



City of Hamilton
GENERAL ISSUES COMMITTEE
AGENDA

Meeting #: 22-002(i)
Date: February 10, 2022
Time: 9:30 a.m.
Location: Due to the COVID-19 and the Closure of City Hall (CC)

All electronic meetings can be viewed at:

City's Website:
<https://www.hamilton.ca/council-committee/council-committee-meetings/meetings-and-agendas>

City's YouTube Channel:
<https://www.youtube.com/user/InsideCityofHamilton> or Cable 14

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

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NOTE: Appendix "A" to Report PED20109(d) is Private & Confidential and may be referenced under Item 11.1.

8. MOTIONS

9. NOTICES OF MOTION

10. GENERAL INFORMATION / OTHER BUSINESS

11. PRIVATE & CONFIDENTIAL

11.1. Appendix "A" to Report PED20109(d) - Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding

Pursuant to Section 9.1, Sub-section (i) of the City's Procedural By-law 21-021 and Section 239(2), Sub-section (i) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Please refer to Item 7.15 for the public report.

12. ADJOURNMENT



INFORMATION REPORT

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 10, 2022
SUBJECT/REPORT NO:	2022 Minimum Wage Increases (HUR22001) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Nenzi Cocca (905) 546-2424 Ext. 3924
SUBMITTED BY:	Lora Fontana Executive Director Human Resources Division
SIGNATURE:	

INFORMATION

On December 9, 2021 *Bill 43, Build Ontario Act (Budget Measures), 2021* received Royal Assent. As a result, the minimum wage jobs in the full-time Non-Union Summer Student salary schedule (Camps) was increased to \$15.00 per hour (for the lowest salary level within the salary schedule) effective January 1, 2022 in accordance with *The Employment Standards Act*, and the remaining jobs in this salary schedule were adjusted accordingly;

With the approval of *Bill 43, Build Ontario Act (Budget Measures), 2021*; the minimum wage jobs in the full-time Outside Unionized Summer Student (General Labourers) salary schedule will be increased to \$15.00 per hour effective January 1, 2022. Minimum wage is subject to an annual inflation adjustment on October 1 of every year starting in 2022.

EXECUTIVE SUMMARY

Bill 43, Build Ontario Act (Budget Measures), 2021 received Royal Assent in the fall of 2021, amending *The Employment Standards Act*. This report details the impacts for the approved minimum wage adjustments resulting from Bill 43 for 2022.

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SUBJECT: Minimum Wage (HUR22001) (City Wide) - Page 2 of 4

Bill 43 has increased the minimum wage by 0.65 cents per hour to \$15.00 per hour effective January 1, 2022, which represents a 4.5% increase from the current rate. With the passage of the Bill, amendments have been made to *The Employment Standards Act*.

The announcement of the new minimum wage levels has resulted in adjustments to two of the City's salary schedules:

1. Non-Union Summer Student Schedule (Camps)
2. Unionized Outside Summer Student (General Labourer) Schedule

This report provides cost impacts for the implementation of the changes to minimum wage rates for 2022.

FINANCIAL IMPLICATIONS**Financial:**

The cost impact for the January 1, 2022 increase was built into the 2022 operating budget. Working hours and actual earnings in 2021 were used to arrive at the below estimates:

Total Estimated 2022 Impact - \$15 Minimum Wage		
Summer Students (Camps) Non-Union	Summer Students (General Labourers) Unionized	Total Estimated Cost Impact at January 1, 2022
\$26,113	\$18,099	\$44,212

A further breakdown of costs by department is found in Appendix "A" to Report HUR22001, Annualized Cost Impact by Department.

HISTORICAL BACKGROUND

The Minimum Wage was last increased to \$14.35 per hour on October 1, 2021. Positions in these Non-Union classifications do not receive cost of living adjustments, therefore wages are adjusted in alignment with minimum wage increases. Historically, adjustments for Non-Union Summer Students have occurred at the same time that the Non-Union Part-Time wage schedule is adjusted. The unionized general labourer summer student position wages are negotiated rates within the CUPE 5167 Collective Agreement. The minimum wage rates in Bill 43 supersede the negotiated 2022 rates for this group and will now represent additional costs.

SUBJECT: Minimum Wage (HUR22001) (City Wide) - Page 3 of 4**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The City is legally required under the *Employment Standards Act* to pay at least the Minimum Wage to staff as noted in the Act. This requirement is relevant to the adjustments requested for the lower level employment classifications in the Summer Student wage schedule.

RELEVANT CONSULTATION

Human Resources consulted with Finance (Budgets), Recreation, Healthy & Safe Communities in the creation of this report.

ANALYSIS

The below table summarizes the approved 2022 minimum wage rates

Minimum Wage Categories	Current Hourly Rate			January 1, 2022
General Minimum Wage	\$14.35 per hour			\$15.00
Students under 18 who work less than 28 hours per week when school is in session, or work during a school break or summer holidays	\$13.50 per hour			\$14.10

January 1, 2022 - Minimum Wage Rate of \$15.00 (Increase of \$0.65/ 4.5%):

The January 1, 2022 increase affects two different wage schedules. Historically, all grades in a wage schedule are adjusted by the same percentage increase (as determined by the minimum wage rate) in order to ensure internal equity.

Salary Schedule	Approach/ Related Appendices
Summer Students (Camps) Non-Union	<ul style="list-style-type: none"> It should be noted that the full-time Non-Union Summer Student Wage schedule (Camps) are exempt from minimum wage legislation, as they are “employed as a student to instruct or supervise children”. The exemption allows us the flexibility to assign an appropriate wage rate. Students from this group are typically over the age of 18, and work more than 28 hours per week, accordingly the “Student Minimum Wage” level of \$14.10 per hour would not apply.

SUBJECT: Minimum Wage (HUR22001) (City Wide) - Page 4 of 4

Salary Schedule	Approach/ Related Appendices
	<ul style="list-style-type: none"> ▪ In consultation with Recreation, the Summer Student (Camps) Non-Union wage schedule will be adjusted to \$15.00 per hour at the lowest level of the schedule and \$18.00 per hour for Summer Program Assistants. This maintains a fair spread between grades for internal equity purposes and for attraction and retention of qualified candidates in these roles as the salary schedule contains both front line and supervisory roles which require pay differentiation. Appendix “B” to Report HUR22001, includes the Non-Union Summer Student Wage Schedule (Camps), and details the changes to each grade in this schedule.
Summer Students (General Labourers) Union	<ul style="list-style-type: none"> ▪ Unionized General Labourer Summer Students will be brought up to the minimum wage level to comply with the new legislation. This group of summer students earn \$14.918 per hour in 2022 and will see the increase to \$15.00 per hour. Given that students from this group are typically over the age of 18, and work more than 28 hours per week, the “Student Minimum Wage” level of \$14.10 per hour would not apply. ▪ Appendix “B” to Report HUR22001, Unionized Summer Students (General Labourers) Wage Schedule details the changes to each grade in this schedule.

January 1, 2022 - Minimum Wage Rate of \$15.00 (Increase of \$0.65/4.5%):

Staff anticipate an approximate cost impact of \$44,212 resulting from the move to \$15.00 per hour for all City of Hamilton staff in 2022.

RELEVANT CONSULTATION

Human Resources consulted with Finance (Budgets), Recreation, Healthy and Safe Communities, Public Works in the creation of this report.

ALTERNATIVES FOR CONSIDERATION

None, as the Employment Standards Act amendment must be followed.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report HUR22001 - Annualized Cost Impact by Department
Appendix “B” to Report HUR22001 - Full Time Non-Union Summer Student (Camps) and Full Time Union Summer Student (General Labourer) Wage Rates

**ANNUALIZED COST IMPACT BY DEPARTMENT
2022 MINIMUM WAGE INCREASE**

Full-Time Non-Union Summer Student Increase (Camps)

Department	2022
Healthy & Safe Communities	\$26,113

Full-Time Unionized General Labourer Summer Student Increase

Department	2022 Cost
Healthy & Safe Communities	\$872
Public Works	\$17,227
TOTAL	\$18,099

	2022
Grand Total	\$44,212

Existing & Amended Wage Rates for Non-Union Full Time Summer Student (Camp) Positions

Existing Wage Rates for Non-Union Full-Time Summer Students

Salary Grade	Hourly Rate
R5A	14.350
R5B	14.350
R8	14.750

Amended Wage Rates for Non-Union Full Time Summer Students with Minimum Wage at \$15.00

Salary Grade	Hourly Rate
R5A	15.000
R5B	15.000
R8	18.000

Existing & Amended Wage Rates for Unionized Full Time (General Labourer) Summer Student Positions

Existing Wage Rates for Unionized Full Time Summer Students

Salary Grade	Hourly Rate
25	14.918

Amended Wage Rates for Unionized Full Time Summer Students with Minimum Wage at \$15.00

Salary Grade	Hourly Rate
25	15.000



INFORMATION REPORT

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 10, 2022
SUBJECT/REPORT NO:	Living Wage (HUR20003(a) / FCS20013(a)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Nenzi Cocca (905) 546-2424 Ext. 3924 Kirk Weaver (905) 546-2424 Ext. 2878
SUBMITTED BY: SIGNATURE:	Lora Fontana Executive Director Human Resources Division
SUBMITTED BY: SIGNATURE:	Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department

COUNCIL DIRECTION

N/A

INFORMATION

On March 20, 2020, Council approved the implementation of a Living Wage rate of \$16.45 per hour for the part-time non-union casual employee group, effective July 1, 2020, with the direction that wage rate be adjusted annually to reflect the cost of living. Effective January 1, 2022, as a result of a 1.6% cost of living adjustment, the rate increased to \$16.980.

In the previous year, on March 22, 2019, Council approved the implementation of a Living Wage rate of \$15.85 per hour for the City of Hamilton School Crossing Guards, effective April 1, 2019, with the direction that the wage rate be adjusted annually to reflect the cost of living. The current wage rate is \$16.362 per hour with a scheduled increase of 1.6% to \$16.624 per hour, effective September 1, 2022.

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SUBJECT: Living Wage (HUR20003(a) / FCS20013(a)) (City Wide) – Page 2 of 7

The following provides an update on the Living Wage rate (which was recently increased to \$17.20 per hour by the Ontario Living Wage Network) and provides options to facilitate the adoption of the updated Living Wage rate for the City of Hamilton's School Crossing Guards, non-union and unionized summer student positions and the non-union part-time casual employee group should Council wish to provide additional direction.

In 2021, the Living Wage rate was reviewed and updated by Living Wage Hamilton and the Living Wage calculation workgroup. Based on revised local costing and analysis, the rate was increased from \$16.45 to \$17.20 per hour. All full-time City of Hamilton employees currently earn above the Living Wage rate (with the exception of full-time summer students).

The costing and analysis used to determine this Living Wage reflects what a family of four comprised of two adult earners working full-time at 37.5 hours per week with two children would need to earn minimally to support the family unit. This Living Wage rate does not factor in any considerations for savings, retirement planning or debt repayments.

Financial Impact

As a result of the new Living Wage rate increase, staff is providing costing options should Council wish to adopt the new rate of \$17.20 per hour in one instalment for the School Crossing Guards, non-union and unionized summer student positions and positions in the non-union part-time casual employee group.

Should Council decide to adopt a Living Wage rate for School Crossing Guards, the hourly rate will be increased from \$16.362 to \$17.20 per hour.

Should Council elect to adopt the Living Wage rate for non-union part-time casual staff, amendments would need to be made to the City of Hamilton's existing non-union part-time casual wage schedule. The first four grades (1EK, 1DI, 1DK, and 1CK) do not meet the minimum threshold of a Living Wage rate of \$17.20 per hour. Examples of positions within the non-union part-time casual employee group include Skate/Arena Monitor, Resident Helper and Snack Bar Clerk. The wage rates for non-union part-time staff would need to be amended to the Living Wage rate, and the same percentage increase be applied to the rest of the non-union part-time casual salary schedule (grades 1BK, 1AK, 1K and 2K) to maintain internal equity in accordance with the City of Hamilton compensation policy and practices. Examples of positions within these grades include Dietary Aide, Inclusion Facilitator, Office Assistant and Community Health Worker. Maintaining internal equity ensures employees perceive that they are being compensated in a fair and equitable manner according to the relative value of their roles in an organization.

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SUBJECT: Living Wage (HUR20003(a) / FCS20013(a)) (City Wide) – Page 3 of 7

Should Council decide to adopt a Living Wage rate for summer student workers, amendments would need to be made to the non-union and unionized summer student salary schedules. Their minimum starting rates would be \$17.20 per hour rather than the minimum wage rate of \$15.00 per hour.

Considerations

The following financial analysis should be considered:

- The updated Living Wage rate for Hamilton is \$17.20 per hour, and the previous Living Wage rate for Hamilton was \$16.45 per hour.
- All costings were determined based on the 2022 budget prepared by program divisions.
- The Hamilton Public Library (HPL) is governed by its own Board and administers its own employee compensation, separate and apart from the City of Hamilton. HPL utilizes the City's male comparator position to meet Pay Equity legislative compliance. Any changes to the non-union part-time casual wage schedule has a direct impact to the Hamilton Public Library's Page positions as they are tied to the City's wage schedule for Pay Equity purposes.

Financial Analysis and Living Wage Implementation Options

Should Council elect to adopt a Living Wage for School Crossing Guards, non-union part-time casual staff and non-union and unionized summer student workers in one instalment, one or all the below options could be implemented.

Option 1 – School Crossing Guards

If Council elects to adopt a Living Wage of \$17.20 per hour for School Crossing Guards, the estimated annual cost impact is illustrated in the table below.

Table 1

Option 1	\$17.20 per hour – Annualized Cost Impact
School Crossing Guards	\$92,840

Approximately 54.41 full-time equivalent (FTE) positions are affected.

Option 2 - Non-Union Part-Time Casual Staff

If Council elects to adopt a Living Wage of \$17.20 per hour for non-union part-time casual staff, the estimated annual cost impact is illustrated in the table below.

Table 2

Option 2	\$17.20 per hour – 2022 Annualized Cost Impact
City of Hamilton	\$64,000
HPL	\$28,720
Total Cost	\$92,720

Approximately 154.86 full-time equivalent (FTE) positions are affected.

Option 3- Non-Union Full-Time Summer Student Staff

If Council chooses to implement a Living Wage rate for non-union full-time summer student positions (summer recreation counsellors and swim attendants), the estimated annual cost to implement \$17.20 per hour is estimated to be \$156,570. These summer student positions are hired to work during their regular school, college or university vacation period or they may be occupying a co-operative education position under a co-operative education program.

Table 3

Option 3	\$17.20 per hour – 2022 Annualized Cost Impact
City of Hamilton	\$156,570
HPL	0
Total Cost	\$156,570

Approximately 25.22 full-time equivalent (FTE) positions are affected.

Option 4 - Unionized Summer Student Staff

A number of City of Hamilton student classifications fall within the scope of CUPE Local 5167. These summer student positions are hired to work during their regular school, college or university vacation period or they may be occupying a co-operative education position under a co-operative education program. Their rates of pay are based on a percentage of the Local 5167 equivalent, as in the case of Inside Student Workers, who earn a minimum rate of \$15.00 per hour and up to a maximum rate of \$19.773 per hour. Outside Student Workers earn \$15.000 per hour due to the minimum wage increase of January 1, 2022. Given that these positions fall under CUPE 5167, they will receive the negotiated COLA increases in future years.

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SUBJECT: Living Wage (HUR20003(a) / FCS20013(a)) (City Wide) – Page 5 of 7

However, during the last round of bargaining, it was agreed that should Council implement a Living Wage that explicitly applies to student workers, the current wage rate for students will be adjusted accordingly to the prevailing Living Wage rates as established and accepted by Council. The student wage adjustment will not be subject to any annual increases negotiated, relative to the collective agreement nor shall they be treated retroactively for the purposes of any timelines set out in the collective agreement.

