



City of Hamilton
GENERAL ISSUES COMMITTEE
AGENDA

Meeting #: 23-001(g)
Date: February 7, 2023
Time: 9:30 a.m.
Location: Council Chambers
Hamilton City Hall
71 Main Street West

Angela McRae, Legislative Coordinator (905) 546-2424 ext. 5987

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8. MOTIONS

9. NOTICES OF MOTION

10. GENERAL INFORMATION / OTHER BUSINESS

11. PRIVATE & CONFIDENTIAL

11.1 Planning and Economic Development Realignments – Corporate Real Estate Office (PED21134(a)) (City Wide)

Pursuant to Section 9.3, Sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-section (b) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.

12. ADJOURNMENT

Royal Botanical Gardens
2023 Budget Summary

| | 2019 Actual | 2020 Actual | 2021 Actual | 2022 Forecast | 2022 Budget | 2023 Budget | Notes |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------|
| REVENUE | | | | | | | |
| Government Operational Funding | | | | | | | |
| Province of Ontario | 4,036,000 | 4,036,000 | 4,036,030 | 4,036,030 | 4,036,000 | 4,036,030 | 1 |
| Halton Region | 786,756 | 802,491 | 818,541 | 834,912 | 834,912 | 859,959 | 1 |
| City of Hamilton | 634,715 | 634,738 | 647,410 | 647,408 | 647,408 | 660,356 | 1 |
| | <u>5,457,471</u> | <u>5,473,229</u> | <u>5,501,981</u> | <u>5,518,350</u> | <u>5,518,320</u> | <u>5,556,345</u> | |
| Operations | | | | | | | |
| Admissions | 1,142,804 | 764,211 | 590,970 | 1,100,000 | 1,106,300 | 1,456,300 | 2 |
| Group Tours | 46,184 | 267 | 5,793 | 10,000 | 20,000 | 20,000 | |
| Retail | 977,638 | 512,198 | 604,596 | 950,000 | 850,000 | 1,013,000 | 2 |
| Food and Beverage | 475,537 | 89,028 | 682,592 | 2,881,465 | 2,973,276 | 3,213,271 | 3 |
| Rentals | 542,774 | 192,392 | 378,528 | 653,250 | 584,550 | 960,000 | 4 |
| Programs | 968,100 | 119,074 | 513,364 | 845,376 | 978,076 | 1,069,076 | 5 |
| Special Events | 544,492 | 275,934 | 428,524 | 794,400 | 1,696,120 | 950,317 | 6 |
| Parking | 72,448 | 191,735 | 362,001 | 261,535 | 415,000 | 315,000 | 7 |
| | <u>4,769,976</u> | <u>2,144,838</u> | <u>3,566,368</u> | <u>7,496,026</u> | <u>8,623,322</u> | <u>8,996,964</u> | |
| Development and Fundraising | | | | | | | |
| Business Development and Major Gifts | 1,033,190 | 544,967 | 952,312 | 696,000 | 1,192,000 | 1,215,750 | 8 |
| Annual Giving | 196,413 | 314,310 | 376,892 | 277,894 | 390,000 | 390,000 | 9 |
| Membership | 1,204,852 | 910,215 | 1,192,609 | 1,206,000 | 1,106,300 | 1,431,300 | 10 |
| Grants | 754,724 | 525,006 | 734,157 | 660,590 | 949,820 | 649,206 | |
| Sponsorship | 16,500 | 3,000 | 50,000 | 65,000 | 50,000 | 150,000 | |
| | <u>3,205,678</u> | <u>2,297,497</u> | <u>3,305,971</u> | <u>2,905,484</u> | <u>3,688,120</u> | <u>3,836,256</u> | |
| Other Revenue | | | | | | | |
| Fund Revenue | 1,369,500 | 0 | 3,524 | 0 | 0 | 1,234,000 | 11 |
| Other | 400,708 | 310,557 | 568,365 | 270,738 | 278,617 | 279,457 | |
| CEWS Subsidy | 0 | 2,491,578 | 1,101,122 | 0 | 0 | 0 | |
| Emergency Stabilization Funding | 0 | 0 | 0 | 1,526,000 | 1,200,000 | 0 | |
| | <u>1,770,208</u> | <u>2,802,135</u> | <u>1,673,011</u> | <u>1,796,738</u> | <u>1,478,617</u> | <u>1,513,457</u> | |
| Total Revenue | <u>15,203,333</u> | <u>12,717,700</u> | <u>14,047,331</u> | <u>17,716,598</u> | <u>19,308,379</u> | <u>19,903,022</u> | |
| EXPENSES | | | | | | | |
| Salaries and Benefits | 9,004,433 | 8,340,979 | 9,176,808 | 10,500,000 | 11,271,942 | 12,546,571 | |
| General and Administrative | 1,468,365 | 917,724 | 720,114 | 1,182,092 | 1,107,810 | 1,265,365 | 12 |
| Operations | 225,227 | 104,504 | 285,138 | 515,471 | 506,028 | 630,385 | 13 |
| Retail Cost of Sales | 502,277 | 282,410 | 303,184 | 475,000 | 425,000 | 506,500 | |
| Food and Beverage Cost of Sales | 0 | 0 | 207,286 | 726,079 | 1,005,968 | 830,929 | 3 |
| Programs | 168,816 | 41,012 | 133,058 | 99,076 | 135,026 | 136,950 | |
| Special Events | 487,856 | 302,828 | 266,300 | 780,947 | 1,018,900 | 941,787 | 6 |
| Business Development and Fundraising | 270,280 | 187,720 | 235,353 | 256,073 | 349,890 | 440,695 | 8 |
| Marketing | 573,739 | 510,496 | 530,474 | 750,000 | 898,850 | 767,727 | |
| Sponsorship | 65 | 0 | 2,000 | 1,700 | 2,500 | 3,500 | |
| Biodiversity Expenses | 592,296 | 393,442 | 429,270 | 509,315 | 596,267 | 607,235 | |
| Maintenance | 1,171,396 | 821,288 | 968,353 | 1,012,600 | 1,162,750 | 1,183,250 | |
| Utilities | 610,647 | 535,448 | 518,055 | 515,000 | 610,000 | 610,000 | |
| Garden Maintenance | 93,693 | 111,189 | 154,570 | 304,400 | 312,834 | 331,850 | |
| Total Expenses | <u>15,169,090</u> | <u>12,549,040</u> | <u>13,929,964</u> | <u>17,627,753</u> | <u>19,403,765</u> | <u>20,802,744</u> | |
| NET POSITION | <u>34,243</u> | <u>168,660</u> | <u>117,367</u> | <u>88,845</u> | <u>-95,386</u> | <u>-899,723</u> | |
| Board Restricted Funds (COVID Recovery) | 0 | 0 | 0 | 0 | 0 | 905,630 | 14 |
| Effect on Unrestricted Net Assets | <u>34,243</u> | <u>168,660</u> | <u>117,367</u> | <u>88,845</u> | <u>-95,386</u> | <u>5,908</u> | |

Royal Botanical Gardens

Notes to 2023 Budget Summary Budget for year ending December 31, 2023

1. No change in core funding from the province is expected in 2023. Based on communications received, inflationary increase is expected from both Halton Region and the City of Hamilton.
2. Paid admissions and retail are expected to exceed pre-pandemic levels in 2023. Additionally, new pricing strategies are planned to increase average ticket price contributing to grow 2023 admissions revenues.
3. Since food service are now being run internally, figures will now be shown as gross. Previously reported revenues were the commissions received from third party caterers. Details of the food services budget included are on the attached schedule.
4. Room rental revenue is expected to improve based on current bookings as well as implementation of a more aggressive sales strategy.
5. School and other programs are expected to recover to pre-pandemic levels.
6. Special Events is expected to increase by enhancing our signature experiences and implementing an enhanced pricing model.
7. Additional parking initiatives are expected in 2023.
8. Spotlight campaign is planned for 2023.
9. An additional direct mail campaign is planned for 2023.
10. Memberships expected to exceed pre-pandemic levels in 2023 due to enhance events, increased attendance and removal of the family admission pass.
11. See summary on page 3. Assuming the current proposed masterplan initiatives on page 10 are added to budget, fund usage for 2023 would increase.
12. Includes \$200,000 contingency, but no strategic or master planning costs. These are presented separately.
13. Includes cost of winter exhibit as well as operating costs for food services department.
14. Electing to use the 2020 Board Restricted donation to cover the projected operating deficit in 2023 for COVID Recovery, investing in activations and people to help generate future earned revenues.



