment Fund Program, with the aid of a presentation.

**(Bozzo/Cherubini)**

That the presentation, respecting an overview of the City Enrichment Fund Program, 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.

**(h) DISCUSSION ITEMS (Item 10)**

**(i) Hamilton Future Fund Grant Process Review (Item 10.1)**

**(Crugnale/Davis)**

That the added information item (Added Item 10.1(a)), respecting the Hamilton Future Fund Grant Process Review, be received.

**CARRIED**

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

**(i) PUBLIC HEARINGS / DELEGATIONS (Item 8) (CONTINUED)**

**(i) Shekar Chandrashekar, respecting Future Fund "A" (approved on May 28, 2019) (Item 8.1)**

Shekar Chandrashekar was not present when called upon.

**(j) ADJOURNMENT (Item 15)**

**(Kirkpatrick/Dickson)**

That there being no further business, the Hamilton Future Fund Board of Governors be adjourned at 10:44 a.m.

**CARRIED**

Respectfully submitted,

Councillor Judi Partridge, Vice-Chair  
Hamilton Future Fund Board of  
Governors

Alicia Davenport  
Legislative Coordinator  
Office of the City Clerk

## 5.1

**From:** Megan Dickson  
**Sent:** November 20, 2019 8:21 PM  
**To:** Alicia Davenport  
**Subject:** Resignation from Grant Process Review Working Group (Hamilton Future Fund)

Good afternoon Alicia,

I wish to withdraw from the Hamilton Future Fund's Grant Process Review Working Group.

I had the privilege several years ago of being a member of the small working group which worked to update the manner in which the Future Fund members review grant submissions. I had hoped to be a part of the current working group however, upon reflection, I think that too many participants in the group may hinder the review process.

As Tara Crugnale and John Kirkpatrick were both members of the small working group which completed the previous review, I trust that in my absence they will be able to provide the current working group with information about the previous review process.

Sincerely,

Megan Dickson

**HAMILTON FUTURE FUND PROGRESS REPORT No. 4**

<b>Project Title:</b>	Albion Falls South Viewing Platform and Access	<b>Date Agreement Signed by General Manager of Public Works:</b>	March 28, 2018
<b>Report Prepared By:</b>	Louise Thomassin, Landscape Architect – Project Manager	<b>Expiry Date of HFF Agreement:</b>	March 28, 2020
<b>Date of Report:</b>	December 02, 2019	<b>Reporting Period:</b>	June 2019 – December 2019
<b>General Purpose:</b>	Progress of works funded by HFF (Environmental Impact Statement Report, Geotechnical Investigations; and Archaeology Investigations)		
<b>Status of Works Funded by HFF:</b>	<ol style="list-style-type: none"> <li>1. Stage 1 and Stage 2 Archaeological Assessments: <u>100% Complete</u> (HFF to fund: \$10,000.00; net total paid: \$15,211.75)</li> <li>2. Geotechnical Investigations: <u>90% Complete</u> (HFF to fund: \$10,500.00; net total paid to-date: \$12,274.00)</li> <li>3. Environmental Investigations: <u>90% Complete</u> (HFF to fund: \$22,000.00; net total paid to-date: \$25,225.00)</li> </ol> <p>Total amount Funded by HFF: \$42,500.00</p>		

**Progress:**

Item	Description	Image Ref. #
<b>1.0 Environmental Impact Statement Report</b>		
<p>Comments from Preceding Report (Report Submission 03 – June 05, 2019):</p> <ul style="list-style-type: none"> <li>• The mid-summer and fall period site surveys for the Environmental Impact Statement are complete. The spring period surveys are under-way and this is the last seasonal period required for the Environmental Impact Statement. Surveys for spring include:               <ul style="list-style-type: none"> <li>○ Floristic surveys</li> <li>○ Spring breeding bird surveys</li> <li>○ Spring amphibian surveys</li> <li>○ Spring reptile survey</li> </ul> </li> </ul> <p>A draft report will be submitted once the spring surveys are complete.</p>		
1.1	Spring surveys are complete. Draft report is prepared and will be finalized once 60% design drawings are complete in mid-February 2020 to ensure documents are coordinated.	