If Council chooses to implement a Living Wage rate for unionized full-time summer student workers, the estimated cost impact to implement a Living Wage is \$608,330.

Table 4

Option 4	\$17.20 per hour – 2022 Cost Impact
City of Hamilton	\$608,330
HPL	\$0
Total Cost	\$608,330

Approximately 114.60 full-time equivalent (FTE) positions are affected.

The total estimated annual cost from the above four options is summarized in Table 5 for a total annualized cost impact of \$950,460.

The current approved Living Wage rate applies to City of Hamilton School Crossing Guards, City of Hamilton Non-Union Part-Time Staff and HPL Part-Time Staff. Should Council wish to apply the new Living Wage rate to these groups the 2022 annualized cost impact from Options 1 and 2 would be \$185,560.

Table 5

Annualized Impact of All Options	\$17.20 per hour- 2022 Annualized Cost Impact
City of Hamilton School Crossing Guards	\$92,840
City of Hamilton Non-Union Part-Time Staff	\$64,000
City of Hamilton Non-Union Summer Students	\$156,570
City of Hamilton Unionized Summer Students	\$608,330
COH Total Cost	\$921,740
HPL Non-Union Part-Time Staff	\$28,720
HPL Non-Union Summer Students	0
HPL Unionized Summer Students	0
Hamilton Public Library Total Cost	\$28,720
Grand Total COH and HPL	\$950,460

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SUBJECT: Living Wage (HUR20003(a) / FCS20013(a)) (City Wide) – Page 6 of 7

As the Living Wage rate is set by an external party, staff recommend that any future changes to the Living Wage rate be brought before Council for approval so that the impacts to the internal compensation system can be considered prior to implementation.

Appendix “A” to Report HUR20003(a) / FCS20013(a) details the current and amended rates for the School Crossing Guards, non-union part-time casual employees required to support the Living Wage initiative.

Appendix “B” to Report HUR20003(a) / FCS20013(a) details the current and amended rates for non-union and unionized full-time summer students required to support the Living Wage initiative.

Living Wage in Other Communities

Staff conducted a survey amongst our municipal comparators: Brampton, Brantford, Burlington, Guelph, Halton, London, Mississauga, Oakville, Regions of Niagara, Peel and Waterloo. None of these communities have implemented a Living Wage, and most have reported no plans to implement a Living Wage rate in the near future. Only three are considering implementation of a Living Wage

The City of Cambridge and the City of St Catharines are the only known Ontario municipalities that have adopted a Living Wage policy. The City of Cambridge’s Living Wage rate is \$17.20 per hour. Full-time staff at the City of Cambridge already earn more than \$17.20 per hour. They have adopted a policy to pay part-time staff a Living Wage rate. Students are not part of the Living Wage initiative at the City of Cambridge. The City of St Catharines recently adopted a Living Wage policy and will be paying their part time staff a Living Wage rate of \$18.90 per hour. Student positions are excluded from their Living Wage initiative.

Relevant Consultation

Human Resources, Finance, Hamilton Public Library, Healthy and Safe Communities were consulted on the preparation of this report.

A Living Wage survey was conducted amongst our municipal comparators, the City of Cambridge and the City of St Catharines.

Alternatives for Consideration

Based on the above options, Council can elect to implement a Living Wage to none, some or all the groups. In accordance with the Ontario Living Wage Network, the considerations utilized to calculate a Living Wage is based on an hourly wage to support a family unit with two children. Based on this consideration, Council may consider a cost containment measure whereby non-union full-time summer student positions and unionized summer student positions can be excluded from the increase, as these students are only employed during the summer and scheduled break.

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SUBJECT: Living Wage (HUR20003(a) / FCS20013(a)) (City Wide) – Page 7 of 7

Alternatively, Council may elect not to apply a Living Wage to any of the aforementioned groups.

APPENDICES ATTACHED

Appendix “A” to Report HUR2003(a) / FCS20013(a) - Existing and Living Wage Rates for Non-Union Part-Time Positions and School Crossing Guards

Appendix” B” to Report HUR2003(a) / FCS20013(a) - Existing and Living Wage Rates for Non-Union and Unionized Full-Time Summer Student Positions

Existing & Living Wage Rates for Non-Union Part-Time Positions and School Crossing Guards

Existing Wage Rates for Non-Union Part-Time Casual Group of Employees

Salary Grade	Hourly Rate (Step 1)	Hourly Rate (Step 2)	Hourly Rate (Step 3)
1EK			16.980
1DI			16.980
1DK			16.980
1CK			17.118
1BK	18.126	18.504	18.882
1AK	19.994	20.409	20.827
1K	22.055	22.515	22.974
2K	29.842	30.464	31.086

Living Wage Rates for Non-Union Part-Time Casual Employees at \$17.200

Salary Grade	Hourly Rate (Step 1)	Hourly Rate (Step 2)	Hourly Rate (Step 3)
1EK			17.200
1DI			17.200
1DK			17.200
1CK			17.340
1BK	18.358	18.741	19.124
1AK	20.250	20.671	21.093
1K	22.338	22.803	23.268
2K	30.224	30.854	31.483

Existing & Living Wage Rates for Hamilton Public Library Pages

Existing Wage Rates for Hamilton Public Library Pages

Salary Grade	Hourly Rate (Step 2)
3A	16.980

Living Wage Rates for Hamilton Public Library Pages at \$17.200

Salary Grade	Hourly Rate (Step 2)
3A	17.200

Existing & Living Wage Rates for School Crossing Guards

Existing Wage Rates for School Crossing Guards

Salary Grade	Hourly Rate (Step 2)
1CG	16.362

Living Wage Rates for School Crossing Guards at \$17.200

Salary Grade	Hourly Rate (Step 2)
1CG	17.200

Existing & Living Wage Rates for Non-Union Full Time Summer Student Positions

Existing Wage Rates for Non-Union Full-Time Summer Students

Salary Grade	Hourly Rate
R5A	15.000
R5B	15.000
R8	18.000

Living Wage Rates for Non-Union Full Time Summer Students at \$17.20

Salary Grade	Hourly Rate
R5A	17.200
R5B	17.200
R8	20.664

Existing & Living Wage Rates for Unionized Full Time Summer Student Positions

Existing Wage Rates for Unionized Full Time Summer Students


Salary Grade	Hourly Rate
25	15.000

Living Wage Rates for Unionized Full Time Summer Students at \$17.20

Salary Grade	Hourly Rate
25	17.200



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Licensing & By-law Services Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 10, 2022
SUBJECT/REPORT NO:	2022 Council Referred Business Case – Accessible TaxiCabs (PED18082(a)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Dan Smith (905) 546-2424 Ext. 6435
SUBMITTED BY:	Monica Ciriello Director, Licensing & By-law Services Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That the 2022 Council referred business case involving Financial Incentives for Taxi Operators to Provide Accessible Taxicab Trips, be referred to the 2023 Budget process for consideration; and,
- (b) That the Accessible Taxicab Trips pilot program be extended for one year to end on April 1, 2023, with operations ending December 31, 2022, at an estimated cost of \$60,000, to be funded from the Working Funds – General Reserve (Account# 112400).

EXECUTIVE SUMMARY

Staff continue to operate and administer the pilot program for Financial Incentives for Accessible Taxicab Trips as approved by City Council. However, staff feel it prudent to defer the business case to 2023 in order to be able to better assess the financial viability and overall effectiveness of each program under normal conditions (i.e. a 'non-pandemic').

Alternatives for Consideration – N/A

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**SUBJECT: 2022 Council Referred Business Case – Accessible TaxiCabs
(PED18082(a)) (City Wide) - Page 2 of 4**

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The estimated cost of extending the subject pilot program to the 2023 budget process is estimated at a net total of \$60,000 which can be funded from the Working Funds – General Reserve 112400 as follows:

- Financial Incentives for Taxi Operators to Provide Accessible Taxicab Trips \$60,000 at \$5,000/month

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

In dealing with report PED18082 (Financial Incentives for Taxi Operators to Provide Accessible Taxicab Trips), the Planning Committee; on June 19, 2018, approved the following:

- (a) That the Licensing and By-Law Services Division create a one-year pilot program to provide a subsidy for Accessible Taxicab trips to further support the provision of Accessible Taxicab services for the accessible community;
- (b) That, subject to the approval of Recommendation (a) of Report PED18082, Financial Incentives for Taxi Operations to Provide Accessible Taxicab Trips, the following be approved:
 - (i) That a one-year pilot program be created within the Licensing Section to provide a \$5 flat subsidized rate to all qualified Accessible Taxicab drivers for each accessible taxi trip dispatched with Hamilton Cab and Blue Line Taxi Brokers, at an estimated cost of \$115,000;
 - (ii) That \$20,000 be allocated from the Tax Stabilization Reserve to support the funding of the pilot program. The \$20,000 represents the “in lieu of accessibility” voluntary annual revenue received in 2017;
 - (iii) That in support of achieving compliance with the *Accessibility for Ontarians with Disabilities Act, 2005, S.O., 2005, c.11 (AODA)* standards and to support the Advisory Committee for Persons with Disabilities with the on-demand Accessible Taxicab initiative, the results of the pilot program be referred to the 2019 budget process for further consideration;

**SUBJECT: 2022 Council Referred Business Case – Accessible TaxiCabs
(PED18082(a)) (City Wide) - Page 3 of 4**

- (iv) That Report PED18082 respecting Financial Incentives for Taxi Operators to Provide Accessible Taxicab Trips be brought to the next Advisory Committee for Persons with Disabilities meeting for information only;
- (v) That 0.25 temporary full-time equivalent (FTE) be approved for program administration, to be funded from the Personal Transportation Providers revenues generated from new licences;
- (vi) That the Director of Licensing and By-Law Services and/or designate be authorized and directed to negotiate and execute a new agreement with Blue Line Taxi and Hamilton Cab, in a form satisfactory to the City Solicitor, for the provision of Accessible Taxicab subsidized payments in the amount of \$5 per dispatched trip;

The above recommendations were approved by City Council on June 27, 2018.

On January 22, 2020, City Council approved a recommendation of the Planning Committee *“that the Accessible Taxicab Financial Incentive Pilot Program be extended for an additional 16 months to the end of April 2021 and that the program be funded through the Working Funds - General Reserve 112400 at an estimated net cost of \$80,000 or \$5,000 per month”*.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

Finance staff were consulted in the development of the recommendations in this report.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Staff feel it prudent to defer this business case to 2023 in order to be able to better assess the financials under normal conditions (i.e. a ‘non-pandemic’). Some of the analytics being assessed for this pilot program include; number of Accessible trips completed, compliance rate of financial incentive requests submitted to Licensing, Personal Transportation Provider (PTP) fees collected, et al which will be used to accurately assess the financial viability and overall success of this program.

Summary of data from inception of the program is charted below. With the pandemic having a major effect on the program through both the number of PTP and Accessible trips, the program has not allowed staff to provide a comprehensive overview of the impact on the Accessible Taxi operation. Currently, it is difficult to project or provide

**SUBJECT: 2022 Council Referred Business Case – Accessible TaxiCabs
(PED18082(a)) (City Wide) - Page 4 of 4**

reasonable insight into the permanency or sustainability of the program due to these pandemic induced challenges.

YEAR	PTP TRIPS	ACCESIBLE TAXI TRIPS	INCENTIVES PAID
2018 (September to December)	71,513	4963	\$24,815
2019	2,369,849	24,977	\$124,885
2020	1,505,571	13,354	\$66,830
2021	1,395,729	13,206	\$66,090


ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Healthy and Safe Communities

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



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Strategic Initiatives Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 10, 2022
SUBJECT/REPORT NO:	2022 Council Referred Business Case – Waterfalls Enforcement (PED18011(c)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Marty Hazell (905) 546-2424 Ext. 4888
SUBMITTED BY:	Marty Hazell Director, Strategic Initiatives Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That the 2022 Council referred business case involving increased Municipal Law and Parking Enforcement in Waterfall areas, be referred to the 2023 Budget process for consideration; and,
- (b) That the increased Municipal Law and Parking Enforcement in Waterfall areas pilot program be extended for one year to end on April 1, 2023, with operations ending November 15, 2022, at an estimated at \$361,190, to be funded from the Tax Stabilization Reserve (Account # 110046).

EXECUTIVE SUMMARY

In 2020/2021, staff provided increased Municipal Law and Parking Enforcement in Waterfall areas as a pilot program approved by City Council, which was to be considered as part of the 2022 Budget process to be made permanent. If this program is not made permanent through the 2022 Budget process, the pilot project will end.

Given that this pilot project has been operating in unusual and atypical circumstances of the COVID pandemic, staff are not in a position to provide Council with strong data with respect to its effectiveness. Therefore, staff feel it prudent to defer the Business Case to the 2023 Budget in order to be able to better assess the financial viability and overall

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**SUBJECT: 2022 Council Referred Business Case – Waterfalls Enforcement
(PED18011(c)) (City Wide) – Page 2 of 4**

effectiveness of increased enforcement in Waterfall areas under normal conditions (i.e. a 'non-pandemic'). Staff is further recommending that this pilot be continued in the interim, as a pilot project, for one additional year.

Alternatives for Consideration – See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The estimated total cost for continuation of pilot project (two Temporary FT MLE Officers and 5 Temporary PT Parking Enforcement Officers 3 days/week) from March 15, 2022 to November 15, 2022 is estimated at \$466,190. However, with \$60,000 of expenses already budgeted for and \$45,000 in potential revenues, the net cost to the City would be \$361,190 to be funded from the Tax Stabilization Reserve (Account # 110046).

In 2021, revenues of the pilot program exceeded projections (\$168,483 vs. \$45,000 projected). However, this was in part due to the longer than expected COVID restrictions which correlated with high activity around waterfalls areas. Additionally, as enforcement continues compliance has increased, resulting in declining fines issued. The above costs utilize conservative revenues which match that of the original pilot program. Any surpluses created by the pilot will need to be reconciled through the Tax Stabilization Reserve.

Staffing: Consistent with the original pilot the Waterfalls Enforcement program will be staffed with two Temporary FT MLE Officers and five Temporary PT Parking Enforcement Officers.

Legal: N/A

HISTORICAL BACKGROUND

In dealing with Report PED18011(b) (Increased Municipal Law and Parking Enforcement in Waterfall Areas Across the City - Pilot Program) the General Issues Committee, on February 11, 2021, approved the following:

- (a) That, subject to approval of the funding source in recommendation (b), staff be directed to assign additional Municipal Law Enforcement (MLE) and Parking Enforcement staff to Waterfall areas where challenges have been identified including, but not limited to, weekends from March 15, 2021 through to November 15, 2021, by approving additional temporary FTEs as follows: - by adding 2

**SUBJECT: 2022 Council Referred Business Case – Waterfalls Enforcement
(PED18011(c)) (City Wide) – Page 3 of 4**

Temporary FT Municipal Law Enforcement Officers; and - by adding 5 Temporary PT Parking Enforcement Officers;

- (b) That funding for the enhanced Municipal Law and Parking enforcement in Waterfall areas, including staffing and vehicle costs, estimated at a total incremental net cost of up to \$354,000 be funded from the City's Tax Stabilization Reserve 110046;
- (c) That staff be directed to report back in January 2022 after the conclusion of the recommended pilot with an overall evaluation, including measurable results such as fines issued for various offences, revenues generated, etc., and with recommendations as to whether the enhanced enforcement should be continued in 2022.