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January 25, 2023

By Email: clerk@hamilton.ca

Andrea Holland, City Clerk
City of Hamilton
71 Main Street West
Hamilton, ON L8P 4Y5

Dear Andrea Holland

Re: 2023 Grand River Conservation Authority Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 24, 2023, at 9:30 a.m., to consider the 2023 Budget and General Municipal Levy.

The attached report, which includes the most recent draft of the 2023 Budget, will be presented to the GRCA General Membership on January 27, 2023. Based on board direction to staff, this draft budget includes a General Levy of \$12,968,000 which represents a 3.5% increase over 2022. The General Levy, if approved at the Annual General Meeting, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 670/00.

The attached draft 2023 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2023. Also attached is a calculation of the apportionment of the 2023 General Levy to participating municipalities. Should you have any questions concerning the draft Budget or the levy apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink that reads "Karen Armstrong".

Karen Armstrong,
Deputy CAO and Secretary-Treasurer

Grand River Conservation Authority

Report number: GM-01-23-04

Date: January 27, 2023

To: Members of the Grand River Conservation Authority

Subject: Budget 2023 – Draft #2

Recommendation:

THAT Report 01-23-04 - Budget 2023 - Draft #2 be received as information;

AND THAT an amount equal to any undesignated surplus realized from the 2022 year-end operating results be transferred to the Transition reserve at the end of 2022.

Summary:

This draft continues to present a balanced budget position for 2023.

This draft of the budget includes the following significant changes since the October 28, 2022 draft #1 budget report:

- \$1,060,000 Special Projects spending
- (\$1,060,000) Special Project funding increased
- \$ 475,000 Motor Pool capital spending increased
- (\$ 475,000) Transfer from Motor Pool Reserve increased

This report includes a recommendation to transfer a portion of the 2022 operating surplus into the transition reserve at year-end 2022.

The Final Budget will include adjustments to the Conservation Area program, Outdoor Education Program, Forestry (Tree Planting) program, special projects, expenses carried forward from 2022, and the 2022 surplus carry forward (based on audited 2022 results). These adjustments are not anticipated to affect the 2023 budgeted general levy increase of 3.5%.

This draft includes the following amounts:

- Expenditures \$34,814,188
- General Municipal Levy \$12,968,000 (\$438,000 or 3.5% increase over prior year)
- Provincial Water and Erosion Control Infrastructure (WECl) Grant \$700,000
- Provincial Source Protection Program Grant \$640,000
- Reserves to decrease by \$1,379,500 in 2023

Report:

The final 2023 budget will be presented for approval at the February 24, 2023 General Membership Meeting.

This draft of the 2023 Budget includes the following changes made since the October 28, 2022 General Membership Meeting:

Special Projects Budget 2023 (net increase in expenses \$1,060,000):

- \$ 130,000 Waste Water Optimization Project expenses increased
- \$ 130,000 Provincial funding increased

| | |
|------------|---|
| \$ 100,000 | Ecological Restoration Project expenses increased |
| \$ 100,000 | Other Donations funding increased |
| \$ 25,000 | Haldimand Water Festival expenses increased |
| \$ 25,000 | Municipal Government funding increased |
| \$ 35,000 | Brant/Brantford Water Festival expenses increased |
| \$ 35,000 | Donation funding increased |
| \$ 30,000 | Species at Risk expenses increased |
| \$ 30,000 | Federal Government funding increased |
| \$ 75,000 | Nature Smart Climate Solutions expenses increased |
| \$ 75,000 | Federal Government funding increased |
| \$ 85,000 | Profit Mapping expenses increased |
| \$ 85,000 | Provincial funding increased |
| \$ 80,000 | Subwatershed Study-City of Kitchener |
| \$ 80,000 | Municipal Funding-Other |
| \$500,000 | Guelph Lake NC Building expenses increased |
| \$500,000 | Foundation funding increased |

Capital Budget 2023 (net increase in expenses \$475,000)

| | |
|-----------|---|
| \$475,000 | Motor Pool Equipment expenses increased (from \$375K to \$850K) |
| \$475,000 | Transfer from Motor Pool Reserve increased |

Operating Budget 2023 (no changes for draft #2)

Transition Reserve

The transition reserve was established at year-end 2020. The purpose of the reserve is to fund expenditures related to the transitioning of GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. It is recommended that any 2022 year-end operating surplus that has not been designated to be incorporated into the 2023 budget be transferred to the transition reserve in 2022. By February, the year-end audit will have been completed and the year-end 2022 operating surplus will be finalized and the amount to be transferred into this reserve will be incorporated into the 2023 final budget report at the February 24, 2023 General Meeting.

Significant Outstanding Budget Items

Draft #2 operating budget continues to assume status quo operations. After actual 2022 figures are finalized, the final budget will be prepared and the outstanding matters listed below will be addressed.

(a) Year 2022 Carry forward Adjustments

2022 Surplus carry forward

Budget 2023 draft #2 assumes a \$100,000 surplus carry over from year 2022. The December 2022 Financial Summary for year-end 2022 forecasts a \$650,000 surplus. Some surplus will be carried over to 2023 to cover additional costs added to the 2023 budget. Staff recommend that any 2022 surplus that is not required to achieve a breakeven 2023 budget (i.e. municipal levy increase kept to 3.5%) be transferred into the transition reserve as outlined above. The amount of surplus to be transferred to the transition reserve is estimated to be \$300,000 to \$500,000. The 2022 carry forward surplus will be updated based on the actual yearend results.

2022 Special Projects carry forward

Any projects commenced in year 2022 or earlier and not completed by December 31, 2022 will be carried forward and added to Budget 2023 (i.e. both the funding and the expense will be added to Budget 2023 and therefore these adjustments will have no impact on the breakeven net result).

(b) Conservation Areas

Conservation Area 2023 budgeted revenue is \$10,000,000. Actual 2022 revenue is approximately \$11,200,000. The final budget version will include revised operating and capital expense amounts. The program is budgeted to break even.

(c) Outdoor Education Program.

Following an analysis of actual 2022 expenses the final budget version will be revised as considered necessary.

(d) Forestry (Tree Planting) Program

Following an analysis of actual 2022 expenses the final budget version will be revised as considered necessary.

(e) Major Water Control Structures Capital Maintenance Expenditures

A final determination of the amount of spending to be added to Budget 2023 will be impacted by unspent amounts from 2022 that will be carried forward to 2023, including the use of the reserve for 2023 projects. Current government funding opportunities includes the Disaster Mitigation and Adaptation Fund (DMAF), the National Damage Mitigation Program (NDMP), and the Provincial Water and Erosion Control Infrastructure (WECI) Program.

Attached are the following related documents:

- Budget 2023 Timetable
- Summary Reserve Report – Budget 2023
- Preliminary Budget 2023 Package to Municipalities

Financial Implications:

In this draft, the GRCA is proposing a \$34,814,188 budget. A net decrease to reserves of \$1,379,500 is budgeted.

The current inflationary economic situation and supply chain challenges have the potential to result in significant unbudgeted cost increases, in particular for large purchases/capital projects, which in turn may result in outcomes such as deferral of projects, changes in the scope of projects, and/or the use of reserves to fund unbudgeted costs.