<b>2.0 Geotechnical Investigations</b>		
Comments from Preceding Report (Report Submission 03 – June 05, 2019):		
<ul style="list-style-type: none"> <li>A Draft Geotechnical and Slope Assessment Report was submitted in February of 2019 and a follow up report was submitted in April of 2019 based on redline comments from the City. A final report will be submitted once all comments have been addressed.</li> </ul>		
2.1	<p>Report complete. Recommendations from geotechnical report, such as pier foundation setback from slope face and construction methods, are incorporated in design of viewing platform and elevated boardwalk.</p> <p>The layout of the boardwalk and platform are provided in image 1 and a sketch-up model of the platform is provided in image 2. Note: the sketch-up model is a visual representation only; detailed design of all elements is not yet final e.g. railing design, colour selection of steel.</p>	1, 2
<b>3.0 Archaeology Investigations</b>		
Comments from Preceding Report (Report Submission 03 – June 05, 2019):		
<ul style="list-style-type: none"> <li>The Stage 4 Archaeological Assessment is complete, and a final report was submitted to the City on May 24, 2019. In conclusion, the site has been fully excavated and documented and has no further cultural heritage value or interest. The report was submitted to the Ministry of Tourism, Culture and Sport and once accepted the site can be developed.</li> </ul> <p>A short description of the artifacts uncovered are as follows:</p> <ul style="list-style-type: none"> <li>A recovery of 3,828 euro-Canadian artifacts and include kitchen and food related items, indeterminant items, personal items, architectural items, furnishing items and tools and equipment items.</li> </ul> <p>Please note that the HFF grant only funds the Stage 1 and Stage 2 Archeological reports, however the full description of events was provided for information purposes.</p>		
3.1	The Stage 4 Report is accepted as filed with the Ministry of Tourism, Culture and Sport.	