The above recommendations were approved by City Council on March 31, 2021.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

Finance staff were consulted in the development of the recommendations in this report.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

To date, increased enforcement has been successful based on public and Councillor office feedback and has resulted in an observed increase in compliance with by-law regulations; has contributed to improved public safety and has reduced the number of complaints regarding unsafe parking. Therefore, staff feel it prudent to defer this business case to 2023 in order to be able to better assess the financials under normal conditions (i.e. a 'non-pandemic'). Some of the analytics being assessed for this pilot include; by-law charges and compliance rates, fee and fine revenues, et al which will be used to accurately assess the financial viability and overall success of the program.

ALTERNATIVES FOR CONSIDERATION

Council could assess the pilot during the 2022 budget process as originally approved. However, staff are not in a position to provide Council with strong data with respect to its effectiveness.

Council could assess the pilot during the 2022 budget process as originally approved. However, staff are not in a position to provide Council with strong data with respect to its effectiveness.

**SUBJECT: 2022 Council Referred Business Case – Waterfalls Enforcement
(PED18011(c)) (City Wide) – Page 4 of 4**

Financial: N/A

Staffing: N/A

Legal: N/A

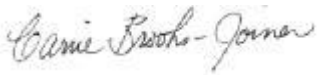
ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Healthy and Safe Communities

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



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

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	City of Hamilton Veterans Committee 2022 Budget Submission (PED21215) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Christopher Redford (905) 546-2424 Ext. 4688
SUBMITTED BY:	Carrie Brooks-Joiner Director, Tourism and Culture Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

That the Hamilton Veterans Committee (Veterans Committee) 2022 base Budget submission, attached as Appendix "A" to Report PED21215 in the amount of \$43,000, be approved.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Hamilton Veterans Committee Budget for 2022, in the amount of \$43K is being submitted for approval.

Hamilton residents have high and increasing expectations for the quality and inclusivity of veterans' memorial services to properly honour the sacrifices made past and present.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The Hamilton Veterans Committee is requesting its annual base Budget of \$43K, the same as the Budget requested and approved in the previous year.

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

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

**SUBJECT: City of Hamilton Veterans Committee 2022 Budget Submission
(PED21215) (City Wide) - Page 2 of 3**

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

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

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The City's role in veterans' memorial services and related activities furthers the objectives of the City's Strategic Plan.

RELEVANT CONSULTATION**External**

- The Hamilton Veterans Committee

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The rationale for continued use of funds for the Hamilton Veterans Committee Budget is based on:

- Increased attendance numbers at Remembrance Day services resulting in additional costs, e.g. enhanced security and traffic management services;
- Addition of large video screens to make the services accessible to the public and active military members on parade as downtown construction projects have reduced the space permitted for events in Gore Park; and,
- In 2022, the Veterans Committee plans to return to hosting two services of remembrance on November 11 and 13 (Public Health restrictions allowing) to include active members of the Reserve Forces who cannot attend if November 11 falls on a weekday. This will continue until 2028 when Remembrance Day will take place on a weekend again.

**SUBJECT: City of Hamilton Veterans Committee 2022 Budget Submission
(PED21215) (City Wide) - Page 3 of 3**

Without funding provided by Council, these expectations cannot be met for these events that hold national historical significance.

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

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” - Hamilton Veterans Committee 2022 Budget Submission

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Hamilton Veterans Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Mike Rehill, Chair	Steve Waldron
Don Jackson	Dave Steckham
Rod Paddon	
Dave Baldry	Councillor Lloyd Ferguson (alt)
Robert Fyfe	Councillor Brenda Johnson
Ed Sculthorpe	
Terry Ryan	

MANDATE:

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

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

Goals and objectives:

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

Coordinate Decoration Day, Remembrance Day Parades, community engagement pieces and Memorial Services in multiple wards.

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

How will they be achieved:

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

Administer all other matters directly relating to or of concern to Hamilton Veterans that fall within Council's jurisdiction. Provide written letters of support for Veterans causes when requested and deemed appropriate.

Veteran's Committee advises on the use and care of cenotaphs in partnership with Heritage Resource Management.

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

Who will benefit:

All citizens of the City of Hamilton as well as local veterans and active forces. Upward of 2,000 people attend the Remembrance Day services and parades coordinated by the Veterans Committee.

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

The Youth of Hamilton will be given the opportunity to be engaged with Acts of Remembrance outside of the classroom setting through hands-on and digital platforms.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Meeting Costs: <ul style="list-style-type: none"> - postage, printing, parking - 7 general meetings, 4 event planning meetings & 1 meeting with all Veteran Organizations within the City of Hamilton - Name tags & arms bands 	\$600.00
SUB TOTAL	\$600.00

SPECIAL EVENT/PROJECT COSTS:

Ceremonies/Services: <ul style="list-style-type: none"> - Hamilton (Gore Park Cenotaph), 2 ceremonies and parades - Community Ceremonies (Ancaster, Glanbrook, Dundas, Stoney Creek, Waterdown) - Dieppe Veteran's Memorial Service - Decoration Day - Communications & Marketing 	\$34 K \$2,200 \$2,500 \$3,000 \$700
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------

SUB TOTAL	\$ 43 K
TOTAL COSTS	\$ 43 K
Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$
TOTAL 2021 BUDGET REQUEST	\$ 43 K
PREVIOUS YEAR (2020) APPROVED BUDGET (2020 Request \$)	\$ 43 K

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: Mike Rehill

Signature: _____


Date: _____
 October 27, 2021

Telephone # : _____
 905-546-2424 ext 4688



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Children's Services and Neighbourhood Development Division

TO:	Chair and Members, Emergency and Community Services Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	2022 Budget Submission - Seniors Advisory Committee (HSC21050) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Lisa Maychak (905) 546-2424 Ext. 1721
SUBMITTED BY:	Jessica Chase Director, Children's Services and Neighbourhood Development Division Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION(S)

That the Seniors Advisory Committee 2022 base budget submission attached as Appendix "A" to Report HSC21050 in the amount of \$2,500 be approved.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Seniors Advisory Committee budget for 2022, in the amount of \$2500 is being submitted for approval.

Alternatives for Consideration – See Page 2

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget request for 2022 for the Seniors Advisory Committee is the same as the budget requested and approved for 2021.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

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: 2022 Budget Submission - Seniors Advisory Committee (HSC21050)
(City Wide) - Page 2 of 3**

At their November 5, 2021 meeting, the Seniors Advisory Committee considered their budget needs for 2022. Their budget submission is attached as Appendix “A” to Report HSC21050. The budget includes incidental costs to support the Committee as well as additional costs for specific events, programs and initiatives.

The Seniors Advisory Committee is requesting the same budget they had in 2021 in the amount of \$2,500.

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

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Seniors Advisory Committee is able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. The possibility gives the Committee the opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The Seniors Advisory Committee has not yet determined all of their activities for 2022. Should additional funding be required in 2022 and be available in the Seniors Advisory Committee reserve, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Seniors Advisory Committee discussed their 2022 budget needs at their November 5, 2021 committee meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

None

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement & Participation

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

Economic Prosperity and Growth

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: 2022 Budget Submission - Seniors Advisory Committee (HSC21050)
(City Wide) - Page 3 of 3**

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 HSC21050: Seniors Advisory Committee 2022 Budget Submission

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

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

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

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

SENIOR ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Aref Alshaihahmed	Maureen McKeating	
Sheryl Boblin	Vince Mercuri	
David Broom	Noor Nizam	
Ann Elliott	Dahlia Petgrave	
Carolann Fernandes	Penelope Petrie	
Kamal Jain	Sarah Shallwani	
Jeanne Mayo	Barry Spinner	
	Douglas Stone	
	Marian Toth	
	Marjorie Wahlman	

MANDATE:

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

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

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

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc).	\$1500.00	
SUB TOTAL		\$1,500.00

SPECIAL EVENT/PROJECT COSTS:

Support for Seniors related events (International Day of the Older Person, Seniors Month Kick-off Event, Senior of the Year Award, etcetera).	\$1000.00	
SUB TOTAL		\$1,000.00

TOTAL COSTS	\$2,500.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$N/A
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$2,500.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$)	\$2,500.00

CERTIFICATION:

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

Representative's Name: **Penelope Petrie** _____

Signature: _____

Date: _____

Telephone #: _____



CITY OF HAMILTON
CITY MANAGER'S OFFICE
 Government Relations & Community Engagement

Hamilton

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	2022 LGBTQ Volunteer Advisory Committee Budget (CM21016) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Sunil Angrish, Project Manager, Community Inclusion & Equity (905) 546-2424
SUBMITTED BY:	Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office
SIGNATURE:	

RECOMMENDATIONS

- (a) That the LGBTQ Advisory Committee 2022 base budget submission attached as Appendix "A" to Report CM21016 in the amount of \$4,039.20, be approved; and;
- (b) That, in addition to the base funding, a one-time budget allocation for 2022 of \$1,300, for training around anti-racism, anti-oppression, and other topics related to the committee's mandate, to be funded by the LGBTQ Advisory Committee reserve, be approved.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the LGBTQ Volunteer Advisory Committee Budget for 2022 in the total amount of \$5,339.20 is being submitted with the recommendation that they be approved. The base budget request is the same amount as the 2021 approved budget with an additional 2% applied. A further \$1,300 is requested from the reserve.

Alternatives for Consideration – See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

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: 2022 Budget Submissions - Volunteer Advisory Committee (City Wide) **Page 2 of 3**

Financial: The base budget requested for 2022 for the advisory committee is the same as the budget requested and approved for 2021 with an additional 2% applied.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

At their November 2021 meeting, the LGBTQ Volunteer Advisory Committee gave consideration to their budget needs for 2022. Their base budget submission is attached as Appendix "A" to Report CM21016 as approved. The budget includes both incidental costs to support the Committees, as well as additional costs for specific events, programs and initiatives. The following is a summary of the request and detailed requests are attached as Appendix "A" to Report CM21016.

Committee Name	2020 Approved	2021 Base Request	Request from Reserve	Total 2021 Request
2022 LGBTQ Advisory Committee (Appendix "A" to Report CM21016)	3,960.00	4,039.20	1,300.00	5,339.20

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

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. This provides the Committee with an opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The committee has not yet determined all of their activities for 2022. Should additional funding for either of the Advisory Committees be required in 2022 and be available in the volunteer advisory committee reserves, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The LGBTQ Volunteer Advisory Committee discussed their 2022 budget needs at their November 2021 Committee meeting.

SUBJECT: 2022 Budget Submissions - Volunteer Advisory Committee (City Wide)**Page 3 of 3**

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

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

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

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Healthy and Safe Communities

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Culture and Diversity

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Our People and Performance

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

APPENDICES ATTACHED

Appendix "A" – 2022 LGBTQ Advisory Committee

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

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

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Rebecca Banky	Jake Maurice
Gregory Cousins	Violetta Nikolskaya
James Diemert	Ashley Paton
William Fujarczuk	Kieran Thiara
Autumn Getty	Terri Wallis
Lisa-Marie Johnston	Kyle Weitz
Shaiden Keaney	Councillor Maureen Wilson
Cameron Kroetsch	

MANDATE:

The LGBTQ Advisory Committee for the City of Hamilton exists to eliminate barriers experienced by LGBTQ communities by giving voice to the perspectives of LGBTQ individuals and evaluating the City on its related efforts. The Committee does this by making recommendations to Council and staff in order that the City of Hamilton will excel in providing services to and interfacing with members of the LGBTQ communities.

The Committee is empowered by City Council and is responsible to City Council for its services; it reports to City Council on issues and concerns pertaining to the LGBTQ communities through the Audit, Finance & Administration Committee.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

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

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

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

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

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

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

Please check off which Council approved Strategic Commitments your Advisory Committee supports

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

PART C: Budget Request

INCIDENTAL COSTS:

<p>Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)</p> <p>*There were no expenses in this category in 2021</p>	
SUB TOTAL	\$750.00

SPECIAL EVENT / PROJECT COSTS:

<ul style="list-style-type: none"> • Partnership in the development and sharing of community resources and information • Social marketing regarding positive spaces, including materials, focus groups, awareness, etc. • Partner with community groups for awareness campaigns at significant events in Two Spirit and LGBTQIA+ communities • Subsidizing membership participation in workshops / conferences relevant to committee objectives • Partner with organizations providing support to members of Two Spirit and LGBTQIA+ communities during the COVID-19 pandemic • Additional Special Event/Project Cost of \$2,000.00 (to come from the Committee's reserve) for Committee training around anti-racism, anti-oppression, and other topics related to the Committee's mandate 	
SUB TOTAL	\$3,289.20
TOTAL COSTS	\$4,039.20

Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$1,300.00
TOTAL 2021 BUDGET REQUEST (net of reserve funding)	\$4,039.20
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$5,960.00)	\$3,960.00

CERTIFICATION:

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

Representative's Name:Cameron Kroetsch
_____**Signature:**_____
_____**Date:**November 16, 2021



CITY OF HAMILTON
PUBLIC HEALTH SERVICES
Healthy Environments Division

TO:	Mayor and Members Board of Health
COMMITTEE DATE:	November 15, 2021
SUBJECT/REPORT NO:	Budget Request for Food Advisory Committee 2022 (BOH21011) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Richard MacDonald (905) 546-2424 Ext. 5818
SUBMITTED BY:	Kevin McDonald Director, Healthy Environments Division Public Health Services
SIGNATURE:	

RECOMMENDATION

That the Food Advisory Committee 2022 base budget submission attached as Appendix “A” to Report BOH21011 in the amount of \$1,500, be approved.

EXECUTIVE SUMMARY

The Food Advisory Committee requests that a total budget of \$1,500 be referred to the 2022 budget process for consideration to cover basic committee expenses.

Alternatives for Consideration – See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: If the recommendation is not approved, the Food Advisory Committee would not have the budget to operate in 2022.

Staffing: Not Applicable.

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: Budget Request for Food Advisory Committee 2022 (BOH21011) (City Wide)
- Page 2 of 3

Legal: Not Applicable.

HISTORICAL BACKGROUND

The Food Advisory Committee was created as a result of the City of Hamilton's 2014 advisory committee review process and the City of Hamilton's 2016 endorsement of the Hamilton Food Strategy. This committee consolidated attention toward food issues that were previously addressed on two separate advisory committees. The Food Advisory Committee can accommodate 13 to 18 members who are appointed by City Council. Membership includes a range of food system expertise in farming and food businesses, food literacy, food access and waste, policy, non-profit/community-based food programs, and a non-voting Staff Liaison from the Public Health Services, Healthy Environments Division.

Since 2016, the Food Advisory Committee has advised the Board of Health on Hamilton's Food Strategy actions and focused on community food security with a broader health-promoting food system lens. Since May 2019, when this term's membership started, the Food Advisory Committee has informed and participated in two Food Strategy events and intends to continue to advise and support the implementation of Food Strategy actions in 2022.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

No policy implications or legislated requirements applicable.

RELEVANT CONSULTATION

City of Hamilton's Corporate Finance Services were consulted regarding the process and template to use for submitting Advisory Committee budget requests, along with ensuring adequate funds were available to the Food Advisory Committee.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The Food Advisory Committee has put forward a base budget request of \$1,500 to cover basic expenses. To continue to effectively implement their mandate, including conducting relevant community engagement/event(s) and research.

The Food Advisory Committee budget request is attached as Appendix "A" to Report BOH21011.

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: Budget Request for Food Advisory Committee 2022 (BOH21011) (City Wide)
- Page 3 of 3

The Food Advisory Committee's full mandate is outlined in their Terms of Reference, attached as Appendix "B" to Report BOH21011.

ALTERNATIVES FOR CONSIDERATION

Council could choose not to refer the Food Advisory Committee budget request for 2022 to the budget process for Advisory Committees.