Other Department Considerations:

None

Prepared by:

Sonja Radoja
Manager of Corporate Services

Approved by:

Karen Armstrong
Deputy CAO/Secretary-Treasurer

Samantha Lawson
Chief Administrative Officer

Grand River Conservation Authority Summary of Municipal Levy - 2023 Budget

DRAFT - January 27, 2023

| | % CVA in Watershed | 2022 CVA (Modified) | CVA in Watershed | CVA-Based Apportionment | 2023 Budget Matching & Maintenance Levy | 2023 Budget Admin & Maintenance Levy | 2023 Budget Capital Maintenance* Levy | 2023 Budget Total Levy | Actual 2022 | % Change |
|-----------------------|--------------------|------------------------|------------------------|-------------------------|---|--------------------------------------|---------------------------------------|------------------------|-------------------|-------------|
| Brant County | 82.9% | 7,349,082,037 | 6,092,389,009 | 2.92% | 13,125 | 337,655 | 27,729 | 378,509 | 361,733 | 4.6% |
| Brantford C | 100.0% | 15,438,439,128 | 15,438,439,128 | 7.40% | 33,261 | 855,636 | 70,266 | 959,163 | 925,478 | 3.6% |
| Amaranth Twp | 82.0% | 823,007,110 | 674,865,830 | 0.32% | 1,454 | 37,403 | 3,072 | 41,929 | 40,312 | 4.0% |
| East Garafraxa Twp | 80.0% | 646,737,870 | 517,390,296 | 0.25% | 1,115 | 28,675 | 2,355 | 32,145 | 31,052 | 3.5% |
| Town of Grand Valley | 100.0% | 602,204,454 | 602,204,454 | 0.29% | 1,297 | 33,376 | 2,741 | 37,414 | 34,921 | 7.1% |
| Melancthon Twp | 56.0% | 605,191,515 | 338,907,248 | 0.16% | 730 | 18,783 | 1,542 | 21,055 | 20,387 | 3.3% |
| Southgate Twp | 6.0% | 1,095,001,488 | 65,700,089 | 0.03% | 142 | 3,641 | 299 | 4,082 | 3,913 | 4.3% |
| Haldimand County | 41.0% | 7,387,846,603 | 3,029,017,107 | 1.45% | 6,526 | 167,875 | 13,786 | 188,187 | 180,063 | 4.5% |
| Norfolk County | 5.0% | 9,785,538,892 | 489,276,945 | 0.23% | 1,054 | 27,117 | 2,227 | 30,398 | 29,714 | 2.3% |
| Halton Region | 10.5% | 48,462,400,444 | 5,103,428,670 | 2.44% | 10,995 | 282,844 | 23,227 | 317,066 | 304,589 | 4.1% |
| Hamilton City | 26.8% | 96,614,037,173 | 25,844,254,944 | 12.38% | 55,679 | 1,432,351 | 117,626 | 1,605,656 | 1,557,692 | 3.1% |
| Oxford County | 36.5% | 4,574,385,729 | 1,667,806,332 | 0.80% | 3,593 | 92,434 | 7,591 | 103,618 | 100,481 | 3.1% |
| North Perth T | 2.0% | 2,359,924,293 | 47,198,486 | 0.02% | 102 | 2,616 | 215 | 2,933 | 2,779 | 5.5% |
| Perth East Twp | 40.0% | 2,078,521,741 | 831,408,696 | 0.40% | 1,791 | 46,079 | 3,784 | 51,654 | 49,597 | 4.1% |
| Waterloo Region | 100.0% | 105,303,687,542 | 105,303,687,542 | 50.45% | 226,867 | 5,836,184 | 479,273 | 6,542,324 | 6,325,085 | 3.4% |
| Centre Wellington Twp | 100.0% | 5,401,783,927 | 5,401,783,927 | 2.59% | 11,638 | 299,380 | 24,585 | 335,603 | 319,769 | 5.0% |
| Erin T | 49.0% | 2,607,980,359 | 1,277,910,376 | 0.61% | 2,753 | 70,825 | 5,816 | 79,394 | 77,102 | 3.0% |
| Guelph C | 100.0% | 28,289,926,279 | 28,289,926,279 | 13.55% | 60,948 | 1,567,896 | 128,757 | 1,757,601 | 1,702,688 | 3.2% |
| Guelph Eramosa Twp | 100.0% | 2,930,879,758 | 2,930,879,758 | 1.40% | 6,314 | 162,436 | 13,339 | 182,089 | 176,486 | 3.2% |
| Mapleton Twp | 95.0% | 1,881,798,619 | 1,787,708,688 | 0.86% | 3,851 | 99,079 | 8,136 | 111,066 | 106,574 | 4.2% |
| Wellington North Twp | 51.0% | 1,801,568,972 | 918,800,176 | 0.44% | 1,979 | 50,922 | 4,182 | 57,083 | 55,274 | 3.3% |
| Puslinch Twp | 75.0% | 2,769,118,798 | 2,076,839,099 | 0.99% | 4,474 | 115,103 | 9,452 | 129,029 | 124,311 | 3.8% |
| Total | | 348,809,062,729 | 208,729,823,079 | 100.00% | 449,688 | 11,568,310 | 950,000 | 12,968,000 | 12,530,000 | 3.5% |

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.



2023 BUDGET

(Draft to January 27, 2023 General Board Meeting)

Grand River Conservation Authority

2023 Budget

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GRCA 2023 Budget Highlights

The Grand River Conservation Authority is a successful partnership of municipalities, working together to promote and undertake wise management of the water and natural resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of approximately 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on water and natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as the provincial Source Protection Program and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

The GRCA continues to work on the updates and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed, as part of the provincial Source Protection Program under the *Clean Water Act, 2006*. Besides supporting municipalities and other agencies in implementing the plans, the focus in 2023 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

In 2022 terms of reference for a watershed-based resource management strategy was completed as part of the requirement of the Conservation Authorities Act to develop a watershed strategy. In 2023, the focus will be on developing a draft watershed-based resource management strategy and engage municipalities through the Water Managers Working group. The existing water management plan will provide important information to the watershed strategy.

Bill 23 – More Homes Built Faster Act, 2022 impacts the 2023 Budget to the extent that certain fees are being frozen and there is the potential for revenue declines due to restrictions on natural heritage resource planning services offered by Conservation Authorities.

1. Watershed Management and Monitoring

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dikes and dams; flood forecasting and warning; water quality monitoring; natural heritage restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

Operating Expenditures:

| | | |
|--|-------------|-----------|
| Water Resources Planning and Environment | \$2,338,900 | (Table 1) |
| Flood Forecasting and Warning | \$ 923,000 | (Table 2) |
| Water Control Structures | \$1,944,200 | (Table 3) |

Capital Expenditures: **\$1,800,000** (Section B)

Total Expenditures: **\$7,006,100**

Revenue sources: Municipal levies, provincial grants and reserves

2. Planning

Program areas:

- a) Natural Hazard Regulations
The administration of conservation authority regulations related to development in the floodplain, and other natural hazards e.g. wetlands, slopes, shorelines and watercourses.
- b) Plan Input and Review
Planning and technical review of municipal planning documents and recommending policies related to natural hazards; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments.

Operating Expenditures: **\$2,574,200** (Table 4)

Capital Expenditures: **NIL**

Revenue sources: Permit fees, enquiry fees, plan review fees, and municipal levy

3. Watershed stewardship

The watershed stewardship program provides information and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation/tree planting through the Burford Tree Nursery, the Rural Water Quality Program, restoration and rehabilitation projects. The program also, provides conservation information through workshops, publications, the web site and media contacts.

Operating Expenditures:

| | |
|------------------------------------|------------------------|
| Forestry & Conservation Land Taxes | \$ 1,402,500 (Table 5) |
| Conservation Services | \$ 605,700 (Table 6) |

Capital Expenditures: NIL

Total Expenditures: \$ 2,008,200

Revenue sources:

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

4. Conservation Land Management

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.

Operating Expenditures:

| | |
|-----------------------------------|---|
| Conservation Lands, Rentals, Misc | \$4,218,800 (Table 10-Conservation Lands) |
| Hydro Production | \$ 212,000 (Table 10-Hydro Production) |

Capital Expenditures: NIL

Total Expenditures: \$4,430,800

Revenue sources:

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

5. Education

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures: \$810,100 (Table 8)

Capital Expenditures: NIL

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

6. Recreation

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,200 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1.7 million people visit GRCA parks each year.

Operating Expenditures: \$ **8,500,000** (Table 10)
Capital Expenditures: \$ **2,000,000** (Section B)
Total Expenditures: \$ **9,800,000**

Revenue sources:
 Conservation Area user fees, government grants, reserves and donations.

7. Corporate services & Strategic Communications

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures:

Strategic Communications \$ 597,500 (Table 7)
 Corporate Services \$3,568,288 (Table 9)

Capital Expenditures: \$ **779,000** (Section B)

Total Expenditures: \$**4,944,788**

Revenue sources: Municipal levies and reserves.