Regards,

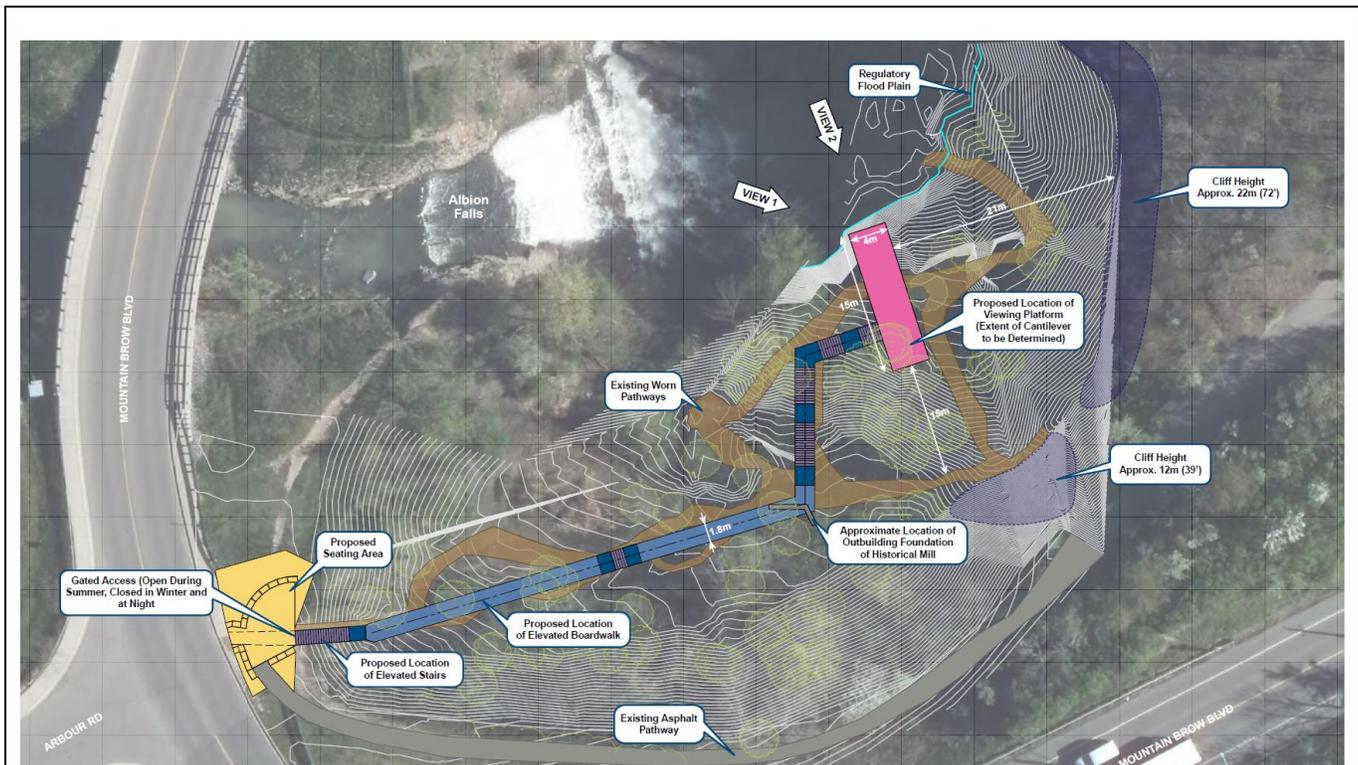


Louise Thomassin OALA, PMP  
Landscape Architect – Landscape Architectural Services  
City of Hamilton

**Distribution List:**

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## HAMILTON FUTURE FUND PROGRESS REPORT No. 4 Photo References



**Image ID: 1**

**Date:** November 2019

**Location:** Albion Falls Site (south side)

**Details:**

Layout plan of elevated boardwalk and viewing platform, including design considerations of existing site conditions.

**Image ID: 2****Date:** November 2019**Location:** Base of falls looking South towards proposed viewing platform location**Details:**

Sketch-up model of proposed viewing platform. Note: the sketch-up model is a visual representation only; detailed design of all elements is not yet final e.g. railing design, colour selection of steel.

## 7.2(a)

City of Hamilton  
Hamilton Future Fund  
Board of Governors  
71 Main Street West  
Hamilton, Ontario.  
L8P 4Y5

January 6, 2020

### 91<sup>ST</sup> HIGHLANDERS ATHLETIC ASSOCIATION – PROGRESS REPORT

Earlier this year, on July 12, 2019, the 91<sup>st</sup> Highlanders Athletic Association was granted funding in the amount of \$150,000 from the Hamilton Future Fund for the installation of spectator bleachers and an outdoor gazebo structure at the Ray Lewis Track & Field Centre (Mohawk Sports Park). The proposed workplan included Phase 3 of a four-part renewal project involving over a dozen community groups/organizations and school boards in partnership with the City of Hamilton. To date, our collaborative efforts have resulted in over a \$1 million dollar investment towards the development of safe, inclusive and accessible public space which will serve as the host venue for the 2020 Royal Canadian Legion District and Provincial Track & Field Championship events.

We are pleased to confirm that in addition to the \$150,000 secured from the Hamilton Future Fund, we have received a further \$63,000 from the Government of Canada, Enabling Accessibility Fund for a total of \$213,000 which will allow us to complete much of the proposed work detailed within our original application. As further detailed, we have forwarded project funds to the applicable City of Hamilton project account and our project has been listed on the City of Hamilton tendering system and scheduled to be completed in April/May 2020, weather permitting.

Our Project Planning Committee would like to take this opportunity to thank our various community partners, including the Hamilton Accessible Sports Council, 91<sup>st</sup> Highlanders Athletics Association, Ward 6 City Councillor, Tom Jackson and in particular members of the Hamilton Future Fund Board of Governors for supporting our application.