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 BOH21011:	Completed Advisory Committee Budget Template
Appendix "B" to Report BOH21011:	Terms of Reference Food Advisory Committee

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

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

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

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

<p>FOOD ADVISORY COMMITTEE</p>

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

Krista D'aoust (Chair)	Biniam Mehretab
Mary Ellen Scanlon (Co-Chair)	Elly Bowen
Brian Tammi (Secretary)	Jennifer Silversmith
Vivien Underdown	Barbara Stares
Vicky Hachey	Frank Stinellis
Laurie Nielsen	Kyle Swain
Jordan Geertsma	Andrew Sweetnam
Drew Johnston	Maria Biasutti

MANDATE:

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

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

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

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Parking	600.00
Materials, supplies & printing	400.00
SUB TOTAL	\$1000.00

**Appendix "A" to Report BOH21011
Page 3 of 4**

SPECIAL EVENT/PROJECT COSTS:

Training/Education Event(s)	500.00
SUB TOTAL	\$ 1500.00

TOTAL COSTS	\$ 1500.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$ 0
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$ 1500
PREVIOUS YEAR (2021) APPROVED BUDGET	\$ 2500

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: **Krista D'Aoust, Chair**

Signature: 

Date: **October 5, 2021**

Telephone # : 289-260-3973



CITY OF HAMILTON
CITY MANAGER'S OFFICE
 Government Relations & Community Engagement

Hamilton

TO:	Chair and Members Audit, Finance & Administration Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	2022 Budget Submission – Committee Against Racism (CM21017) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Sunil Angrish, Project Manager, Community Inclusion & Equity (905) 546-2424
SUBMITTED BY:	Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office
SIGNATURE:	

RECOMMENDATIONS

(a) That the Committee Against Racism Advisory Committee 2022 base budget in the amount of \$8,900, be approved.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Committee Against Racism Volunteer Advisory Committee Budget for 2022 in the total amount of \$8,900 is being submitted with the recommendation that they be approved.

Alternatives for Consideration – See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2022 for the advisory committee is the same as the budget requested and approved for 2021.

Staffing: Not Applicable

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: 2022 Budget Submission – Committee Against Racism (CM21017)
(City Wide)**

Page 2 of 3

Legal: Not Applicable

HISTORICAL BACKGROUND

The Committee Against Racism Volunteer Advisory Committee was unable to consider their budget needs for 2022 due to lack of quorum at their November 2021 meeting. It was recommended by the Clerk's Office to provide a budget request on their behalf to ensure they can continue their activities in 2022. The budget includes both incidental costs to support the Committees, as well as additional costs for specific events, programs and initiatives. The following is a summary of the request.

Committee Name	2021 Approved	2022 Base Request	Request from Reserve	Total 2022 Request
Committee Against Racism Advisory Committee	\$8,900	\$8,900	\$0	\$8,900

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

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. This provides the Committee with an opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The committee has not yet determined all of their activities for 2022. Should additional funding for either of the Advisory Committees be required in 2022 and be available in the volunteer advisory committee reserves, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Committee Against Racism Volunteer Advisory Committee was unable to discuss their 2022 budget needs at their November 2021 Committee meeting due to lack of quorum. It was recommended by the Clerk's Office that the Staff Liaison submit a budget on their behalf based on their previously approved 2021 budget. The Advisory Committee has been informed of this decision and no objection was received.

**SUBJECT: 2022 Budget Submission – Committee Against Racism (CM21017)
(City Wide)**

Page 3 of 3

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

The alternative would be not to fund the operations of the Advisory Committees. This is not recommended as they provide valuable service and advice to both Council and staff of the City and bring voices to 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.

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 is embraced and celebrated.

Our People and Performance

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

APPENDICES ATTACHED

Appendix “A” to Report CM21017 – Committee Against Racism Budget Submission

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

COMMITTEE AGAINST RACISM

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Annie Law	Gerry Smith
Tyrone Childs	Councillor Nrinder Nann
Marlene Dei-Amoah	
Leslyn Gombakomba	
Shamini Jacob	
Phillip Jeffrey	
Taimur Qasim	
Simone McWatt	

MANDATE:

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

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

1. Make recommendations and give advice to the City of Hamilton's staff and Council on issues relating to racism, equity, diversity and inclusion as well as issues relating to anti-racism.
2. Encourage every person, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, creed or any other grounds based on the Ontario Human Rights Code (OHRC), to participate in programs and services for the improvement of community relations and the fulfilment of Human Rights.
3. Work actively with institutions and all other relevant organizations, including educational institutions, Police Services, Emergency Services, public, private, voluntary sector and all levels of government to advise, consult, advocate and to promote proactive measures pertaining to racism and its impacts.
4. Consult with individuals and/or groups with respect to complaints regarding racism and to make referrals within the community for complainants.
5. Initiate and facilitate discussions between individuals and/or groups to address issues and concerns of racism and/or while promoting respect and understanding in the community.

ALIGNMENT WITH CORPORATE GOALS:

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

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

Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)	
SUB TOTAL	\$ 900

SPECIAL EVENT/PROJECT COSTS:

Initiatives by the Committee, including the following: 1) Days of recognition such as, Lincoln Alexander Day, Black History Month, Emancipation Day, and other days related to the mandate of anti-racism 2) Supporting City of Hamilton initiatives related to anti-racism 3) Support of anti-racism related community events	
SUB TOTAL	\$ 8000

TOTAL COSTS	\$ 8900
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$ 8900
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$ 8900)	\$ 8900

CERTIFICATION:

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

Representative's Name: Marlene Dei-Amoah

Signature:

Date: Dec 8, 2021

Telephone #:



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	2022 Budget Submission - Housing and Homelessness Advisory Committee (HSC21047) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	James O'Brien (905) 546-2424 Ext. 3728
SUBMITTED BY:	Edward John Director, Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION(S)

That the Housing and Homelessness Advisory Committee 2022 base budget submission attached as Appendix "A" to Report HSC21047 in the amount of \$1,000, be approved ~~and referred to the 2022 budget process for consideration.~~

EXECUTIVE SUMMARY

The Housing and Homelessness Advisory Committee has prepared and approved their budget submission for 2022 in the amount of \$1,000. This submission is consistent with the 2021 approved budget for the committee.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

The budget request is the same as the approved budget for the Housing and Homelessness Committee for 2021. The \$1,000 will be used for meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation and a proposed 2022 event.

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: 2022 Budget Submission - Housing and Homelessness Advisory Committee (HSC21047) (City Wide) - Page 2 of 3

Staffing:
N/A

Legal:
N/A

HISTORICAL BACKGROUND

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

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

At their November 2, 2021 meeting, the Housing and Homelessness Advisory Committee gave consideration to their 2022 budget needs. Their budget submission is attached as Appendix "A" to Report HSC21047. This budget covers meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation and a proposed special event for 2022. The committee is requesting the same budget they had in 2021 in the amount of \$1,000 for 2022.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The committee has outlined a meeting schedule for 2022, and this budget will provide them support to undertake specific activities in their workplan. This includes transportation and parking support for committee members and speakers should the committee move back to in-person meetings. The committee has previously used their budget for information gathering events and in 2022, if permitted, plan to host an event related to affordable housing advocacy opened to the public.

RELEVANT CONSULTATION

The Housing and Homelessness Advisory Committee discussed their 2022 budget needs at the November 2, 2021 meeting. After a thoughtful discussion they approved a budget submission that was consistent with their 2021 budget.

**SUBJECT: 2022 Budget Submission - Housing and Homelessness Advisory
Committee (HSC21047) (City Wide) - Page 3 of 3**

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

None

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.

Healthy and Safe Communities

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

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report HSC21047: Housing and Homelessness Advisory Committee
2022 Budget Submission

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Housing and Homelessness Advisory Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Eileen Campbell	Leisha Dawson
Morgan Stanek	Sandy Leyland
Violetta Nikolskava	Michael Slusarenko
Thomas Mobley	Michael Power
Tony Manganiello	Rhonda Mayer
Shaun Jamieson	Mary-Ellen Crechiola
Julia Verbitsky	Lance Dingman

MANDATE:

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

Support the City of Hamilton’s 10-year Housing and Homelessness Action Plan by providing information, advice, and recommendations to the Emergency & Community Services Committee regarding the Action Plan’s successful and meaningful implementation.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

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

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

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

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

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

SPECIAL EVENT/PROJECT COSTS:

N/A	0
SUB TOTAL	\$0

TOTAL COSTS	\$1,000
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$1,995
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$1,000
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$1,000)	\$1,000

CERTIFICATION:

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

Representative's Name: _____

Signature: _____

Date: _____

Telephone #: _____



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
General Manager's Office

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	2022 Budget Submission - Aboriginal Advisory Committee (HSC21051) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Shelly Hill (905) 546-2424 Extension 4081
SUBMITTED BY:	Grace Mater General Manager, Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION

That the Aboriginal Advisory Committee 2022 base budget submission attached as Appendix "A" to Report HSC21051 in the amount of \$3,552, be approved.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Aboriginal Advisory Committee Budget for 2022 in the amount of \$3,552 is being submit with the recommendation that it be approved. This base budget request is the same amount as the 2021 approved budget.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2022 is in keeping with the approved 2021 budget for the committee. No additional funds are being requested.

Staffing: N/A

Legal: N/A

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

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

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

**SUBJECT: 2022 Budget Submission - Aboriginal Advisory Committee (HSC21051)
(City Wide) - Page 2 of 3**

HISTORICAL BACKGROUND

At its December 2, 2021 meeting, the Aboriginal Advisory Committee gave consideration to its budget needs for 2022. Their budget submission is attached as Appendix "A" to Report HSC21051.

The budget includes both incidental costs to support the Committee, as well as additional costs for specific events, programs and initiatives.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. This provides the Committee with an opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The committee has not yet determined all of its activities for 2022. Should additional funding for the Aboriginal Advisory Committee be required, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Aboriginal Advisory Committee discussed its 2022 budget needs at its December 2, 2021 Committee meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

None

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

Healthy and Safe Communities

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: 2022 Budget Submission - Aboriginal Advisory Committee (HSC21051)
(City Wide) - Page 3 of 3**

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 HSC21051 - Aboriginal Advisory Committee Budget Submission

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

ABORIGINAL ADVISORY COMMITTEE

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

Connie Bellamy	
Scott Cruickshank	
Allan Loft	
Patty Lawlor (non-voting)	
Marilyn Wright	
Councillor Nann (Liason)	

MANDATE:

The Aboriginal Advisory Committee (AAC) is a volunteer advisory committee to the City of Hamilton. The AAC assists the City to honour and engage its Aboriginal citizens in the pursuit of the City's vision by providing advice and/or recommendations, through the appropriate Standing Committee of Council, that enhance the wellbeing of Aboriginal people and/or resolve municipal issues.

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

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

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

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

ALIGNMENT WITH CORPORATE GOALS:

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

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

Monthly meeting expenses (photocopying, refreshments, advertising, signage, postage, etc.)	1000.00
SUB TOTAL	\$1,000.00

SPECIAL EVENT/PROJECT COSTS:

To include: <ul style="list-style-type: none"> - National Indigenous Peoples Day <ul style="list-style-type: none"> o Banner Display - Support and participation in events co-hosted with the Indigenous Relations - Urban Indigenous Strategy - Support for community engagement activities 	2552.00
SUB TOTAL	\$2,552.00

TOTAL COSTS	\$3,552.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$N/A
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$3,552.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$3552.00)	\$3,552.00

CERTIFICATION:

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

Representative's Name: **Marilyn Wright**

Signature:

Date:

Telephone #:



CITY OF HAMILTON
City Manager's Office
Human Resources Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	December 8, 2021
SUBJECT/REPORT NO:	2022 Budget Submission – Advisory Committee for Persons with Disabilities (HUR21012) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Jessica Bowen (905) 546-2424 Ext. 5164
SUBMITTED BY:	Lora Fontana Executive Director Human Resources
SIGNATURE:	

RECOMMENDATION

That the Advisory Committee for Persons with Disabilities (ACPD) 2022 base budget submission attached as Appendix “A” to Report HUR21012 in the amount of \$6,100.00, be approved.

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 2022, in the amount of \$6100.00, is being submitted for approval.

Alternatives for Consideration – See Page 2

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget request for 2022 for the Advisory Committee for Persons with Disabilities is the same as the budget requested and approved for 2021.

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: 2022 Budget Submission Advisory Committee for Persons with Disabilities (HUR21012) (City Wide) - Page 2 of 3

Staffing: N/A
 Legal: N/A

HISTORICAL BACKGROUND

At their October 12, 2021 meeting, the Advisory Committee for Persons with Disabilities gave consideration to their budget needs for 2022. Their budget submission is attached as Appendix “A” to Report HUR21012. 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 2021 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 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 2022. Should additional funding be required in 2022 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 2022 budget needs at their October 12, 2021 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.

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: 2022 Budget Submission Advisory Committee for Persons with Disabilities (HUR21012) (City Wide) - Page 3 of 3

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.

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 HUR21012 – Advisory Committee for Persons with Disabilities Budget Submission

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

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

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

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

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Advisory Committee for Persons With Disabilities (ACPD)

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Shahan Aaron	Paula Kilburn
Patty Cameron	Aznive Mallett
Elizabeth (Jayne) Cardno	Tom Manzuk
Michelle Dent	Corbin Mcbride
Lance Dingman	Mark McNeil
Anthony Frisina	Tim Murphy
Sophie Geffros	Kim Nolan
Levi Janosi	Tim Nolan
James Kemp	Bob Semkow

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.

Please check off which Council approved Strategic Commitments your Advisory Committee supports

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

7) Our People & Performance	X		
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ALIGNMENT WITH CORPORATE GOALS:

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"> • Advisory Committee for People with Disabilities \$1500.00 • Built Environment Working Group \$750.00 • Transportation Working Group \$850.00 • Housing Working Group \$600.00 • Outreach Working Group \$600.00 • Wheelchair and Scooter Safety Committee 	\$4300.00
SUB TOTAL	\$4,600.00

SPECIAL EVENT/PROJECT COSTS:

Conferences and related travel expenses	\$1500.00
SUB TOTAL	\$1500.00

TOTAL COSTS	\$ 6100.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$ n/a
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$ 6100.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$6100.00)	\$6100.00

CERTIFICATION:

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

Representative's Name: Paula Kilburn

Signature: signed electronically

Date: October 22, 2021

Telephone #: 905 573 7771



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Human Resources Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	December 9, 2021
SUBJECT/REPORT NO:	2022 Budget Submissions Volunteer Advisory Committee (HUR21016) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Jessica Bowen (905) 546-2424 Ext. 5164
SUBMITTED BY:	Lora Fontana Executive Director Human Resources
SIGNATURE:	

RECOMMENDATIONS

- (a) That the Volunteer Advisory Committee 2022 budget base submissions, be approved, as follows:
- (i) Advisory Committee on Immigrant & Refugees in the amount of \$3,500.00, attached as Appendix "A" to Report HUR21016;
 - (ii) Hamilton Mundialization Committee in the amount of \$5,890.00, attached as Appendix "B" to Report HUR21016.
 - (iii) Hamilton Women and Gender Equity Committee in the amount of \$3,500.00, attached as Appendix "C" to Report HUR21016 and \$5,000.00 is requested from the Committee's 2021 reserve fund to support the 2021 Elect More Women Conference and other related initiatives that arise in 2022 that are not yet planned.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Human Resources Volunteer Advisory Committee Budgets for 2022 in the amount of \$17,890.00 which is comprised of \$12,890.00 as the 2022 base budget and \$5000.00 which is requested from individual Advisory Committee reserves are

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: 2022 Budget Submissions Volunteer Advisory Committee
(HUR21016) (City Wide) - Page 2 of 4**

being submitted with the recommendation that they be approved. One (1) committee has requested to draw funds from its Advisory Committee Reserve to support ongoing initiatives in 2022. The total request from individual advisory committee reserves is \$5,000.00.