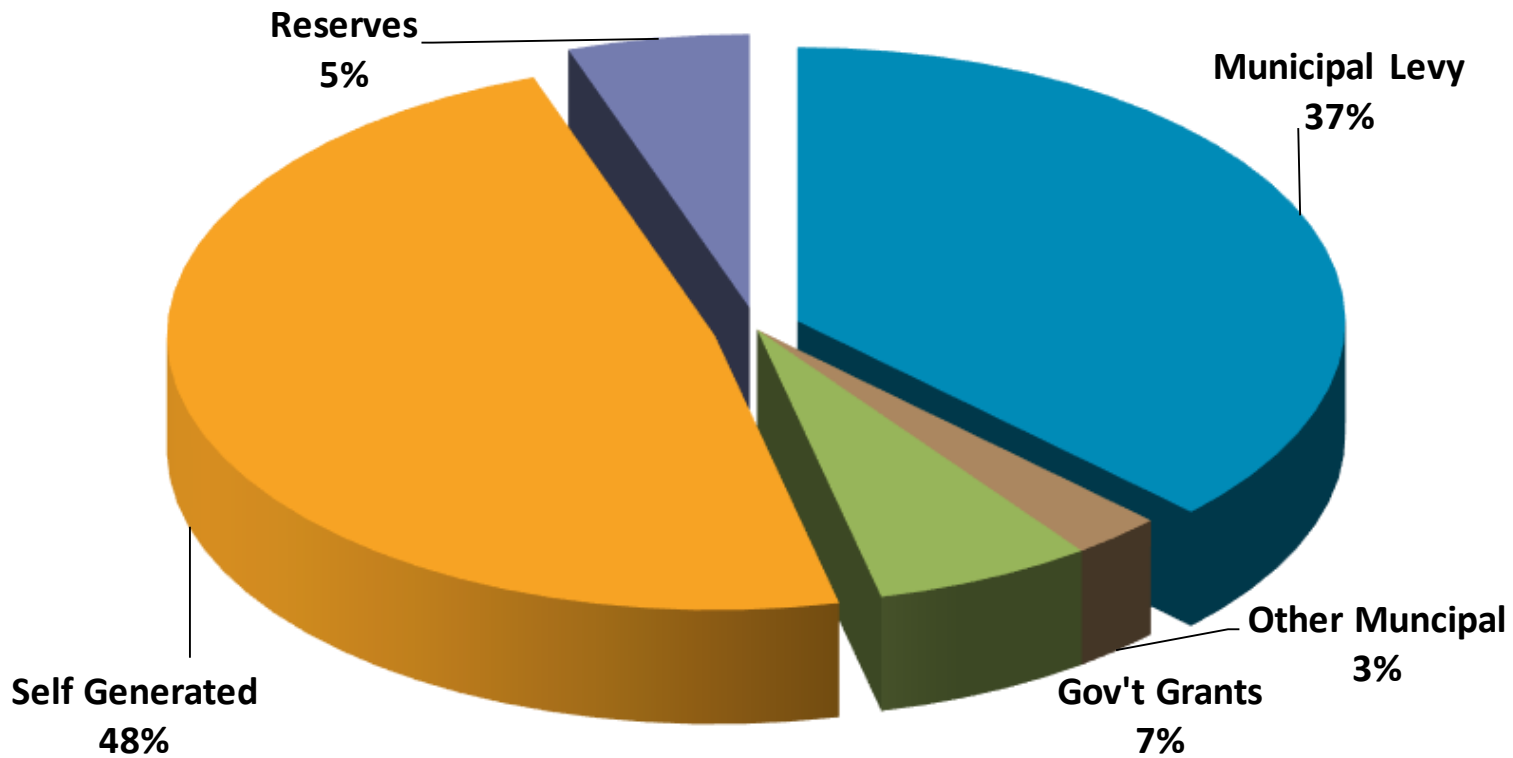
GRAND RIVER CONSERVATION AUTHORITY

BUDGET 2023 - Summary of Revenue and Expenditures

| FUNDING | | Actual 2021 | Budget 2022 | Budget 2023 | Budget Incr/(decr) |
|---|-----------|-------------------|-------------------|-------------------|--------------------------|
| Municipal General Levy Funding | | 12,225,000 | 12,530,000 | 12,968,000 | 438,000 3.50% |
| Other Government Grants | | 3,131,738 | 3,927,188 | 3,172,188 | (755,000) -19.2% |
| Self-Generated Revenue | | 16,021,037 | 16,273,177 | 16,803,000 | 529,823 3.3% |
| Funding from Reserves | | 494,912 | 2,144,000 | 1,871,000 | (273,000) -12.7% |
| TOTAL FUNDING | | 31,872,687 | 34,874,365 | 34,814,188 | (60,177) -0.2% |
| EXPENDITURES | | Actual 2021 | Budget 2022 | Budget 2023 | Budget Incr/(decr) |
| Base Programs - Operating includes funding to reserves | SECTION A | 27,048,151 | 26,497,365 | 27,695,188 | 1,197,823 4.52% |
| Base Programs - Capital | SECTION B | 2,150,870 | 5,102,000 | 4,579,000 | (523,000) -10.25% |
| Special Projects | SECTION C | 2,106,489 | 3,275,000 | 2,540,000 | (735,000) -22.4% |
| TOTAL EXPENDITURES | | 31,305,510 | 34,874,365 | 34,814,188 | (60,177) -0.2% |
| NET RESULT | | 567,177 | - | - | |

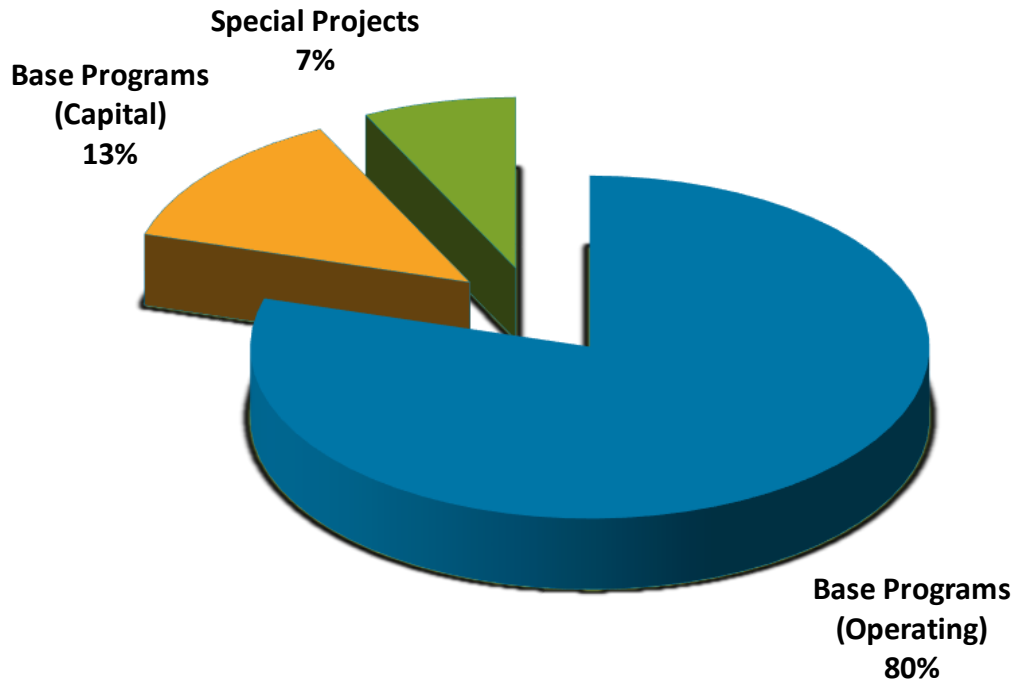
2023 Budget – Revenue by Source

Total 2023 Budget Revenue = \$34.8 Million (\$ 34.9 Million in 2022)