In addition to submitting our final project report at the conclusion of the work, we look forward to hosting an opening ceremonies event in the Spring and extending an invitation to members of the Board to participate in the festivities.

Kind regards.

*Kevin Gonci*

Mr. Kevin Gonci  
Project Chairman  
On behalf of the 91<sup>st</sup> Highlanders Athletic Association



**Hamilton Future Fund Board of Governors**

C/O City of Hamilton, Office of the City Clerk  
71 Main Street West, 1st Floor, Hamilton, ON L8P 4Y5  
Attn: Alicia Davenport

January 8, 2020

We would like to extend our thanks to the Hamilton Future Fund Board of Governors for your support of Margaret's Place Hospice at St. Joseph's Villa. Your significant gift, along with the generosity of many others in our community has made it possible for us to bring our vision of care into reality.

We are pleased to share with you that in November 2019, the Ministry of Health and Long-term Care granted us final approval of our site plans and construction for Margaret's Place Hospice. This enabled us to move ahead in awarding the construction contract to a local Hamilton-based firm, Ira McDonald Construction, one of six companies that were pre-qualified in the summer of 2019.

With the support of Donna Skelly, Local MPP (Flamborough – Glanbrook), the Ministry of Health and Long-term Care also awarded us capital funding for all 10 hospice beds instead of six, in November 2019. This funding provides an additional \$800,000 towards the project to cover construction costs.

Construction site preparations have begun, with digging expected for later in January 2020. The construction phase of the project will span approximately 14-16 months. By 2021, we anticipate the hospice doors will open to welcome patients and families and begin providing palliative care.

The Villa's executive team has also been focusing on organizational development for Margaret's Place Hospice that will continue while construction is underway. This includes staffing, recruitment and the provision of care, volunteer engagement and training, therapeutic programs (in-house and through community outreach), the development of community partnerships and in-kind resources.

The Villa Foundation continues its fundraising efforts to surpass its \$13 million goal and support additional construction costs. The team is also preparing to wrap up its highly successful Gift of Love Campaign by the end of March 2020, at which time all of its focus will turn to raising funds in support of hospice care programs and operations, in addition to the Foundation's other funding priorities.

We look forward to sharing further updates with you in our July/August 2020 report and the opportunity to host members of the HFF Board of Governors for a tour of the construction site. Thank you again for the dignity, comfort, peace and compassion you are helping to provide for patients and families in our community.

A handwritten signature in blue ink, appearing to be "D. Davidson".

Don Davidson  
President & CEO, St. Joseph's Villa Foundation

# Hamilton Malayalee Samajam

1095 – Woodburn Road, Hannon, ON, L0R 1P0

[www.hmsnet.ca](http://www.hmsnet.ca)

## Hamilton Future Fund Grant Report

**Project Title: Conversion of a Sports Field into a Cricket Field at 1095 Woodburn Road.**

**Reporting Period: 6 months – August 2019 – January 2020.**

### **Important note to the Future Fund Board of Directors:**

*During the application process we have estimated the timeline based on the assumption that funding decision will be announced in early spring 2019. But, the funding decision was released only during the mid summer of 2019. Based on the analysis of the project details, the Hamilton Malayalee Samajam Board of Directors have had an opportunity to revise the schedule.*

Please see below the proposed revise schedule for your review and approval;

### **Proposed detailed task and expected outcomes for each stage**

#### **of the project:**

**Phase 1: Identification of Community need prior to start of Planning and Design.**

Outcome	Measurement indicator	Timeline	Reporting
1.Funding from City of Hamilton	Hamilton Malayalee Samajam has received the funding from City of Hamilton on July 2019	July 2019	The funds have been deposited to HMS account
1.Consultation	HMS sent an invitation to its members and other organization to discuss the Cricket field requirements and conducted a Public	September, 2019	See detailed explanation below

# Hamilton Malayalee Samajam

1095 – Woodburn Road, Hannon, ON, L0R 1P0

[www.hmsnet.ca](http://www.hmsnet.ca)