Alternatives for Consideration – See Page 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2022 for the three (3) advisory committees is the same as the budget requested and approved for 2021. One (1) committee has requested to draw \$5,000.00 from their Advisory Committee Reserve to support additional events in 2022.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

At their October and November 2021 meetings, the Human Resources Volunteer Advisory Committees gave consideration to their budget needs for 2022. Their base budget submissions are attached as Appendices “A” to “C” to Report HUR21016 as approved.

The budget includes both incidental costs to support the Committees, as well as additional costs for specific events, programs and initiatives. The following is a summary of the request and detailed requests are attached as Appendices “A” to “C” to Report HUR21016.

Committee Name	2021 Approved	2022 Base Request	Request from Reserve	Total 2022 Request
Advisory Committee on Immigrant & Refugees (Appendix A to Report HUR21016)	\$3,500.00	\$3,500.00	-	\$3,500.00
Hamilton Mundialization Committee (Includes Kids for Kaga) (Appendix B to Report HUR21016)	\$5,890.00	\$5,890.00	-	\$5,890.00
Hamilton Women and Gender Equity Committee (Appendix C to Report HUR21016)	\$3,500.00	\$3,500.00	\$5000.00	\$8,500.00

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: 2022 Budget Submissions Volunteer Advisory Committee
(HUR21016) (City Wide) - Page 3 of 4**

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

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. This provides the Committee with an opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. Some of the committees have not yet determined all of their activities for 2021. Should additional funding for any of the Advisory Committees be required in 2022 and be available in the volunteer advisory committee reserves, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Volunteer Advisory Committees discussed their 2022 budget needs at their October and November 2021 Committee meetings.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

The alternative would be not to fund the operations of the Advisory Committees. This is not recommended as they provide valuable service and advice to both Council and staff of the City and bring voices to 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.

**SUBJECT: 2022 Budget Submissions Volunteer Advisory Committee
(HUR21016) (City Wide) - Page 4 of 4**

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 ATTACHED

Appendix "A" to Report HUR21016 - Advisory Committee on Immigrant & Refugees

Appendix "B" to Report HUR21016 - Hamilton Mundialization Committee

Appendix "C" to Report HUR21016 - Hamilton Women and Gender Equity Committee

CITY OF HAMILTON

2022

ADVISORY COMMITTEES


BUDGET SUBMISSION FORM

Advisory Committee for Immigrants & Refugees

A

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Name	
Aref Alshaihahmed	
Leslyn Gombakomba	
Dina Honig	
Rami Safi	
Eisham Abdulkarim	
Dorar Abuzaid	
Khursheed Ahmed	
Ammira Ali	
Jennie Hamilton	

MANDATE:

Makes recommendations to City Council and staff about policies, procedures and guidelines that address the needs of immigrants and refugees.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

1. Review and comment on pertinent reports, proposed legislation and studies that affect immigrants and refugees.
2. Be consulted by City of Hamilton staff and Council on the review, development and implementation of City policies, procedures, programs and services that affect, directly or indirectly, immigrants and refugees.
3. Facilitate, organize and promote open lines of communication with the school boards, police services, City of Hamilton, (e.g. Public Health Services, Healthy and Safe Communities, etc.) and other relevant organizations to provide advice and recommendations about the service needs of newcomers, immigrants and refugees.
4. Make presentations, host workshops and/or open houses to educate service providers, police, Ontario Works, school boards, settlement agencies, employment agencies, professional regulating bodies and other relevant services and programs about immigrant and refugee issues.
5. Develop relationships with the Access to Fair Trades Office and training institutions to gain a better understanding of their processes and find some common ground that will



- assist newcomers and immigrants in their pursuit of timely certification and upgrading.
6. Complement and collaborate with the work of the City of Hamilton's Volunteer Advisory Committees.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

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

SPECIAL EVENT/PROJECT COSTS:

2022 initiatives as determined by the committee such as hosting the annual Newcomer Open House and preparing and disseminating the Newcomer Guide to Hamilton.	\$2,000.00
SUB TOTAL	\$2,000.00

TOTAL COSTS

\$3,500.00

Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)

\$ n/a

TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$3,500.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$ 3500.00)	\$3,500.00

CERTIFICATION:

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

Representative's Name: _____

Signature: _____

Date: _____

Telephone #: _____



TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$3,500.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$ 3500.00)	\$3,500.00

CERTIFICATION:

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

Representative's Name: Dami Solh
Signature: *[Signature]*
Date: Nov 22 2021
Telephone #: -

[Signature]

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

DRAFT BUDGET SUBMISSION FORM

Hamilton Mundialization Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Name	
Rosemary Baptista	
Rein Ende	
Freja Gray	
Jan Lukas	
Anthony Macaluso	
Patricia Semkow	
Robert Semkow	

MANDATE:

To facilitate and support peace initiatives and the twinning relationships between Hamilton and its ten twin-cities around the world. To assist Council in implementing its Mundialization resolution.

To complement and affirm the objectives of the "Strengthening Hamilton Community Initiative" of the City.

To support any and all relationships with the City of Hamilton's Twin Cities

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

To carry out the mandate of the committee with activities such as:

- Ongoing Kaga/Hamilton events commemorating the 50 year plus relationship between Kaga and Hamilton (Dundas)
- Anniversary twinning events or other twinning events as identified
- Racalmuto Regional events
- World Citizenship award
- Photo Contest
- Hiroshima- Nagasaki Vigil

Ongoing review of Mundialization relationships and processes thereof. The benefit of participation is the enhancement of relationships between the citizens of our twin communities both locally and internationally and the citizens of the City of Hamilton.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

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

SPECIAL EVENT/PROJECT COSTS:

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

TOTAL COSTS	\$5890.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$ n/a
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$ 5890.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$5890.00)	\$ 5890.00

CERTIFICATION:

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

Representative's Name: Anthony Macaluso

Signature: 

Date: Nov 16, 2021

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Women and Gender Equity Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Deanna Allain	
Stephanie Bertolo	
Anna Davey	
Autumn Getty	
Jan Lukas	
Yulena Wan	

MANDATE:

The Women and Gender Equity Committee for the City of Hamilton acts as an Advisory Committee on matters pertaining to gender inequities faced by women, trans, and non-binary individuals. It achieves this mandate by providing Council input on matters of municipal concern and evaluating the City on its related efforts.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- Define, investigate, study and make recommendations on issues of gender equity of the City of Hamilton and other matters of social or municipal concern including matters referred to this Committee by City Council, staff and City of Hamilton Committees.
- Inform citizens of the City of Hamilton on issues affecting women, trans, and non-binary individuals.
- Actively supporting the public participation of women, trans, and non-binary individuals in all aspects of civil life
- Advise citizens of the City of Hamilton of decisions made by City Council which may impact on women, trans, and non-binary individuals including matters of social concern and those referred to City Council by this Committee.

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

ALIGNMENT WITH CORPORATE GOALS:

PART C: Budget Request

INCIDENTAL COSTS:

Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)	\$1000.00
SUB TOTAL	\$1000.00

SPECIAL EVENT/PROJECT COSTS:

Initiatives to be determined by the Committee	\$2500.00
SUB TOTAL	\$2500.00

TOTAL COSTS	\$3,500.00
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Funding from Advisory Committee Reserve to support the Elect More Women Conference	\$5,000.00
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$3,500.00
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$3,500)	\$3,500.00

CERTIFICATION:

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

Representative's Name: Stephanie Bertolo

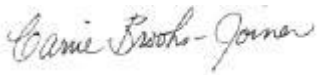
Signature: 

Date: Nov 22 2021

Telephone #:



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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	December 8, 2021
SUBJECT/REPORT NO:	Arts Advisory Commission Budget Submission (PED21218) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Ken Coit (905) 546-2424 Ext. 6281
SUBMITTED BY:	Carrie Brooks-Joiner Director, Tourism and Culture Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That the Arts Advisory Commission 2022 base Budget submission, attached as Appendix "A" to Report PED21218 in the amount of \$9,000, be approved; and,
- (b) That, in addition to the base funding of \$9,000, a one-time Budget allocation for 2022 of \$10,330, for community outreach about pandemic recovery, to be funded by the Arts Advisory Commission Reserve, be approved.

EXECUTIVE SUMMARY

The 2022 Budget request will enable the Arts Advisory Commission (AAC) to undertake consultation and outreach events with the arts community to share ideas and support the community in its recovery from the COVID pandemic.

Alternatives for Consideration - *Not Applicable*

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: For 2022, the AAC has requested a base Budget of \$9,000 and additional funding of \$10,300 from the AAC Reserve. The 2021 base Budget was \$9,000. The AAC Reserve is currently \$18,815.62.

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 Budget Submission (PED21218) (City Wide) - Page 2 of 3

Staffing: None

Legal: None

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 pre pandemic was community outreach in response the priorities developed through consultation with the arts community at the Big Picture 2017 Art Forum event. Given the effects of the pandemic on the arts community, the ACC undertook the Celebrating Resilience in the Arts Project and Survey in 2021 to begin to outreach to the arts community around pandemic recovery.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

This work is in alignment with the recommendations of the Mayor's Task Force on COVID recovery.

There are no legislated requirements associated with the recommendation in Report PED21218.

RELEVANT CONSULTATION

In preparation of Report PED21218, Tourism and Culture Division staff consulted with the AAC, which approved the 2022 Budget submission, attached as Appendix "A" to Report PED21218, at its September 28, 2021 meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

OUR Vision: To be the best place to raise a child and age successfully.
OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.
OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

SUBJECT: Arts Advisory Commission Budget Submission (PED21218) (City Wide) - Page 3 of 3

In 2022 AAC will be undertaking consultation and outreach events with the arts community to share ideas and support the community in its recovery from the COVID-19 pandemic. These events will be focused on a symposium planned for early 2022 and informed by the recent Celebrating Resilience in the Arts Project and Survey. The results of this symposium are expected to guide the work of the AAC in the coming years in line with its mandate.

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 – *Not Applicable***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.

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” – City of Hamilton 2022 Advisory Committees Budget Submission Arts Advisory Commission

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION

ARTS ADVISORY COMMISSION

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Annette Paiement-Chair	(Resigned - Steve Parton – Vice-Chair)
Elizabeth Jayne Cardno	Janna Malseed
Monika Ciolek	(Resigned - Eileen Reilly – Co Chair)
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 2022, based on the Celebrating Resilience in the Arts project the Arts Advisory Commission (AAC) will be undertaking consultation and outreach events with the arts community to share ideas and support the community in its recovery from the COVID pandemic. These events will be focussed on a symposium planned for early 2022.

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)	\$ 500
Off-site Meetings	\$ 500
Refreshments for Training Sessions and Sub-Committees	\$ 800
Binders, office supplies, printing, etc.	\$ 500
Printing costs for reports, etc.	\$ 1000
SUB TOTAL	\$3300

SPECIAL EVENT/PROJECT COSTS:

Arts community consultation and outreach events including a symposium.	\$16,000
SUB TOTAL	\$16,000

TOTAL COSTS	\$19300
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$10,300
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TOTAL 2021 BUDGET REQUEST (net of reserve funding)	\$9,000
PREVIOUS YEAR (2021) APPROVED BUDGET (2021 Request \$9,000)	\$9,000

CERTIFICATION:

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

Representative's Name: Annette Paiement-Chair

Signature:



Date:


September 28, 2021

Telephone #:

905.516.9191



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	January 10, 2022
SUBJECT/REPORT NO:	2022 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW22002) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Whitney Slattery (905) 546-2424 Ext. 5089 Florence Pirrera (905) 546-2424 Ext. 5523
SUBMITTED BY:	Cynthia Graham Acting Director, Environmental Services Public Works Department
SIGNATURE:	

RECOMMENDATION

That the Keep Hamilton Clean and Green Committee's 2022 base budget submission attached as Appendix "A" to Report PW22002 in the amount of \$18,250, representing a zero-net levy impact from the previous year budget, be approved.

EXECUTIVE SUMMARY

The Keep Hamilton Clean and Green (KHCG) Committee is a Council-endorsed, citizen volunteer group that has existed since 2001 and has actively addressed issues related to litter, graffiti and beautification across the City of Hamilton (City). The KHCG Committee has prepared their annual funding request for proposed activities in 2022 in the amount of \$18,250 and this request for funding is being submitted to the Public Works Committee as Appendix "A" Attached to Report PW22002 for review and consideration during the 2022 operating budget process.

The funding in the 2022 budget request will pay expenses directly related to the Committee's workplan and goals.

Alternatives for Consideration – See Page 4

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: 2022 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW22002) (City Wide) - Page 2 of 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The KHCG Committee is requesting a 2022 budget of \$18,250 (Dept ID #300361), representing a zero net levy increase from the 2021 budget.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

The Clean & Green Hamilton Strategy was endorsed by City Council in November 2012. In October 2013, the Clean City Liaison Committee changed its name to the Keep Hamilton Clean and Green Committee which better reflects its alignment to the Clean & Green Hamilton Strategy.

The KHCG Committee coordinates and promotes litter and graffiti remediation and prevention programs and supports beautification and environmental stewardship initiatives in the community.

In November 2021 the committee met to confirm that there would be no alterations to their budget requests for the following operating year.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The recommendation provided in this report aligns to the Vision and Mission of the City's 2016-2025 Strategic Plan and supports the Clean and Green priority area.

The recommendation also supports the ongoing implementation of the Clean & Green Hamilton Strategy, which includes:

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

RELEVANT CONSULTATION

OUR Vision: To be the best place to raise a child and age successfully.
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OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

SUBJECT: 2022 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW22002) (City Wide) - Page 3 of 5

The recommendation in this report was prepared in consultation with staff from the Corporate Services Department (Financial Planning, Administration and Policy Division) and with the members of the KHCG Committee.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

The proposed 2022 KHCG Committee base budget supports various activities that align with the five focus areas of the Clean & Green Hamilton Strategy including litter, illegal dumping, graffiti, beautification and environmental stewardship as well as the Committee's administrative costs. The 2022 operating budget request includes the following categories:

Team Up to Clean Up Program - \$6,000

The KHCG Committee's workplan continues to support many volunteer groups through the Team Up to Clean Up Program. The 2022 budget request includes the purchase of supplies and promotional costs to support the Team Up to Clean Up Program.

Keep America Beautiful – \$650

The KHCG Committee acts as members to the Board of Directors of Keep America Beautiful (KAB) affiliate. As such, the Committee is required to pay an annual affiliate fee and participate in training and development opportunities offered by KAB. The 2022 affiliate fee has been confirmed to be \$460 USD (which is approximately \$611 CDN).

Graffiti Management Strategy – \$2,000

The City's Graffiti Management Strategy Team continues to identify new pilot programs that support a reduction of illegal tagging and graffiti across the City. To continue the ongoing action towards addressing these initiatives in 2022, the KHCG Committee will allocate funds to support a proactive graffiti prevention or deterrent initiative based on recommendations to be developed by the City's internal Graffiti Working Group.

Clean and Green Neighbourhood Grants – \$6,000

The KHCG Committee continues to support community-led clean and green projects through the Clean & Green Neighbourhood grants program. The KHCG Committee will allocate funds towards these grants in 2022.