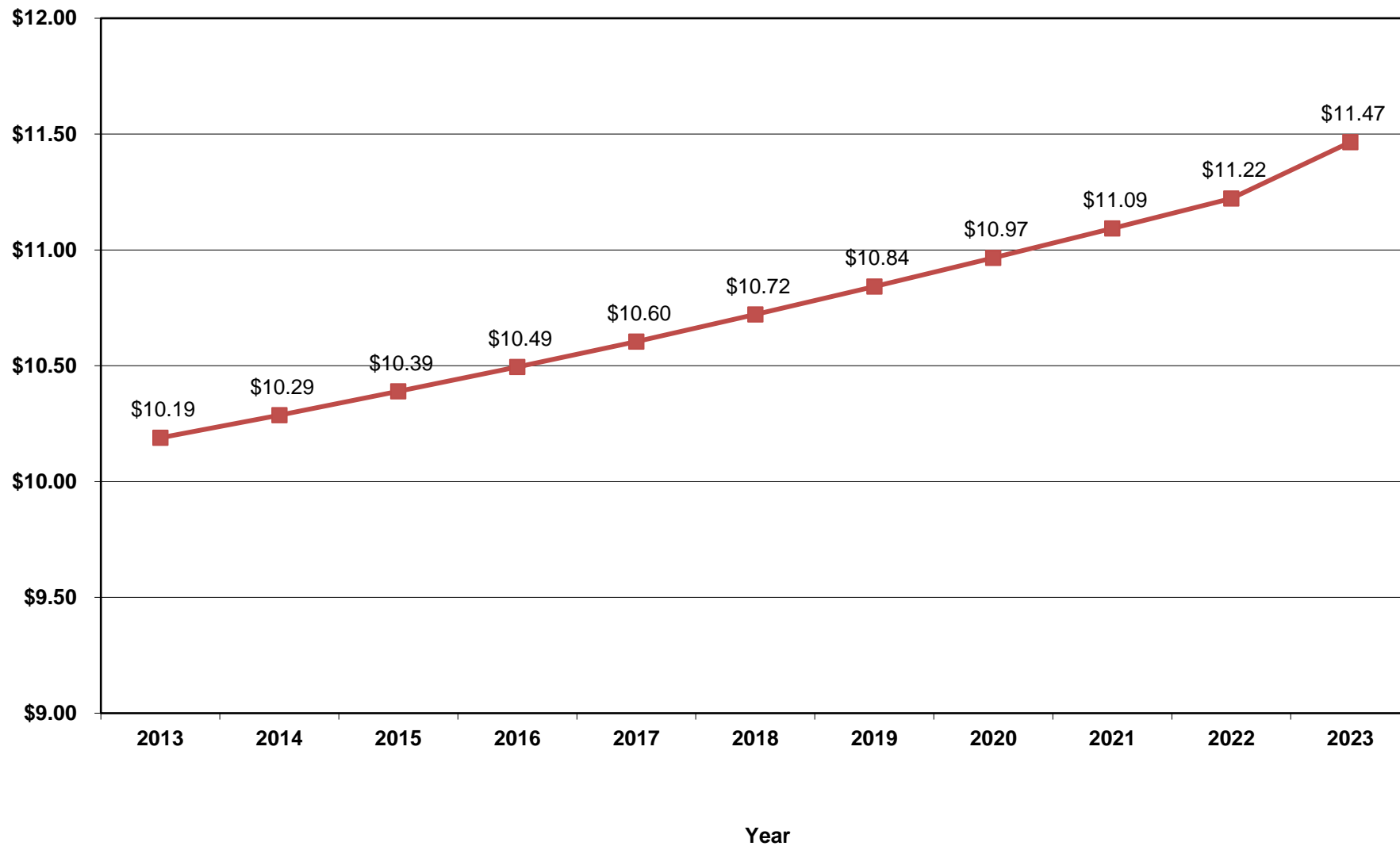


2023 Budget – Expenditures by Category

2023 Budget Expenditures = \$34.8 Million (\$ 34.9 Million in 2022)



Grand River Conservation Authority Per Capita General Levy 2013 to 2023



GRAND RIVER CONSERVATION AUTHORITY

Budget 2023 - Summary of Expenditures, Funding and Change in Municipal Levy

| | | TABLE 1 | TABLE 2 | TABLE 3 | TABLE 4 | TABLE 5 | TABLE 6 | TABLE 7 | TABLE 8 | TABLE 9 | TABLE 9 | TABLE 10 | TABLE 10 | TABLE 10 | | |
|--|-----------------|--|-----------------------------------|-----------------------------|----------------------|--|--------------------------|----------------|----------------------------|-----------------------|---|--|---------------------|-----------------------|----------------|------------|
| | | Water Resources Planning & Environment | Flood Forecasting & Warning | Water Control Structures | Resource Planning | Forestry & Conservation Land Taxes | Conservation Services | Communications | Environmental Education | Corporate Services | Loss/(Surplus) impact on Municipal Levy Increase | Conservation Land and Rental Management and Misc | Hydro Production | Conservation Areas | TOTAL | |
| 2023 OPERATING | | | | | | | | | | | | | | | | |
| TOTAL EXPENSES | A | 2,338,900 | 923,000 | 1,944,200 | 2,574,200 | 1,402,500 | 605,700 | 597,500 | 810,100 | 3,568,288 | | 4,218,800 | 212,000 | 8,500,000 | 27,695,188 | |
| TOTAL OTHER FUNDING | B | 87,500 | 224,338 | 355,350 | 1,189,000 | 607,000 | 31,000 | 0 | 500,000 | 135,000 | | 3,368,000 | 580,000 | 8,500,000 | 15,577,188 | |
| "Other Programs" Surplus/(Loss) | B less A | | | | | | | | | | | (850,800) | 368,000 | - | (482,800) | |
| Loss to be offset with Surplus | C | | | | | | | | | | 482,800 | | | | (482,800) | |
| Surplus 2021 carried forward to 2022 | | | | | | | | | | | (100,000) | | | | 100,000 | |
| 2023 Levy | A less B less C | 2,251,400 | 698,662 | 1,588,850 | 1,385,200 | 795,500 | 574,700 | 597,500 | 310,100 | 3,433,288 | 382,800 | 0 | 0 | 0 | 12,018,000 | |
| | | | | | | | | | | | | | | | 0 | NET RESULT |
| <u>Levy Increase:</u> | | | | | | | | | | | | | | | | |
| 2023 Levy | | 2,251,400 | 698,662 | 1,588,850 | 1,385,200 | 795,500 | 574,700 | 597,500 | 310,100 | 3,433,288 | 382,800 | | | | 12,018,000 | |
| 2022 Levy | | 2,179,900 | 678,662 | 1,537,350 | 1,307,200 | 773,500 | 555,200 | 577,500 | 284,600 | 3,786,565 | (100,477) | | | | 11,580,000 | |
| Levy Increase over prior year | | 71,500 | 20,000 | 51,500 | 78,000 | 22,000 | 19,500 | 20,000 | 25,500 | (353,277) | 483,277 | n/a | n/a | n/a | 438,000 | |
| 2023 CAPITAL | | | | | | | | | | | | | | | | |
| TOTAL EXPENSES | A | 110,000 | 190,000 | 1,500,000 | | | | | | 779,000 | | | | 2,000,000 | 4,579,000 | |
| TOTAL OTHER FUNDING | B | 75,000 | 25,000 | 750,000 | | | | | | 779,000 | | | | 2,000,000 | 3,629,000 | |
| 2023 Levy | A less B | 35,000 | 165,000 | 750,000 | | | | | | - | | | | - | 950,000 | |
| <u>Levy Increase:</u> | | | | | | | | | | | | | | | | |
| 2023 Levy | | 35,000 | 165,000 | 750,000 | | | | | | - | | | | - | 950,000 | |
| 2022 Levy | | 35,000 | 165,000 | 750,000 | | | | | | - | | | | - | 950,000 | |
| Levy Increase/(decrease) over prior year | | - | - | - | | | | | | - | | | | - | - | |
| 2023 SPECIAL | | | | | | | | | | | | | | | | |
| TOTAL EXPENSES | A | 210,000 | | 640,000 | | 100,000 | 1,090,000 | | 500,000 | | | | | | 2,540,000 | |
| TOTAL OTHER FUNDING | B | 210,000 | | 640,000 | | 100,000 | 1,090,000 | | 500,000 | | | | | | 2,540,000 | |
| 2023 Levy | A less B | - | - | - | | - | - | | - | | | | | | - | |
| | | | | | | | | | | | | | | | TOTAL EXPENSES | 34,814,188 |
| | | | | | | | | | | | | | | | TOTAL FUNDING | 34,814,188 |
| | | | | | | | | | | | | | | | NET RESULT | - |