	Meeting to identify the needs and visions of the community.		
<b>Phase 2: Planning, Design and Approval</b>			
1. Appoint the Consultant	1. Prepare the Terms of Reference (TOR) to appoint a consultant to complete the Planning, Design, obtain approval from City and Conservation Authority.	January 2020	HMS finalized the draft TOR to appoint the consultant. The proposal will be invited by Jan 2020.
2. Completion of planning, design and obtaining approval from the city	<ol style="list-style-type: none"> <li>1. Request for proposal from the Engineering consultant/Landscaping Architect</li> <li>2. Topographical Survey</li> <li>3. Prepare the Engineering drawings for review and approval</li> <li>4. Prepare a Schedule of Quantitates and Tender documentation</li> <li>5. Obtain approval from the HMS Board of Directors</li> <li>6. Obtain Site Alteration Permit from City of Hamilton (if required)</li> </ol>	<p>February 2020</p> <p>April/May 2020</p> <p>May-June 2020</p> <p>June 2020</p> <p>June 2020</p> <p>June -July 2020</p>	Report #1 – 6 Month Report (Jan 2020)
<b>Phase 3 – Project Implementation</b>			
Completion of tender process	<ol style="list-style-type: none"> <li>1. Invitation of tender</li> <li>2. Tender analysis</li> </ol>	July/Aug 2020	Report # 2 – 1 Year Report (July

# Hamilton Malayalee Samajam

1095 – Woodburn Road, Hannon, ON, L0R 1P0

[www.hmsnet.ca](http://www.hmsnet.ca)

	<ol style="list-style-type: none"> <li>3. Obtain approval from the project sponsor (if required)</li> <li>4. Award the tender</li> </ol>		2020)
Completion of Construction	<ol style="list-style-type: none"> <li>1. Site Grading</li> <li>2. Stormwater management</li> <li>3. Pitch Construction</li> <li>4. Final grading</li> <li>5. Sodding/Seeding the site</li> <li>6. Fencing, Signage (City of Hamilton – Future Fund Project) etc</li> <li>7. Completion of all works as per the design and tender</li> <li>8. Consultant Inspection and Certification</li> </ol>	Aug 2020 – June 2021	Report # 3 – 1&1/2 Year Report (January 2021)
<b>Phase 4 – Project Close Out</b>			
1. Final project reporting and evaluation	<ol style="list-style-type: none"> <li>1. Completion of project evaluation.</li> <li>2. Delivery of final report including financial statement to City/HFF for review and approval</li> </ol>	July 2021	Final Report – 2 Year Report (July 2021)

# Hamilton Malayalee Samajam

1095 – Woodburn Road, Hannon, ON, L0R 1P0

[www.hmsnet.ca](http://www.hmsnet.ca)

## **First 6 Months Report**

### **July 2019:**

Received the fund from Hamilton Future Fund and deposited in the bank under a separate account. This account is dedicated to the activities related to the future fund project. Two Board of Directors need to sign the cheques and all payments will be carried out as per HMS financial policy and procedure once the project consultant is certified that the work is completed in accordance of the construction staging plan/tender document and progress payment can be processed.

### **Communication and recognition of Hamilton Future Fund:**

Immediately after receiving the fund we sent an official email communication to all our members and stakeholders. The community is very well pleased with the grant and is grateful to Hamilton Future Fund and City of Hamilton. We also made detailed announcements regarding the Future Fund in the Annual General Body Meeting of Hamilton Malayalee Samajam held on 8 December 2019. The Grant announcement was also communicated through social media (Facebook).

### **August 2019**

A consultation was held with the City of Hamilton Staff on 16 August 2019 in order to understand and learn from the design and construction process of the upcoming cricket field at the Confederation Beach Park. Steve Sevor, Manager, Sports Policy & Allocation and Lawrence Stasiuk, Supervisor, Landscape Architectural Services, Public Works Department attended on behalf of the city. Board of Directors and members of the Property Management Committee attended on behalf of Hamilton Malayalee Samajam.