Cigarette Litter Prevention – \$2,500

In 2019 and up to March 2020, the Cigarette Litter Prevention Program was funded through a grant from the Main Street Revitalization program. The funds from the grant were used to purchase promotional items such as pocket ashtrays and develop promotional materials such as labels for containers and a video that was promoted on social media. The grant has not awarded funding since March 2020. Because of this, funds for this program were requested in the 2021 KHCG operating budget. Funds are

SUBJECT: 2022 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW22002) (City Wide) - Page 4 of 5

being requested again in the 2022 KHCG operating budget for use on similar promotional activities.

Environmental Stewardship – \$600

In 2022, the KHCG Committee will look for new opportunities to foster a sense of environmental stewardship in the local community. The Committee is exploring various ways to recognize and reward local volunteers in the environmental sector, which will be a component of the 2022 workplan.

Administration and Meeting Costs – \$500

The KHCG Committee has a membership of up to 15 committee members. The Committee meets approximately eight times per year. A portion of the Committee's budget is allocated for administrative and meeting related expenses. This is a reduction from the amount that was requested in 2021 as all meetings remain virtual at this time.

ALTERNATIVES FOR CONSIDERATION

Council could reduce the KHCG Committee's annual base budget in 2022. The Committee's annual base budget is \$18,250 and has not been increased since 2007. A reduction from this amount would reduce the Committee's capacity to invest in grassroots neighbourhood development initiatives, environmental stewardship initiatives and behaviour modification.

Furthermore, a reduction in the Committee's base budget would reduce the ability of the KHCG Committee to implement the Clean & Green Hamilton Strategy and Clean & Green strategic priorities.

Financial: A reduction in the budget would require the committee to reduce the number of items on their workplan for 2022.

Staffing: N/A

Legal: 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.

Healthy and Safe Communities

**SUBJECT: 2022 Volunteer Committee Budget - Keep Hamilton Clean and Green
Committee (PW22002) (City Wide) - Page 5 of 5**

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.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PW22002 – 2022 Advisory Committees Budget Submission for
the Keep Hamilton Clean & Green Advisory
Committee

CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION

KEEP HAMILTON CLEAN & GREEN ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS (Voting & Non-Voting):

Heather Donison (Chair)
Paulina Szczepanski (Vice Chair & HWCDSB Youth Representative)
Leisha Dawson
Kerry Jarvi (BIAAC Representative)
Brenda Duke
Lennox Toppin
Diana Meskaukas
Marisa DiCenso (HWCDSB Representative)
Felicia Van Dyk
Michelle Tom
Jen Baker (Environmental Representative – Non-voting)
Whitney Slattery (Staff Liaison – City Staff – Non-voting)
Florence Pirrera (Project Manager – City Staff – Non-voting)
Theresa Phair (Community Liaison – City Staff – Non-voting)
Councillor Nrinder Nann (Council Representative)

MANDATE:

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

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

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

- Support the development and marketing of a coordinated cigarette litter prevention program.
- Lead the promotion and collaboration with community partners for the ongoing operation of Team Up to Clean Up.
- Administer Keep America Beautiful Community Appearance Index survey in 2022.
- Support and promote City and community litter remediation and prevention initiatives.

Illegal Dumping

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

Graffiti

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

Beautification

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

Environmental Stewardship

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

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Meeting Expenses	\$500.00
Member Parking	\$0.00
Keep America Beautiful Affiliate Fee / Training and Development	\$650.00
SUB TOTAL	\$1,150.00

SPECIAL EVENT/PROJECT COSTS:

Cigarette Litter Prevention	\$2,500.00
Team Up to Clean Up	\$6,000.00
Graffiti	\$2,000.00
Volunteer recognition	\$600.00
Clean & Green Neighbourhood Grants	\$6,000.00
SUB TOTAL	\$17,100.00

TOTAL COSTS	\$18,250.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$0.00
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TOTAL 2022 BUDGET REQUEST (net of reserve funding)	\$18,250.00
PREVIOUS YEAR (2021) APPROVED BUDGET	\$18,250.00

CERTIFICATION:

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

Representative's Name: Heather Donison (Chair)


Signature: 

Date: November 30, 2021

Telephone #: Staff Liaison Whitney Slattery ext. 5089



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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 10, 2022
SUBJECT/REPORT NO:	Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Peter Topalovic (905) 546-2424 Ext. 5129 Trevor Jenkins (905) 546-2424 ext. 1473
SUBMITTED BY:	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
SIGNATURE:	

Discussion of Appendix "A" of this Report in Closed Session is pursuant to Section 9.1, sub-section (i) of the City's Procedural By-law 21-021, as amended, and Section 239(2), sub-section (i) of the Municipal Act, 2001, as amended, as the subject matter pertains to:

- a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

RECOMMENDATION

- (a) That the Hamilton Bike Share system be transitioned from the current approach which provides no City contribution towards system operations or towards asset management to a Partnership Model approach which includes a City contribution toward operating and asset management costs to increase financial sustainability, maintain and improve service delivery, and build in asset management considerations;

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SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 2 of 24

- (b) That a budget enhancement of \$302,400 to support the operating costs of the Hamilton Bike Share system be referred to the 2022 Operating Budget;
- (c) That upon approval by Council of the budget enhancement identified in Recommendation (b) that Council authorizes, directs and delegates authority to the General Manager of Planning and Economic Development Department to execute, on behalf of the City of Hamilton, the necessary agreements to amend and extend the existing contract with the current not-for-profit operator, Hamilton Bike Share Inc., to include the following:
 - (i) extended term of the agreement from December 31, 2022 to December 31, 2025;
 - (ii) a City contribution toward system operating costs of \$28 per bike, per month (total cost \$302,400);
 - (iii) key service and performance requirements for the operation of the system, including the Everyone Rides Initiative;
 - (iv) provisions related to potential future system expansion that would be based on generally the same terms and conditions, including geographic expansion and/or the expansion of the current fleet or the addition of e-bikes to the fleet;
 - (v) requirement for annual reporting by Hamilton Bike Share Inc. to the City, including an annual operating and financial report;
- (d) That a budget enhancement of \$54 K based on \$5 per bike, per month, to support the Everyone Rides bike share equity program through the provision of accessible bikes and fee subsidies for low income residents be referred to the 2022 Operating Budget;
- (e) That a budget enhancement of \$130 K to fund the bike share system connectivity fees with Mobility Cloud be referred to the 2022 Operating Budget and that Council authorizes, directs and delegates authority to the General Manager, Planning and Economic Development Department to execute, on behalf of the City of Hamilton, the necessary agreements with Mobility Cloud;
- (f) That a budget enhancement of \$108 K based on \$120 per bike, per year, to establish and fund a Bike Share Capital Reserve be referred to the 2022 Operating Budget;
- (g) That upon approval by Council of the budget enhancement identified in Recommendation (f) that staff be authorized and directed to establish a Bike Share Capital Reserve Fund and, a Bike Share Capital Reserve Fund Policy to

SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 3 of 24

fund state of good repair capital improvements including new bike share parts and balancing equipment;

- (h) That the General Manager of Planning and Economic Development Department be authorized and directed to execute on behalf of the City of Hamilton, the necessary agreements to enter into a partnership with McMaster TransLab to analyse Hamilton Bike Share, Everyone Rides Initiative, and Commercial E-Scooter program data to support the delivery of the City’s overall Micromobility Program to be funded from Project ID 4032155820 Sustainable Mobility to a maximum upset limit of \$15,000;
- (i) That Item ABL, respecting the Public Bike Share Program Phased Procurement Process, be identified as completed and removed from the Public Works Committee Outstanding Business List;
- (j) That the contents of Appendix “A” to this Report remain confidential.

EXECUTIVE SUMMARY

At the General Issues Committee Meeting of November 26, 2021, the following direction was provided by Council:

“That Staff be directed to report back to the General Issues Committee, during the 2022 Operating Budget process, with options to effectively and efficiently provide financial sustainability for the Hamilton Bikeshare program in the City of Hamilton”.

The purpose of Report PED20109(d) is to respond to this direction. This Report also responds to the direction provided by Council on November 25, 2020 through the approval of Report PED20109(c) to report back no later than Q2 2022 with a recommended procurement process to secure a long-term micromobility operator or operators for 2023 and beyond.

The Hamilton Bike Share system was launched in 2015 and has since become a network with over 130 hubs, 825 bikes, and with more than 1.98 million trips taken by residents and visitors. It has a significant equity, diversity and inclusion component that is one of its guiding principles and is operationalized through the community-led Everyone Rides Initiative (ERI), which provides low cost access to the system for eligible riders, expansion into underserved neighbourhoods, offers adaptive bikes, and delivers training programs.

SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 4 of 24

Community interest and support of the system is high as evidenced by the crowd-sourced fundraising campaign to support the continuation of the program when the former operator terminated its contract without notice during the onset of the COVID-19 pandemic. The “Micromobility Assessment of Operating Models, Funding Sources, and Role of Not-For-Profit Organizations” which was attached as Appendix “A” to the November 16, 2020 Public Works Committee Report PED20109(c) highlighted significant community benefit to continuing and expanding public bike share including: reduction of vehicle kilometres travelled by automobiles, greenhouse gas emissions savings, local air quality savings, congestion improvements, travel time savings, walking and cycling health benefits, and economic uplift potential.

Hamilton’s Bike Share system has operated for six years with no municipal levy funding for operating and relies primarily on funding programs from senior levels of government for capital infrastructure. One exception is the recent approval by Council to allow for the utilization of funds from cash-in-lieu of parking for micromobility, including bike share, though this funding is targeted for capital investments and one-time costs, as opposed to ongoing operating costs. However, there is growing evidence that to maximize their effectiveness, bike share systems should be operated similar to, and alongside, public transit systems and with predictable revenue sources sufficient to sustain a reliable and customer-focused service.

Hamilton Bike Share Inc. (HBSI) has been approved by Council as the interim bike share operator until at least December 31, 2022. In addition, on August 13, 2021, Council approved Report PED20134(b) which recommended that “upon the award of any agreements with a Commercial E-Scooter operator, the General Manager of Planning and Economic Development be authorized to amend the operating agreement with Hamilton Bike Share Inc. for the operation of the base bike share program ...”, which will require a contract amendment with HBSI.

In order to inform the phased procurement process, staff initiated a study “Micromobility Assessment of Operating Models, Funding Sources, and Role of Not-For-Profit Organizations” which was attached as Appendix “A” to the November 16, 2020 Public Works committee Report PED20109(c). The results of the Study indicate that the most stable bike share systems operate with a municipally-owned and operated base bike share system that receives financial support from the municipality and from grants, alongside a private sector, non-exclusive contract-based Micromobility system. Taking this into consideration, this Report recommends the continuation of the phased procurement process that would establish such a hybrid model to December 31, 2025. It would extend the existing base bike share operations under the existing not for profit operator, HBSI.

SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 5 of 24

This Report recommends employing the Partnership Model and maintaining a baseline funding scenario that maintains the current level of operations in the current service area with a maximum of 900 bikes for \$55 per bike, per month. This funding would be split towards an operating subsidy, the accessible bikeshare program, asset management, and connectivity fees. It is based on a target of funding 50% of the cost of the system through the Tax Levy, and the remaining 50% through revenues and grants, similar to the model for transit systems.

HBSI would be responsible for collecting user fees, grants, sponsorships and advertising, to contribute the remaining operational funds, as part of their obligations and incentives under the partnership, as it currently exists.

The Partnership Model, proposed in this Report, would establish a sustainable path forward for the bike share system; however, the current operator is maintaining the system only as a result of two unsustainable factors. First, is a reliance on donations, grants and private sector contributions; and while these funding sources have been able to keep the service operational, they are not a sustainable funding source and therefore create significant risk to the continued viability of the service. The second factor is to modify or reduce service levels such as station balancing, which creates a risk to the viability of the system as it can result in limited access to bikes at key station locations.

The Partnership Model, proposed in this Report, also lays the groundwork and establishes the parameters for system expansion. The Model is based on a per bike fee structure allowing for continued enhancement and expansion of the Program to new areas of the City on a per bike basis.

Alternatives for Consideration – See Page 23

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Under the current contract with HBSI, the City does not contribute any funding for operations. The proposed phased procurement approach would extend this contract until December 31, 2025 and employ a sustainable operating model and funding.

The current bike share assets, including bikes and stations, are owned by the City, including the bike share equipment being donated by the City of Portland as outlined in Report PED21144 (July 7, 2021). Day-to-day maintenance of the City's assets would continue to be the responsibility of HBSI, and the City would cover a portion of those operations. Any expansions or major investments in the City's bike share assets, such as the purchase of new bikes, new stations, or new controllers, would

SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 6 of 24

continue to be the responsibility of the City and would be subject to the Council budget approvals process.

This Report is recommending an operations model and funding amount to sustain the existing base system with up to 900 bikes in the current bike share service area.

Based on the City's study "Hamilton Shared Micromobility - Assessment of Operating Models, Funding Sources, and Role of Not-For-Profit Organizations" which was attached as Appendix "A" to the November 16, 2020 Public Works committee Report PED20109(c) and information provided to the City from HBSI on bike share operations, the following is the proposed fee breakdown for sustaining bike share operations on a per bike, per month basis.

- General Operation Fee (paid to HBSI): \$28;
- Bike Connectivity Fee (paid to Mobility Cloud): \$12;
- Capital Improvement Fee (paid to a City Reserve Fund): \$10; and,
- Accessibility Fee (paid to the Everyone Rides Initiative): \$5.

For the up to 900 proposed bike share bikes, this totals a maximum upset limit of \$594 K annually. The remaining operational costs for the system would be the responsibility of HBSI in the form of user revenues, grants, sponsorships, and advertising.

The above costs do not cover any expanded bike share operating areas or capital replacement, however, the model has provisions for future expansion by using a per bike operations fee.

This report also recommends formalizing and augmenting the data monitoring program with McMaster Translab, to be funded through the existing from Project ID 4032155820 Sustainable Mobility to a maximum upset limit of \$15,000.

Staffing: There are no immediate staffing implications associated with this Report. The Bike Share Program will continue to be managed by existing staff resources within the Transportation Planning and Parking Division of the Planning and Economic Development Department.

Legal: Legal staff will review and approve all agreements and contracts associated with this Report.

SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 7 of 24

HISTORICAL BACKGROUND

The Hamilton Bike Share Program was fully launched on March 20, 2015. Since launching, the system has logged 1.98 million trips and 4.4 million kms travelled. The City purchased 750 initial bikes in 2014/15 for \$1.6 M through the Metrolinx Quick Wins Funding Program. In 2017, an additional 75 bikes were purchased through a Federation of Canadian Municipalities and Hamilton Community Foundation Grant for the initial expansion of the ERI, the bike share equity program. All bike share station racks (1,300) were refurbished and 650 new racks were added as part of an Ontario Municipal Commuter Cycling (OMCC) Program in 2019/20.

It is estimated that the City's contract with Social Bicycles LLC and later Uber Inc. has resulted in a cumulative value of approximately \$5 M in operational and maintenance costs since the system launched.

In May of 2020, Uber Inc. terminated their operating agreement with the City of Hamilton, and HBSI agreed to operate the Program for the City on a provisional basis, as part of the staged approach to develop a long-term strategy for Micromobility in the City, with bike share as its anchor.

On May 27, 2020 Council approved a motion (Item 6.4) including part (b), that "staff be directed to initiate a competitive procurement process with a goal of identifying a preferred long-term operator for the SoBi Bike Share Program and report back to Council with the results of the procurement process prior to the end of 2020." Following this meeting, as an interim solution, in June 2020 the City entered into a provisional contract with the not-for-profit operator, HBSI, who was previously contracted to operate the Bike Share Program by Social Bicycles LLC, the successful proponent of the original Request for Proposals (RFP) process in 2013. HBSI also operates the City's bike share equity program, the ERI.