Grand River Conservation Authority Summary of Municipal Levy - 2023 Budget

DRAFT - January 27, 2023

| | % CVA in Watershed | 2022 CVA (Modified) | CVA in Watershed | CVA-Based Apportionment | 2023 Budget Matching & Maintenance Levy | 2023 Budget Admin & Maintenance Levy | 2023 Budget Capital Maintenance* Levy | 2023 Budget Total Levy | Actual 2022 | % Change |
|-----------------------|--------------------|------------------------|------------------------|-------------------------|---|--------------------------------------|---------------------------------------|------------------------|-------------------|-------------|
| Brant County | 82.9% | 7,349,082,037 | 6,092,389,009 | 2.92% | 13,125 | 337,655 | 27,729 | 378,509 | 361,733 | 4.6% |
| Brantford C | 100.0% | 15,438,439,128 | 15,438,439,128 | 7.40% | 33,261 | 855,636 | 70,266 | 959,163 | 925,478 | 3.6% |
| Amaranth Twp | 82.0% | 823,007,110 | 674,865,830 | 0.32% | 1,454 | 37,403 | 3,072 | 41,929 | 40,312 | 4.0% |
| East Garafraxa Twp | 80.0% | 646,737,870 | 517,390,296 | 0.25% | 1,115 | 28,675 | 2,355 | 32,145 | 31,052 | 3.5% |
| Town of Grand Valley | 100.0% | 602,204,454 | 602,204,454 | 0.29% | 1,297 | 33,376 | 2,741 | 37,414 | 34,921 | 7.1% |
| Melancthon Twp | 56.0% | 605,191,515 | 338,907,248 | 0.16% | 730 | 18,783 | 1,542 | 21,055 | 20,387 | 3.3% |
| Southgate Twp | 6.0% | 1,095,001,488 | 65,700,089 | 0.03% | 142 | 3,641 | 299 | 4,082 | 3,913 | 4.3% |
| Haldimand County | 41.0% | 7,387,846,603 | 3,029,017,107 | 1.45% | 6,526 | 167,875 | 13,786 | 188,187 | 180,063 | 4.5% |
| Norfolk County | 5.0% | 9,785,538,892 | 489,276,945 | 0.23% | 1,054 | 27,117 | 2,227 | 30,398 | 29,714 | 2.3% |
| Halton Region | 10.5% | 48,462,400,444 | 5,103,428,670 | 2.44% | 10,995 | 282,844 | 23,227 | 317,066 | 304,589 | 4.1% |
| Hamilton City | 26.8% | 96,614,037,173 | 25,844,254,944 | 12.38% | 55,679 | 1,432,351 | 117,626 | 1,605,656 | 1,557,692 | 3.1% |
| Oxford County | 36.5% | 4,574,385,729 | 1,667,806,332 | 0.80% | 3,593 | 92,434 | 7,591 | 103,618 | 100,481 | 3.1% |
| North Perth T | 2.0% | 2,359,924,293 | 47,198,486 | 0.02% | 102 | 2,616 | 215 | 2,933 | 2,779 | 5.5% |
| Perth East Twp | 40.0% | 2,078,521,741 | 831,408,696 | 0.40% | 1,791 | 46,079 | 3,784 | 51,654 | 49,597 | 4.1% |
| Waterloo Region | 100.0% | 105,303,687,542 | 105,303,687,542 | 50.45% | 226,867 | 5,836,184 | 479,273 | 6,542,324 | 6,325,085 | 3.4% |
| Centre Wellington Twp | 100.0% | 5,401,783,927 | 5,401,783,927 | 2.59% | 11,638 | 299,380 | 24,585 | 335,603 | 319,769 | 5.0% |
| Erin T | 49.0% | 2,607,980,359 | 1,277,910,376 | 0.61% | 2,753 | 70,825 | 5,816 | 79,394 | 77,102 | 3.0% |
| Guelph C | 100.0% | 28,289,926,279 | 28,289,926,279 | 13.55% | 60,948 | 1,567,896 | 128,757 | 1,757,601 | 1,702,688 | 3.2% |
| Guelph Eramosa Twp | 100.0% | 2,930,879,758 | 2,930,879,758 | 1.40% | 6,314 | 162,436 | 13,339 | 182,089 | 176,486 | 3.2% |
| Mapleton Twp | 95.0% | 1,881,798,619 | 1,787,708,688 | 0.86% | 3,851 | 99,079 | 8,136 | 111,066 | 106,574 | 4.2% |
| Wellington North Twp | 51.0% | 1,801,568,972 | 918,800,176 | 0.44% | 1,979 | 50,922 | 4,182 | 57,083 | 55,274 | 3.3% |
| Puslinch Twp | 75.0% | 2,769,118,798 | 2,076,839,099 | 0.99% | 4,474 | 115,103 | 9,452 | 129,029 | 124,311 | 3.8% |
| Total | | 348,809,062,729 | 208,729,823,079 | 100.00% | 449,688 | 11,568,310 | 950,000 | 12,968,000 | 12,530,000 | 3.5% |

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2023 vs Budget 2022

| | Actual 2021 | Budget 2022 | Budget 2023 | Incr/(Decr) | %age change |
|-------------------------------|-------------------|-------------------|-------------------|------------------|--------------|
| EXPENDITURES | | | | | |
| OPERATING EXPENSES | 27,048,151 | 26,497,365 | 27,695,188 | 1,197,823 | 4.52% |
| Total Expenses | 27,048,151 | 26,497,365 | 27,695,188 | 1,197,823 | 4.52% |
| SOURCES OF FUNDING | | | | | |
| MUNICIPAL GENERAL LEVY (NOTE) | 10,701,206 | 11,580,000 | 12,018,000 | 438,000 | 3.78% |
| MUNICIPAL SPECIAL LEVY | 43,047 | 50,000 | 50,000 | - | 0.00% |
| OTHER GOVT FUNDING | 636,502 | 517,188 | 517,188 | - | 0.00% |
| SELF-GENERATED | 15,035,681 | 13,666,000 | 14,568,000 | 902,000 | 6.60% |
| RESERVES | 315,474 | 117,000 | 442,000 | 325,000 | 277.78% |
| SURPLUS CARRYFORWARD | 316,241 | 567,177 | 100,000 | (467,177) | -82.37% |
| Total BASE Funding | 27,048,151 | 26,497,365 | 27,695,188 | 1,197,823 | 4.52% |

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$438,000 levy increase.

TABLE 1**(a) Watershed Studies**

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

Specific Activities:

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner. Subwatershed studies are ongoing or planned in the City of Kitchener, Region of Waterloo, City of Guelph and City of Brantford.
- In 2022 terms of reference for a watershed-based resource management strategy was completed as part of the requirement of the Conservation Authorities Act to develop a watershed strategy. In 2023, the focus will be on developing a draft watershed-based resource management strategy and engage municipalities through the Water Managers Working group.

(b) Water Resources Planning and Environment and Support

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of monitoring water and natural resources and assessment of changes in watershed health and priority management areas.

Specific Activities:

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- analyze and report on water quality conditions in the Grand River watershed
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches

- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

(c) Water Management Division Support

Provides support services to the Water Management Division including support for Flood Forecasting and Warning and Water Control Structures.

Specific Spending:

- administrative services
- travel, communication, staff development and computer
- insurance

(d) Natural Heritage Management

The natural heritage management program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic and terrestrial ecosystems. The program includes watershed scale natural heritage assessments and implements restoration activities on GRCA land.

Specific Activities:

- implement “best bets” for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- maintain and implement the Forest Management Plan for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities and community events such as tree planting and stream restoration

TABLE 1
 GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget Change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 1,380,849 | 1,684,000 | 1,706,500 | 22,500 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 175,035 | 268,300 | 268,300 | 0 |
| Insurance | 122,304 | 150,000 | 199,000 | 49,000 |
| Other Operating Expenses | 100,978 | 165,100 | 165,100 | 0 |
| Amount set aside to Reserves | 336,000 | - | - | 0 |
| TOTAL EXPENSE | 2,115,166 | 2,267,400 | 2,338,900 | 71,500 |
| Funding | | | | (incr)/decr |
| Municipal Special/Other | 43,047 | 50,000 | 50,000 | 0 |
| Prov & Federal Govt | - | 37,500 | 37,500 | 0 |
| Funds taken from Reserves | - | - | - | 0 |
| TOTAL FUNDING | 43,047 | 87,500 | 87,500 | - |
| Net Funded by General Municipal Levy | 2,072,119 | 2,179,900 | 2,251,400 | |
| Net incr/(decr) to Municipal Levy | | | | 71,500 |