We had organized a grant ground breaking event to mark the start of the construction of the cricket ground on August 24, 2019. The event was attended by close to 500 people. We are very pleased that Hon. Councilor Terry Whitehead was the chief guest for the function. We had also invited Mayor Fred Eisenberger, Councillor Judy Partridge and other City officials also to this event.

# Hamilton Malayalee Samajam

1095 – Woodburn Road, Hannon, ON, L0R 1P0

[www.hmsnet.ca](http://www.hmsnet.ca)



## **September 2019:**

A public meeting was held on 27 September 2019 at the HMS premises to collect public feedback on the project. All the feedbacks were collected and consolidated. There were several great suggestions from cricket lovers. We will be incorporating the suggestions to develop the scope of work for this project.

# Hamilton Malayalee Samajam

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## **Project Activities Completed as of January 15, 2020:**

- (1) We are currently preparing the Terms of reference (TOR) to appoint the Engineering consultant/landscaping architect to facilitate the Planning and Design of the Cricket field. The Draft TOR has been completed and submitted to Board of Directors for review and approvals.
  
- (2) Quotes were invited from various consultant to complete the Topographical survey .

**7.2(d)**

Mayor and Members of the Hamilton Future Fund Board of Governors.

Re: Ancaster Tennis Club Inc. progress report,

On July 12, 2019, City Council granted the Ancaster Tennis Club Inc. (ATC) a grant in the amount of \$206,000 for the construction of a tennis Dome, to be erected in Village Green Park in Ancaster.

As a condition of the grant we are required to provide to you regular evaluation and progress reports. This report is our first report after 6 months of approval by City Council.

Our total project cost, as reported to you last June, is \$845,911 which includes purchasing the Dome out-right. However, we were not successful last year in receiving a grant from the Ontario Trillium Foundation (OTF). Only 8 of the 32 applications from the Greater Hamilton Area were approved and the OTF budget for this area was only \$800,000. This means that we most likely will have to lease the Dome for 10 years which will increase our total cost, including the lease cost for 10 years, to \$1,187,650.

The construction of the air-supported structure, Dome, consists of two phases:

1. The construction of the concrete foundation and all necessary utilities
2. The installation of the blowers, back up generator and the erection of the Dome itself.

Our goal was to implement No.1 in the Spring of this year and to carry out No.2 in late September, to enable us to have the tennis Dome in operation by mid-October.

Our revised schedule is to carry out No.1 as well as No. 2 after Labour day of this year. The main reason for the delay is that we have to redesign the foundation of the structure since we encountered geotechnical problems and the engineers are recommending the installation of helical piles. The installation of the piles will almost double our total cost for the construction of the foundation. We are therefore in the process of re-designing the foundation and hope that the we can keep the increased cost to a minimum.

We anticipate to call tenders for the construction of the foundation this coming Spring.

We thank the Board of Governors for their continuing support.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Koevoets', with a horizontal line underneath it.

Mathieu Koevoets, P.Eng,  
President ATC



## Hamilton Future Fund

### Project update: Canal Park Viewing Platform

Officially opened in 2016, Canal Park transformed a one-acre contaminated greenhouses property into a park in the heart of Dundas. The gateway to the Cootes to Escarpment EcoPark System, the property provides much-needed green space for the many species at risk in the corridor, and an oasis at the edge of the Desjardins Canal for Dundas residents and visitors.

The Viewing Platform helped to fully transform the property into a gateway into Dundas and offers visitors to this urban nature sanctuary a change to get right up to the water.

Initial design, permits and tender for the project were completed in 2018. With the funding that we had already received from other donors, we were able to begin construction of the first stage of the platform early in 2019.

Confirmation of funding from the Hamilton Future Fund allowed us to continue construction of the second stage without stopping, and the platform was completed in September of 2019.

The official opening of the platform took place on Sunday, September 29, 2019. We were happy that Future Fund Board member Cam Galindo was able to join us and participate in the ribbon cutting.