On November 25, 2020, Council approved Report PED20109(c) Public Bike Share Program Phased Procurement Process which established an operating agreement through to December 31, 2022 for the operation of the existing base bike share program through HBSI.

In Report PED20109(c), Council approved a hybrid Micromobility approach which allows cities to have direct operational control over at least one of the Micromobility operators, usually the bike share operator, to ensure that strategic mobility, equity, and community engagement goals are met while also allowing healthy competition in the market to encourage technology and process improvements and low prices to the end users. Municipally-operated bike share systems are supported structurally and financially by these cities; whereas, the for-profit, non-exclusive contracted or permitted

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

SUBJECT: Public Bike Share Program Phased Procurement Process – Sustainable Operations Model and Funding (PED20109(d)) (City Wide) – Page 8 of 24

systems are supported and funded by the private sector, usually in the form of E-Scooter programs.

One difference between the hybrid model in other cities and Hamilton is that the current bike share system operated by HBSI has been entirely reliant on revenue through user fees, grants, sponsorship and donations to cover operating costs, which is atypical. As such, pursuing a sustainable funding model, will ensure the success of the City's overall Micromobility system.

The City currently has approved capital funding for bike share enhancements in the amount of \$460 K for bike share controller enhancements through the OMCC Program (Project ID 4661817124) for 900 controllers.

On July 7, 2021, (Report PED21144), Council approved a bike share equipment donation from Portland, Oregon which will result in an expanded fleet and extend the life of the existing fleet by providing a greater spare ratio for the fleet and a source of compatible parts.

On August 11, 2021, (PED20134(b)), Council approved Commercial E-Scooter Operations through the development of a RFP process and the award of operations contracts for up to two operators. The Program will run as a two-year pilot, with potential extensions, and fees collected will help offset operational impacts to the Bike Share Program.

Report PED20081 (September 21, 2021) established that the City's Parking Reserve Fund, which has a current balance of approximately \$465 K, can be used for capital improvements for the Transportation Demand Management (TDM) Program and the Micromobility Program, including the Bike Share Program.

The operations contract between the City and HBSI ends on December 31, 2022, which coincides with the end of an Ontario Trillium Fund Grow Grant awarded to the ERI. This Report is well timed, as it provides a sustainable path forward for the Micromobility system in Hamilton.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

There are no policy implications associated with this Report.

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RELEVANT CONSULTATION

Several internal stakeholders were consulted as part of the development of this Report including:

- Legal Services;
- Purchasing;
- Financial Planning, Administration and Policy; and,
- Hamilton Municipal Parking Service (HMPS).

Staff from the following organizations were interviewed for the Study “Hamilton Shared Micromobility - Assessment of Operating Models, Funding Sources, and Role of Not-For-Profit Organizations” attached as Appendix “A” to the November 16, 2020 Public Works Committee Report PED20109(c):

- City of Toronto;
- City of Kelowna;
- City of Philadelphia, Pennsylvania; and,
- City of Arlington, Virginia.

Information from additional cities was also used to develop this Report including Montreal; Vancouver; Seattle, Washington; Portland, Oregon; Washington D.C.; and, Minneapolis, Minnesota.

Organizations represented on the City’s Mobility Lab focus group were consulted as part of a public workshop pertaining to the operating models for the City’s Micromobility system on July 23, 2020. This included members of the Hamilton Cycling Committee (HCyC), Cycle Hamilton, Environment Hamilton, McMaster University, Mohawk College, Hamilton Health Sciences, Smart Commute Employer partners, and residents.

The Recommendations contained in this Report draw on best practices emerging from professional organizations researching and informing practice in Micromobility and, which have already been instituted in many cities across North America and around the world including the North American Bike Sharing Association (NABSA), the National Association of Transportation Officials (NACTO), and Share the Road.

HBSI was consulted in the development of this Report.

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ANALYSIS AND RATIONALE FOR RECOMMENDATION

Review of Operating Models

Recommendation (a) of this Report responds directly to the motion approved on November 26, 2021 General Issues Committee: “that Staff be directed to report back to the General Issues Committee, during the 2022 Operating Budget process, with options to effectively and efficiently provide financial sustainability for the Hamilton Bikeshare Program in the City of Hamilton”.

In order to provide sustainable financial support for the Bike Share Program, an operating model must be chosen to establish a relationship with the contracted operator of the system and determine how funding will be distributed. There are four typical models that are analysed in this Report including: the Partnership Model, the Fee-For-Service Model, the Specific Components Model, also referred to as State of Good Repair Model, and the Privately-Operated Model. There are other models in use by the City of Hamilton and other cities for a variety of services, but the models analysed in this Report combine elements of these models.

- Partnership Model

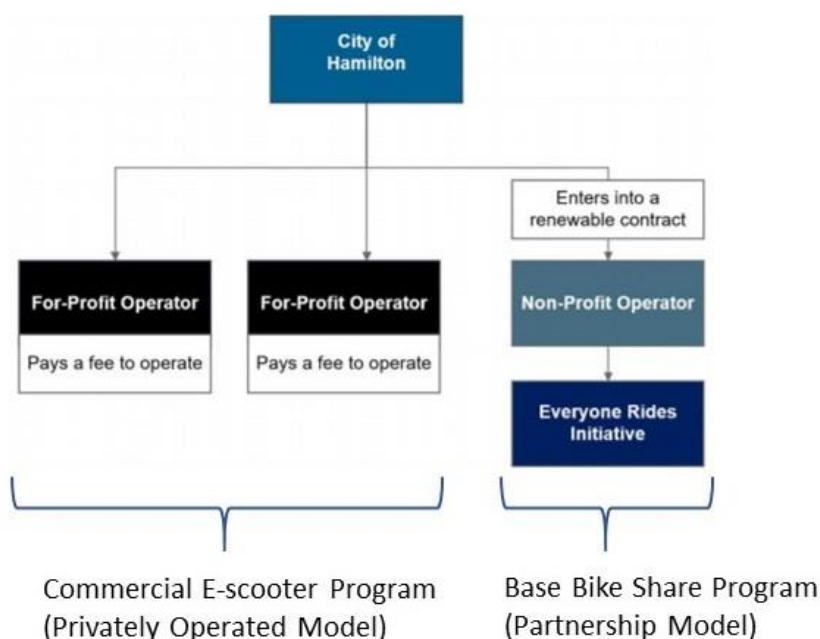
The Partnership Model is a broad term that describes the relationship between the municipality and service provider in both the public bike share context and public transit context; where the municipality has financial responsibilities for operations, but so does the operator. This Model maintains the current partnership between the City and HBSI and funds a portion of the operations, while requiring that HBSI also be responsible for a portion of the operational funding. This Report recommends a baseline funding scenario that only maintains the current level of operations in the current service area with a maximum of 900 bikes for \$55 per bike, per month, which was established based on cost estimates for operations, support for the accessible bike program, connectivity fees, and asset management principles. Generally, in this Model, the revenue/cost ratio is expected to be approximately 50%, so the City would cover 50% of the operations, with the operator responsible for the other half.

The Partnership Model also builds in incentives for the operator, as they need to meet their commitment through user fees, grants, sponsorship, and donations. As per the City’s Micromobility assessment of operating models, funding sources, and role of not-for-profit organizations attached as Appendix “A” to the November 16, 2020 Public Works Committee Report PED20109(c), this Model is consistent with those recommendations to establish a hybrid operating model with a municipally-supported bike share program and a commercial E-Scooter program. It is diagrammatically explained in Figure 1.

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There are other alternatives for consideration in terms of the model and the funding amount, corresponding to various service levels and expansion areas; however, this Model focuses on the base case, which maintains the partnership between the City of Hamilton and HBSI and requires both parties to provide operational funding. This model can be scaled to include expansion to other areas of Hamilton, more pedal bikes and trikes, as well as, the introduction of new technology including E-bikes and E-trikes.

Figure 1: Illustration of Proposed Organizational Structure for Future Shared Micromobility in Hamilton



The Partnership Model is a popular delivery model for bike share systems in North America, especially for mid-sized cities that have existing bike share programs, as highlighted in Table 1. In these cities, the existing bike share program is supported by the city in terms of operational control and financial contribution for operations. Typically, the city owns the bike share equipment and subcontracts operations to a non-profit, social enterprise or for-profit operator. The City of Hamilton has employed this model since 2015, except for requiring the operator to cover all the operating costs, which is atypical. Adopting the recommendations of this Report would bring Hamilton in-line with most other cities that use the Partnership Model and fund all or a portion of bike share operations.

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Table 1: Operating and Funding Model for Various North American Jurisdictions

Jurisdiction	Operating Model	Funding Model
Long Beach - Long Beach Bike Share	Publicly-owned, Non-profit Operated Non-Profit	Funded by City <ul style="list-style-type: none"> Transportation Mobility Bureau Budget
Milwaukee - Bublr Bikes	Non-Profit	Partial funding by City (via matching contribution) <ul style="list-style-type: none"> The City also supports Bublr Bikes by securing federal grants Recent expansion funds provided by a \$1.9 M Federal Congestion Mitigation and Air Quality Improvement Grant
Minneapolis - Nice Ride	Non-Profit	Partial funding by City <ul style="list-style-type: none"> City's Operating Budget and Federal Grants Currently pursuing a Joint Shared Mobility Request for Proposals with the cities of Minneapolis and St. Paul
Buffalo - Reddy Bike	Non-Profit	Funded by City <ul style="list-style-type: none"> The City of Buffalo, with funding from the New York State Department of Transportation's Congestion Mitigation and Air Quality Improvement Program, supports the system
New Orleans - Blue Krewe	Non-Profit	Partial funding by City <ul style="list-style-type: none"> Partnership with City, including fiscal support from the Greater New Orleans Foundation and other donors
Austin, Texas - MetroBike	City operated	Funded by City <ul style="list-style-type: none"> Fully integrated with City's transit provider
Toronto - Bike Share Toronto	Publicly-owned, Privately Operated	Funded by City <ul style="list-style-type: none"> Toronto Parking Authority Budget Eligible Section 37 Planning Act Reserve Funds and Toronto Parking Authority revenues Funds from the Provincial Government's Ontario Municipal Commuter Cycling Program
Sacramento	Publicly-owned, Privately Operated	Funded by City <ul style="list-style-type: none"> Sacramento Metropolitan Air Quality Management District was the lead applicant for funding from the Sacramento Area Council of Governments 2013 funding round. In 2015, SACOG became the lead agency on the project and advanced the project as a publicly owned/privately operated hub-based bike share system

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The Partnership Model has additional benefits to the City, beyond being less costly, as it relies on both partners to contribute financially to the operations. The Model also has less impact to full-time employee (FTE) requirements of City Staff because the collection of user fees, grants and sponsorships are the responsibility of the operating partner. It also allows the operating partner to access grants the City and for-profit operators do not have access to. The Model ties this funding to the number of bikes in the system so it can equitably scale as the system is expanded. It lessens the dependence on grants and private sector contributions while still incentivising the operator to continue pursuing those funding mechanisms in a more supportive and sustainable manner.

This option also staggers the City's risk and workload, allowing it to work with HBSI to establish a sustainable bike share program through to 2025; determining the next steps for a procurement that will cover 2026 to 2031. It should also be noted that, HBSI exists for the sole purpose of operating bike share, and over the multi-year analysis period, the City has options to sell the entire system to HBSI or merge HBSI as an agency of the City, similar to other entities like a parking authority, a trust or an independent body with Council representation on its board. Continuing the partnership with HBSI allows the City to leverage skills and experience of a competent local operator that is dedicated to operating equitable micromobility in Hamilton and is familiar with the needs of the residents.

The Partnership Model is the preferred option for many reasons as described above and especially because it has built-in incentives to ensure the operator's performance, while also guaranteeing the City's support and participation in the provision of public bike share.

- Fee-for-Service Model

Under a Fee-for-Service Model, the City would contract out the operations and maintenance of the bike share system to an external entity. Potential operators would bid a fixed sum to operate the bike share system on the City's behalf, for a certain period of time (e.g. five years). Typically, the operator's responsibilities are limited to maintaining the bikes and stations, rebalancing the fleet as needed, and deploying new equipment.

As the City would be paying the full cost of operations, it is expected that the cost per bike, per month, could be approximately \$105 per bike/month or \$55 more (+45%) than the fee proposed in this Report. The successful operator may also be a for-profit entity, which would likely prevent it from accessing grants to support other initiatives, such as equity membership programs and accessible bike share.

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This Model would require the City to take on a number of responsibilities performed by HBSI today (Table 2), such as collecting user fees, generating advertising, operations of equity programs, and potentially call centre/customer service functions. While some functions could potentially be done by existing resources, there is an estimated City Staff impact of two to three FTE to continue these services at a comparable level as today.

While the City would directly collect revenue from user fees, advertising and sponsorship, it is unlikely that these will offset the cost differential between the Fee-for-Service and Partnership Models.

Table 2: Comparison of Typical Responsibilities: Fee-for-Service

Bike Share Operator Responsibilities	City Responsibilities
<ul style="list-style-type: none"> • Maintenance of bicycles and station • Rebalancing fleet • Deploying new bikes and stations • Customer Service (varies) 	<ul style="list-style-type: none"> • Collecting User Fees (currently done by HBSI) • Advertising, marketing and sponsorship (currently done by HBSI) • Customer Service (currently done by HBSI) • Equity Programs (currently done by HBSI) • Connectivity Fees (currently done by HBSI) • Capital Investments

○ Specific Components Model (State of Good Repair)

This Model involves funding specific components of the bike share program that are related to the City's assets. While this Model is not a popular one for supporting bike share systems, it recognizes that the City is responsible for the on-going cost of its assets. In the case of Hamilton Bike Share, the components that would become the City's responsibility include: the bike connectivity fees, balancing vehicle maintenance, bike parts and bike repair activities. Currently, these costs are absorbed by HBSI and are a significant challenge due to a lack of sufficient funding. As a result, the condition of the bikes is declining, and causing impacts to operations.

This Model would not establish a partnership, but HBSI would invoice the City for bike parts and bike repairs. The City would contract directly with Mobility Cloud for connectivity fees and with Fleet Services for vehicle maintenance.

While this Model provides support for the Hamilton Bike Share service, it may not satisfy the requirement for long-term sustainability. Its cost is marginally lower than the Partnership Model, but it is also variable and not as predictable as the Partnership Model.

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○ Privately-Operated Model

The Privately-Operated Model sees an external entity take responsibility for covering all operating costs. This is how bike share initially operated in Hamilton during the Social Bicycles and Jump/UBER period. This Model has been financially sustainable in a select number of very large cities, where the operator offsets costs by selling advertising (bikes and stations) and user fees. Systems in very large cities, like New York City and Paris, have been sustainable using this Model due to their high advertising rates, however, the vast majority of small, mid, and large-cities that have attempted to use it, have failed. This Model typically works for a few years, though many cities lack the critical mass required to support bike share through advertising rates alone, including BIXI Toronto, Pronto Cycle Seattle, Boise Greenbike, Wichita Bike Share ICT, and Harrisburg Bike Share.

If it's not feasible for the private entity to breakeven or make a profit from advertising, the operator can leave the market at any time. Hamilton went through this in 2020 when Uber unexpectedly shut down operations. This leaves jurisdictions without the essential service that many residents and workers depend on to get to work, school, or to make trips. The inherent uncertainty of this Model creates risks for jurisdictions. Municipalities often end up taking over the system or providing funding to prevent the systems from shutting down.

Public Bike Share systems operate similar to other public transit systems, and to maintain equity in the transportation system, must operate in areas that may not be revenue generating, which requires municipal funding support. This is one of the key reasons why the Privately-Operated Model is not sustainable in the long term.

Model Analysis

The total cost to the City and operator differs between models. The estimated annual cost of the four models outlined in this Report are summarized in Table 3. The Table provides a breakdown of where the different fees will go, and the total cost to the City and operator.

Table 3: Cost Comparison of Potential Operational Models

Model	Operating & Accessibility Fee To Operator	Connectivity Fee To Mobility Cloud	Capital Improvement To City Reserve	Total Cost to City	FTE Impact to City	Estimated Cost to Operator ¹
Partnership	\$356 K	\$130 K	\$108 K	\$594 K	0	\$493 K

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Model	Operating & Accessibility Fee To Operator	Connectivity Fee To Mobility Cloud	Capital Improvement To City Reserve	Total Cost to City	FTE Impact to City	Estimated Cost to Operator¹
Fee-for-Service	\$1,166 K	\$130 K	\$108 K	\$1,404 K ²	1 ³	\$0
State of Good Repair	\$126 K	\$130 K	\$108 K	\$363 K	0	\$723 K
Privately-Operated	\$54 K	\$130 K	\$108 K	\$292 K	0	\$795 K

¹ Operator would need to offset these costs through user fees, advertising, grants and other channels.

² The City would collect user fees and advertising revenue, though it is highly unlikely revenue will offset costs.

³ The 1 FTE required for Fee-for-Service is in addition to the 'Total Cost to City' column

The base fee that is the City's responsibility is the bike connectivity fee, as it is required to make the City's assets operational. The other fees listed may all vary according to the type of model being employed and the priorities identified for the program; in the case of this Report, a sustainable funding model. The Partnership Model being recommended strikes a balance as a mid-range fee the City can pay to establish sustainable operations.

Financial Analysis and Impacts of Proposed Partnership Model

HBSI has provided information on current and past operating costs and revenues through financial statements and other documents. These figures are provided in Confidential Appendix "A" to this Report. Staff have validated this information against real world data and other systems, and developed estimates of current and expected revenues and expenditures for the different elements of the system.

HBSI's current gross operating cost, under normal conditions, is approximately \$80 to \$90 per bike, per month, which is comprised of labour to repair and rebalance bikes, facilities, insurance, and administrative costs. At present, HBSI assumes the cost of software connectivity, which is approximately \$130 K per year. Due to a lack of dedicated funding, very little is invested at present in asset management or asset renewal, with the exception of previously committed City investments in capital and controllers.

Staff's review of HBSI's operating expenses and revenues suggest that taking into account only user revenues and committed sponsorships, the system revenues are covering operating costs. HBSI's costs are presently off-set through a combination of user fees, sponsorships, grants, and donations. Under current operations, it is

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estimated that the operating deficit is in excess of \$400 K per year. Previous one-time donations in 2020 have allowed the system to continue to operate.

Under the Partnership Model, staff are proposing a levy contribution to the program of \$40 per bike, per month, for operations, consisting of \$28 per bike, per month, to HBSI for general operating, and \$12 per bike, per month, to Mobility Cloud for connectivity fees. The balance of the overall costs will be offset by HBSI through user fees, sponsorship, advertising and grants. The impact of these contributions is shown in Table 4, along with comparisons to the current operating model. This projection assumes 900 bikes in service and thus represents an upper limit of costs.

Under the proposed Partnership Model, there would still be a need for the operator to seek some sponsorships and other revenue streams, but overall the Partnership Model is designed to provide for a financially sustainable system over time.

It is also expected that with further investments in the maintenance of the bike share assets, as discussed below, more effort can be spent on true operations as opposed to maintenance, thereby improving overall operational efficiency.

Table 4: Comparison of Proposed Bikeshare Funding Models (900 bike fleet)

	Current Model	Partnership Model
Estimated Revenue (Operator)		
User Fees	\$310 K to \$340 K	\$310 K to \$340 K
Donations, Sponsorships and Fundraisers ⁽¹⁾	\$260 K to \$280 K	\$110 K to \$160 K
Partnership Model City Contribution	nil	\$302 K
Connectivity Fee City Contribution	nil	\$130 K
Total	\$570 K to 620 K	\$852 K to \$932 K
Estimated Expenses (Operator)		
Operating Expenses	\$795 K	\$795 K
Connectivity Fee	\$130 K	\$130 K
Total	\$925 K	\$925 K
Operating Surplus (Deficit)	(\$305 K to \$355 K)	\$7 K to (\$73 K)

⁽¹⁾ Donations are one time and may not continue to future years. Value shown based on 2020 estimate

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Staff are further proposing a levy contribution of \$10 per bike, per month, into a capital renewal reserve, and \$5 per bike, per month, toward the bike share equity program. The details of each expense category are provided below:

1. **General Operation Fee (\$28):** this covers general day-to-day operations of the bike share system, including maintenance of bicycles and stations, rebalancing the fleet, deploying new bikes and stations, call centre/customer operations, and collecting user fees. This fee would be paid to HBSI.
2. **Bike Connectivity Fee (\$12):** this covers the monthly cost paid to the cellular provider to connect the controllers on the bike to the network and the backend support for system operations (e.g. software, servers, etc.). This fee is typically covered by the municipality in bike share systems where the bikes and station are owned by the municipality and operated by someone else. In Hamilton's case, this fee would be paid to Mobility Cloud, the software-provider for the backend support system used to connect the City-owned equipment to the network.
3. **Capital Improvement Fee (\$10):** the fee will be put into a reserve to offset capital costs related to bike share, including renewal of bike controllers, bikes, and stations, and other components necessary to operate the system. It will be managed by the City. It should be noted that this will not be enough to replace the existing assets alone so other funding (e.g. grants) will be required.
4. **Accessibility Fee (\$5):** a fee to enable operation of the ERI accessible and adaptive bike program (e.g. trikes) which allows people with disabilities and varying bike needs to access bike share. The Program is popular and ensures that bike share remains inclusive to all members of the local community.

Following the acquisition of the Portland bike donation, there will be up to 900 operational bikes in the City's fleet, meaning the annual cost upset limit would be \$594 K per year. For comparison, Bike Share Toronto pays \$103 per manual bike, per month, to their for-profit operator, or \$8,712,000 per year, excluding bike connectivity, capital improvement, and accessibility-related costs.

Contract Extension

A phased approach to continue the operation of the Hamilton Bike Share service was directed by Council on May 27, 2020 (Report PED20109(a)) and on November 16, 2020 (Report PED20109(c)). This Report recommends a contract extension with HBSI to operate the bike share system to December 31, 2025, with the note that there may be a requirement of additional capital investments to keep the system operating to this point.

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The extension will allow the City's E-Scooter Pilot Program to operate for up-to three years and allow staff to evaluate and review the suitability of E-Scooters in Hamilton and report back to Council. Aligning the bike share contract with E-Scooter contracts will allow staff to evaluate if it is feasible or desirable to have the City's Micromobility Program delivered by a single operator.

The following parameters used to guide the contract amendments being proposed in this Report including:

1. **Service Levels:** which will include requirements for balancing, customer service, maintaining state of good repair of bikes and other related elements that are standard for bike share contracts and are already contained in the existing contract.
2. **User Fees:** will be set by the City and HBSI that are practical and within industry standards and will require both parties to agree to fee or membership changes.
3. **Partnership Fee Stabilization:** ensures that City's contribution to bike share operations is based on an equal sharing of net costs and to ensure that any excess revenues would be invested into the system or used to off-set the City's contribution.
4. **Equity Program (Every Rides Initiative):** will report on the use of the City's contribution through the Accessibility Fee and how it is benefiting bike share and ERI members.
5. **System Expansion:** to new geographic areas and/or to add additional pedal bikes to the system can be requested by either the City or HBSI, as long as the same fee system recommended in this Report is applied on a per pedal bike basis.
6. **E-bikes:** may be added to the system by the City, and HBSI will manage these, provided that the capital costs are covered by the City or through grant programs and that a similar operations fee be applied by the City to operate these bikes. Additional fees or grants may be required for E-bike operations as they have higher operational costs.
7. **Annual Reporting:** HBSI will provide an annual report on operations, including revenues and expenses, as well as, ridership statistics.

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McMaster Data Partnership

McMaster University's TransLab has been analysing bike share data from the start of the Program in 2015. The Lab has a collaborative partnership with HBSI. TransLab has leveraged this partnership at no cost to the City or the Bike Share Program, and published numerous scholarly, peer-reviewed journals using the bike share data. This has helped researchers internationally and has helped City Staff use the data to identify gaps in the cycling network.

This Report recommends formalizing this partnership between the City and McMaster TransLab to continue the data analysis work and build upon it to analyse the E-Scooter data from the Commercial E-Scooter Pilot. This partnership will help the City determine the performance of the overall Micromobility system and use McMaster as an independent third party to provide the City with data that can be used for decision making and for charging fees. It is expected that a formal partnership will require the City to pay McMaster for their services through the fees associated with the Bike Share Program and the E-Scooter Program. Other providers can do this type of work, but since McMaster has been heavily involved in the Program for so many years, it makes financial sense and builds community capacity by continuing and expanding the relationship with TransLab.

Potential System Enhancements

This Report and the recommended funding do not provide for system expansion. However, the proposed Partnership Model would establish the framework and foundation upon which Council could, in the future, decide to expand the service. Staff are recommending that the amended agreement with HBSI set out the parameters for future system expansion in substantially the same terms as the current system. The system expansion would be at the discretion of Council and subject to the City funding the capital costs of acquiring the bikes and stations and a similar operating contribution of \$55 per pedal bike, per month.

The City's Micromobility assessment of operating models, funding sources, and role of not-for-profit organizations attached as Appendix "A" to the November 16, 2020 Public Works Committee Report PED20109(c) analysed the propensity of different areas of Hamilton that would best support shared mobility devices. The analysis found that the top performing expansion opportunities are:

- A 1.9 km² eastward expansion of the existing service area from Ottawa to Kenilworth (Lawrence to the CN Corridor); and,
- A 13.2 km² expansion on the Mountain, north of Mohawk Road (Upper Gage to Scenic).

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Both expansion opportunities would require capital and operating cost investments to implement and sustain; allowing over 96,000 more residents to access bike share in their community. These expansions would also support the growing investments in cycling infrastructure and routes in these areas, including the Keddy Access Trail, Mountain Brow Trail, Cannon Bike Lanes, and the Pipeline Trail.

The estimated overall gross costs of these two options are summarized in Table 5. Staff continue to monitor for funding opportunities through Federal and Provincial investment programs (e.g. Investing in Canada Infrastructure Program). However, these programs typically only support capital investments and cannot be used to offset operating costs. Reliable and consistent operational funding is a necessity to being able to expand the bike share system. In addition to these costs, any large-scale expansion of the system would potentially require additional City staff resources to provide oversight and management of the expansion area, and coordinate between the bike share operator and internal City groups.

Table 5: Estimated Costs for Bike Share Service Area Expansion

Expansion Opportunity	Number of Stations/Bikes	Estimated Capital Cost (2020\$)	Estimated Gross Operating Costs (2020\$)
Lower City - East to Kenilworth (Lawrence to CN Corridor)	8 stations / 60 pedal bikes	\$200 K	\$765 K/year
Mountain – North of Mohawk (Upper Gage to Scenic)	120 stations / 557 pedal bikes	\$2.3 M	\$602 K/year

Note: Operating estimates do not consider the additional distance that would be required for the operators to travel, the additional storage and fleet maintenance space required, and additional vehicles required for the expansion. There may also be a need for additional storage space.

The propensity analysis also suggested other expansions opportunities including an eastward expansion of the lower City service area to Eastgate Square, the south Mountain (Mohawk to Rymal), Valley Park, a realignment of the Dundas deployment, and the historic cores of Stoney Creek, Ancaster, and Waterdown. Further investment in cycling infrastructure in these areas would help increase their propensity. Additional investments in cycling infrastructure, both in these areas and City-wide, will also help to continue the Bike Share Program's success.

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Everyone Rides Initiative (ERI)

Hamilton's ERI would continue to operate under the recommended model. ERI is an initiative of HBSI and operates independently and at no cost to the City. It provides cycling education, outreach, discounted access to the bike share system, advice and support to the City on system expansion, and promotes a range of initiatives that remove barriers to cycling across the City. This Report is proposing a financial contribution to the adaptive Bike Share Program, a part of the ERI Program, to ensure the City is providing Accessibility options for its residents. This provision was discussed with the Hamilton Advisory Committee for Persons with Disabilities (ACPD).

Regardless of the operating model, most of the cities reviewed also had equity considerations built into the shared Micromobility programs, although few are as comprehensive as the ERI. These include discounts for low income riders, alternative payment arrangements for those without credit cards and/or smartphones, requirements or incentives for operators to deploy some of their fleet in marginalized neighbourhoods, translated services and program materials, cycling safety training and education, and targeted system expansion plans to ensure equitable distribution. An emerging part of these Programs is the provision of more accessible bike types including tricycles as part of the bike share offering. The Accessibility fee being proposed in this Report will help support this overall programming and the provision of various bike types for those who cannot ride a two-wheeled bike.

Electric Bike Share Bikes (E-bikes)

Electric assist bikes (E-bikes) have become popular for bike share systems, especially those that operate in areas with grade changes (e.g. hilly areas). E-bikes look like a normal bike but provide a boost to rider through a pedal assist. E-bikes help with hills and inclines, reduce emissions by 97% relative to automobiles, allow people to travel longer distances, and help to get people cycling who may not otherwise ride a traditional bike because of physical constraints. Riders often make longer and more trips due to less physical exhaustion and convenience. Toronto Bike Share has introduced E-bikes as part of their fleet, while Portland's BikeTown system replaced their manual bike system with a fully electric fleet.

The City's existing bike share bikes are manually-powered, which reflects the available bikes at the time of its initial procurement. Integrating E-bikes could help increase the usefulness of the system to residents of different abilities, particularly if the system expands across the Escarpment. Staff continue to monitor opportunities through Federal and Provincial investment programs to see if there is an opportunity to introduce E-bikes into the fleet as a pilot.

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Experience in other jurisdictions has found that E-bikes cost twice as much to purchase and operate as manual bikes but are generally used twice as often per day. Should E-bikes be introduced within the City's bike share fleet, a new monthly E-bike rate would need to be negotiated with the operator.

ALTERNATIVES FOR CONSIDERATION

Alternative Option 1: Pursue Funding Specific Components – State of Good Repair

This option will result in variable spending, due to funding specific components of the bike share service that relate to the maintenance of the City's bike fleet and stations, including the bike connectivity fees, balancing vehicle maintenance, bike parts and bike repair activities. The funding amount is lower, but similar to the Partnership Model, however, it may not result in a fully sustainable bike share service.

Alternative Option 2: Pursue the Fee-for-Service Model

The City would completely take over all aspects of bike share system operations and contract out operations using a set fee, regardless of what revenues are collected. This is not the recommended approach as it creates uncertainty and risk to the continued viability of the City's existing Bike Share Program, while potentially costing the City significantly more in the long term. This may also present a challenge as the current operating contract with HBSI continues to December 31, 2022.

Alternative Option 3: Pursue the Privately-Operated Model

The City could open-up the operation of Micromobility technologies, including bike share and E-Scooters, to any for-profit or non-profit entity, through an open permit-based program. This is not the recommended approach as it creates uncertainty and risk to the continued viability of the City's existing Bike Share Program, and the market for other forms of Micromobility in the City is uncertain and untested. This may also present a challenge as the current operating contract with HBSI continues to December 31, 2022.

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.

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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.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED20109(d) - CONFIDENTIAL - HBSI Operational Costs for the Hamilton Bike Share System

PT:TJ:cr