In addition to the ribbon-cutting, the event featured a classical guitar performance by local performer Gary Santucci, highlighting one of the many possible uses for the park. Free, community concerts are planned for the Spring of 2020 to bring the community to Canal Park and enjoy the space.

The platform provides a central focal point for residents and visitors to enjoy the space. It is a space that visitors to the park can use to enjoy nature and learn about the uniqueness of the area. Funding from the Hamilton Future Fund was instrumental to the completion of the Viewing Platform which will provide a lasting legacy to the community.

## Project Financial Actuals:

<b>Description</b>	<b>Amount</b>
Salaries and Wages	14,503.43
Materials and Supplies	8,158.27
Equipment	3,846.61
External Contracts	180,364.89
<b>TOTAL</b>	<b>206,873.20</b>

## Recognition of Funding

The Hamilton Future Fund's contribution has been acknowledged on onsite signage at the platform in Canal Park (see attached photos). Hamilton Future Fund was also recognized at the official opening of the platform and will be recognized at future events held at Canal Park. Hamilton Future Fund representatives will be invited to attend the Foundation's Appreciation event, where the support will be recognized. Event will take place on Monday, May 11. Additional details to follow.

The Hamilton Future Fund's support was also highlighted in the Foundation's September 2019 electronic newsletter to donors and friends:

<https://hamiltonconservationfoundation.ca/2019/09/hamilton-future-fund-grant-connects-canal-park-with-waterfront/>



Canal Park Viewing Platform



Canal Park Viewing Platform Ribbon Cutting – September 29, 2019



Canal Park Viewing Platform Official Opening – September 29, 2019  
Concert by Gary Santucci



Canal Park Viewing Platform – Recognition Plaque

## Notes from the Hamilton Future Fund Grant Process Review Working Group

Meeting Date: November 27, 2019

In Attendance: John Kirkpatrick,  
Tara Crugnale,  
Gerry Davis,  
Sonja Macdonald,  
Anthony Macaluso

Several key issues were discussed during the meeting relating to the review of the grant process. Two overarching points were:

- The working group needs more direction from the Board of Governors in terms of scope for the review.
- The working group requires more time to ensure that the review and recommendations are useful for a better process in the future.

Some more specific items were discussed, as follows:

- **Application related items:**
  - Introducing fixed dates for the application process – if funds are not available, then the process won't be opened.
  - Idea of introducing word limits to application responses was raised – could this lead to more consistency between applications?
  - Questions arose about the inclusion of a Maximum and Minimum amount on the current application – should this be continued? If so, should applicants be required to provide more detail?
  - Complete/incomplete applications – How best to deal with incomplete applications?
    - Discussion is required by the full Board to assess decisions around completeness of applications, for example should applicants be asked to complete applications by a specific time, or should the applications be immediately disqualified? Who should make this decision (i.e. Clerk or Board of Governors)?
    - Idea of introducing a checklist as applications come in to determine which are or are not complete.
- **Application evaluation:**
  - Creating a clearer and more transparent method of evaluation applications - e.g. introducing a points system like those used by other funding bodies (i.e. City Enrichment Fund).
  - More accurately aligning the evaluation of applications with the mission and principles of the Future Fund.

## Notes from the Hamilton Future Fund Grant Process Review Working Group

- **Funding reporting:**
  - Desire to establish a template for those who receive funding to report back, including fixed timelines, e.g. report back at 6 months, and/or 1 year.
  - Questions arose about how funds are distributed – as a one-time fund transfer? In segments based on steps to completion?
  - Idea of a hold back for funding tied to reporting was also mentioned?
  
- **Staff Resources:**
  - The clerk is the only staff assigned to the Future Fund for application intake/organization, coordinating the Board activities, and following up on funding and reporting from successful applicants.
  - Is there a way to access additional staff resources to assist? If not, in what ways can the Future Fund process make use of opportunities from other staff activities, e.g. Enrichment Fund
    - One example included exploring if information about the Future Fund could be included when the Enrichment Fund host information events in the community to better represent the difference between the two funds.