TABLE 2**Flood Forecasting and Warning**

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- maintain a ‘state of the art’ computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 24 rainfall gauges, and 12 snow courses.
- use Ignition system to continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.
- assist municipalities with municipal emergency planning and participate in municipal emergency planning exercises when requested.
- hold municipal flood coordinator meetings twice a year to confirm responsibilities of agencies involved in the flood warning system. Test the system. Update and publish a flood warning system guide containing up to date emergency contact information. Maintain update to date emergency contact information throughout the year.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 386,529 | 499,000 | 579,000 | 80,000 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 236,160 | 236,000 | 236,000 | - |
| Other Operating Expenses | 111,778 | 108,000 | 108,000 | - |
| Amount set aside to Reserves | | - | - | - |
| TOTAL EXPENSE | 734,467 | 843,000 | 923,000 | 80,000 |
| Funding | | | | (incr)/decr |
| MNR Grant | 164,338 | 164,338 | 164,338 | - |
| Prov & Federal Govt | (53) | - | - | - |
| Funds taken from Reserves | | | 60,000 | (60,000) |
| TOTAL FUNDING | 164,285 | 164,338 | 224,338 | (60,000) |
| Net Funded by General Municipal Levy | 570,182 | 678,662 | 698,662 | |
| Net incr/(decr) to Municipal Levy | | | | 20,000 |

TABLE 3**Water Control Structures**

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 5 major dyke systems (Kitchener-Bridgeport, Cambridge-Galt, Brantford, Drayton and New Hamburg)
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams and dykes.
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, municipal fire suppression water supply or municipal drinking water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 1,159,637 | 1,278,000 | 1,399,500 | 121,500 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 31,939 | 29,200 | 29,200 | - |
| Property Taxes | 156,533 | 170,700 | 170,700 | - |
| Other Operating Expenses | 288,690 | 344,800 | 344,800 | - |
| Amount set aside to Reserves | 251,000 | - | - | - |
| TOTAL EXPENSE | 1,887,799 | 1,822,700 | 1,944,200 | 121,500 |
| Funding | | | | (incr)/decr |
| MNR Grant | 285,350 | 285,350 | 285,350 | - |
| Funds taken from Reserves | | | 70,000 | 70,000 |
| TOTAL FUNDING | 285,350 | 285,350 | 355,350 | 70,000 |
| Net Funded by General Municipal Levy | 1,602,449 | 1,537,350 | 1,588,850 | |
| Net incr/(decr) to Municipal Levy | | | | 51,500 |

TABLE 4**(a) PLANNING - Regulations**

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

Specific Activities:

- Process over 1,000 permits each year related to development, alteration or activities that may interfere with the following types of lands:
 - ravines, valleys, steep slopes
 - wetlands including swamps, marshes, bogs, and fens
 - any watercourse, river, creek, floodplain or valley land
 - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
 - the construction, reconstruction, erection or placing of a building or structure of any kind,
 - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
 - site grading
 - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of people and property (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

(b) PLANNING - Municipal Plan Input and Review

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements.

Specific Activities:

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial polices and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all natural hazard concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Committees and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains, erosion areas, Lake Erie shoreline, watercourses and wetlands.

TABLE 4
GRAND RIVER CONSERVATION AUTHORITY
Resource Planning

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 1,736,286 | 2,074,000 | 2,297,000 | 223,000 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 183,298 | 222,500 | 222,500 | - |
| Other Operating Expenses | 51,609 | 54,700 | 54,700 | - |
| Amount set aside to Reserves | 310,000 | - | - | - |
| - | 2,281,193 | 2,351,200 | 2,574,200 | 223,000 |
| Funding | | | | (incr)/decr |
| Self Generated | 1,190,560 | 1,044,000 | 1,144,000 | (100,000) |
| Funds taken from Reserves | | | 45,000 | (45,000) |
| TOTAL FUNDING | 1,190,560 | 1,044,000 | 1,189,000 | (145,000) |
| Net Funded by General Municipal Levy | 1,090,633 | 1,307,200 | 1,385,200 | |
| Net incr/(decr) to Municipal Levy | | | | 78,000 |

TABLE 5**Forestry & Property Taxes**

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

Specific Activities:

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs on over 7,000 hectares of managed forests on GRCA owned lands
- hazard tree management to protect people and property

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Forestry & Conservation Land Taxes

| OPERATING | Actual 2021 | Budget 2021 | Budget 2022 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 467,005 | 531,000 | 553,000 | 22,000 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 46,925 | 54,300 | 54,300 | 0 |
| Property Taxes | 167,524 | 183,200 | 183,200 | 0 |
| Other Operating Expenses | 533,611 | 612,000 | 612,000 | 0 |
| Amount set aside to Reserves | 100,000 | | | 0 |
| TOTAL EXPENSE | 1,315,065 | 1,380,500 | 1,402,500 | 22,000 |
| Funding | | | | (incr)/decr |
| Donations | 15,198 | 27,000 | 27,000 | - |
| Self Generated | 600,015 | 580,000 | 580,000 | - |
| TOTAL FUNDING | 615,213 | 607,000 | 607,000 | 0 |
| Net Funded by General Municipal Levy | 699,852 | 773,500 | 795,500 | |
| Net incr/(decr) to Municipal Levy | | | | 22,000 |

TABLE 6**Conservation Services**

The Conservation Services program includes those activities associated with providing service and/or assistance to private and public landowners and community groups implementing projects to conserve and enhance natural resources on their properties.

This category includes the Rural Water Quality program and Forestry extension services.

Specific Activities:

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, community outreach and delivery of a grant program to encourage adoption of agricultural management practices and projects to improve and protect water quality. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, and naturalization projects with private landowners
- Co-ordinate community events e.g. children's water festivals and agricultural and rural landowner workshops to promote landowner environmental stewardship action

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 410,257 | 478,000 | 497,500 | 19,500 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 50,831 | 86,200 | 86,200 | - |
| Other Operating Expenses | 1,432 | 22,000 | 22,000 | - |
| Amount set aside to Reserves | 125,000 | - | - | - |
| TOTAL EXPENSE | 587,520 | 586,200 | 605,700 | 19,500 |
| Funding | | | | (incr)/decr |
| Prov & Federal Govt | - | 30,000 | 30,000 | - |
| Funds taken from Reserves | 552 | 1,000 | 1,000 | - |
| TOTAL FUNDING | 552 | 31,000 | 31,000 | - |
| Net Funded by General Municipal Levy | 586,968 | 555,200 | 574,700 | |
| Net incr/(decr) to Municipal Levy | | | | 19,500 |

TABLE 7**Strategic Communications**

The communications department provides a wide range of services and support for the GRCA, the Grand River Conservation Foundation, and the Lake Erie Region Source Protection Program. This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

Communications - Specific Activities:

- Media relations
- Public relations and awareness building
- Online communications
- Issues management and crisis communications
- Community engagement and public consultation
- Corporate brand management

TABLE 7
GRAND RIVER CONSERVATION AUTHORITY
Strategic Communications

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 358,234 | 492,000 | 512,000 | 20,000 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 42,067 | 62,000 | 62,000 | - |
| Other Operating Expenses | 3,885 | 23,500 | 23,500 | - |
| Amount set aside to Reserves | 55,000 | - | - | - |
| TOTAL EXPENSE | 459,186 | 577,500 | 597,500 | 20,000 |
| Funding | | | | |
| Net Funded by General Municipal Levy | 459,186 | 577,500 | 597,500 | |
| Net incr/(decr) to Municipal Levy | | | | 20,000 |

TABLE 8**Environmental Education**

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

Specific Activities:

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

| OPERATING | Actual 2021 | Budget 2022 | Budget 2023 | Budget change |
|---|--------------------|--------------------|--------------------|----------------------|
| Expenses: | | | | incr/(decr) |
| Salary and Benefits | 430,437 | 553,000 | 574,500 | 21,500 |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 48,032 | 57,000 | 57,000 | 0 |
| Insurance | 15,491 | 17,000 | 21,000 | 4,000 |
| Property Taxes | 10,048 | 14,000 | 14,000 | 0 |
| Other Operating Expenses | 144,476 | 143,600 | 143,600 | 0 |
| Amount set aside to Reserves | 55,000 | 0 | 0 | 0 |
| TOTAL EXPENSE | 703,484 | 784,600 | 810,100 | 25,500 |
| Funding | | | | (incr)/decr |
| Provincial & Federal Grants | 748 | 0 | 0 | 0 |
| Self Generated | 362,912 | 500,000 | 500,000 | 0 |
| TOTAL FUNDING | 363,660 | 500,000 | 500,000 | 0 |
| Net Funded by General Municipal Levy | 339,824 | 284,600 | 310,100 | |
| Net incr/(decr) to Municipal Levy | | | | 25,500 |

TABLE 9**CORPORATE SERVICES**

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

Specific Activities:

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

TABLE 9
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

| Budget 2023 | | Deficit to be funded with Municipal Levy |
|---|------------------|--|
| Expenses: | | |
| Salary and Benefits | 2,133,000 | |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 359,000 | |
| Insurance | 127,000 | |
| Other Operating Expenses | 949,288 | |
| Amount set aside to Reserves | - | |
| TOTAL EXPENSE | 3,568,288 | |
| Funding | | |
| Recoverable Corporate Services Expenses | 70,000 | |
| Funds taken from Reserves | 65,000 | |
| TOTAL FUNDING | 135,000 | |
| | | |
| Net Result before surplus adjustments | 3,433,288 | |
| Deficit from Other Programs offset by 2022 Surplus Carryforward | | (482,800) |
| 2022 Surplus Carried Forward to 2023 used to reduce Levy | | 100,000 |
| Net Funded by General Municipal Levy | 3,433,288 | (382,800) |
| | | |
| Budget 2022 | | Surplus available to offset Municipal Levy Increase |
| Expenses: | | |
| Salary and Benefits | 2,051,000 | |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 379,000 | |
| Insurance | 103,000 | |
| Other Operating Expenses | 1,338,565 | |
| TOTAL EXPENSE | 3,871,565 | |
| Funding | | |
| Recoverable Corporate Services Expenses | 70,000 | |
| Funds taken from Reserves | 15,000 | |
| TOTAL FUNDING | 85,000 | |
| | | |
| Net Result before surplus adjustments | 3,786,565 | |
| Deficit from Other Programs offset by 2021 Surplus Carryforward | | (466,700) |
| 2021 Surplus Carried Forward to 2022 used to reduce Levy | | 567,177 |
| Net Funded by General Municipal Levy | 3,786,565 | 100,477 |
| | | |
| ACTUAL 2021 | | Surplus available to offset Municipal Levy |
| Expenses: | | |
| Salary and Benefits | 1,977,881 | |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 311,950 | |
| Insurance | 83,833 | |
| Other Operating Expenses | 835,919 | |
| Amount set aside to Reserves | 490,000 | |
| TOTAL EXPENSE | 3,699,583 | |
| Funding | | |
| Provincial Grant | 500 | |
| Donations/Other | | |
| Recoverable Corporate Services Expenses | 61,040 | |
| TOTAL FUNDING | 61,540 | |
| | | |
| Net Result before surplus/(deficit) adjustments | 3,638,043 | |
| 2021 Surplus from Other Programs used to reduce Levy | | 41,809 |
| 2020 Surplus Carried Forward to 2021 used to reduce Levy | | 316,241 |
| Net Funded by General Municipal Levy | 3,638,043 | 358,050 |

TABLE 10 (a)**Conservation Lands, Rental Properties, Forestry & Misc**

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of provincially significant conservation lands, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with the “active” Conservation Areas and outdoor education programs on GRCA lands.

Specific Activities:

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat (Puslinch Tract in Puslinch, Snyder’s Flats in Bloomingdale, etc.). Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). The Grand River Conservation Foundation is one source of funding for the trails.
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 8 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- permit hunting at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements

- investment income arising from reserves and funds received in advance of program expenses

TABLE 10 (b)

HYDRO PRODUCTION

This program generates revenue from ‘hydro production’.

Specific Activities:

- generate hydro from turbines in 4 dams, Shand, Conestogo, Guelph and Drimmie; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

TABLE 10 (c)

CONSERVATION AREAS

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

Specific Activities:

- operate 11 “active” Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1.7 million visitors annually. These visitors also help generate significant spin-off revenues for the local economies
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,200 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario
- employ seasonally over 230 students within the conservation areas

TABLE 10
GRAND RIVER CONSERVATION AUTHORITY
OTHER PROGRAMS - OPERATING - SUMMARY of Results

| | Conservation Lands | Property Rentals | MISC | (a) Cons Lands, Rental, Misc | (b) Hydro Production | (c) Conservation Areas | TOTAL Other Programs |
|---|--------------------|------------------|----------------|------------------------------------|-------------------------|---------------------------|-------------------------|
| Budget 2023 - OPERATING | | | | | | | |
| Expenses: | | | | | | | |
| Salary and Benefits | 1,540,000 | 731,000 | - | 2,271,000 | 70,000 | 4,675,000 | |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 152,600 | 74,500 | - | 227,100 | - | 210,000 | |
| Insurance | 290,000 | 35,000 | - | 325,000 | - | - | |
| Property Taxes | - | 88,000 | - | 88,000 | - | 65,000 | |
| Other Operating Expenses (consulting etc) | 606,000 | 701,700 | - | 1,307,700 | 25,500 | 3,550,000 | |
| Amount set aside to Reserves | - | - | - | - | 116,500 | - | |
| TOTAL EXPENSE | 2,588,600 | 1,630,200 | - | 4,218,800 | 212,000 | 8,500,000 | 12,930,800 |
| Funding | | | | | | | |
| Self Generated | 86,000 | 2,981,000 | 100,000 | 3,167,000 | 580,000 | 8,500,000 | |
| Funds taken from Reserves | 101,000 | 100,000 | - | 201,000 | - | - | |
| TOTAL FUNDING | 187,000 | 3,081,000 | 100,000 | 3,368,000 | 580,000 | 8,500,000 | 12,448,000 |
| NET Surplus/(Deficit) for programs not funded by general levy | (2,401,600) | 1,450,800 | 100,000 | (850,800) | 368,000 | - | (482,800) |
| Budget 2022 - OPERATING | | | | | | | |
| Expenses: | | | | | | | |
| Salary and Benefits | 1,384,500 | 703,400 | - | 2,087,900 | 68,000 | 4,300,000 | |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 152,600 | 74,500 | - | 227,100 | - | 195,000 | |
| Insurance | 234,000 | 28,000 | - | 262,000 | - | - | |
| Property Taxes | - | 88,000 | - | 88,000 | - | 65,000 | |
| Other Operating Expenses (consulting etc) | 606,000 | 701,700 | 30,000 | 1,337,700 | 25,500 | 3,240,000 | |
| Amount set aside to Reserves | - | - | - | - | 116,500 | - | |
| TOTAL EXPENSE | 2,377,100 | 1,595,600 | 30,000 | 4,002,700 | 210,000 | 7,800,000 | 12,012,700 |
| Funding | | | | | | | |
| Self Generated | 86,000 | 2,921,000 | 108,000 | 3,115,000 | 530,000 | 7,800,000 | |
| Funds taken from Reserves | 1,000 | 100,000 | - | 101,000 | - | - | |
| TOTAL FUNDING | 87,000 | 3,021,000 | 108,000 | 3,216,000 | 530,000 | 7,800,000 | 11,546,000 |
| NET Surplus/(Deficit) for programs not funded by general levy | (2,290,100) | 1,425,400 | 78,000 | (786,700) | 320,000 | - | (466,700) |
| Actual 2021 - OPERATING | | | | | | | |
| Expenses: | | | | | | | |
| Salary and Benefits | 1,121,516 | 577,516 | - | 1,699,032 | 64,084 | 4,094,760 | |
| Travel, Motor Pool, Expenses, Telephone, Training and Development, IT | 108,111 | 67,600 | - | 175,711 | - | 206,141 | |
| Insurance | 193,465 | 25,045 | - | 218,510 | - | - | |
| Property Taxes | - | 111,996 | - | 111,996 | - | 52,898 | |
| Other Expenses | 472,671 | 744,264 | 10,755 | 1,227,690 | 159,759 | 3,015,607 | |
| Amount set aside to Reserves | 198,000 | 166,500 | - | 364,500 | 60,000 | 1,814,000 | |
| TOTAL EXPENSE | 2,093,763 | 1,692,921 | 10,755 | 3,797,439 | 283,843 | 9,183,406 | 13,264,688 |
| Funding | | | | | | | |
| Provincial/Federal | - | - | - | - | - | 185,619 | |
| Donations | 33,521 | - | - | 33,521 | - | 8,979 | |
| Self Generated | 171,588 | 2,892,673 | 108,116 | 3,172,377 | 601,942 | 8,989,137 | |
| Funds taken from Reserves | - | 314,922 | - | 314,922 | - | - | |
| TOTAL FUNDING | 205,109 | 3,207,595 | 108,116 | 3,520,820 | 601,942 | 9,183,735 | 13,306,497 |
| NET Surplus/(Deficit) for programs not funded by general levy | (1,888,654) | 1,514,674 | 97,361 | (276,619) | 318,099 | 329 | 41,809 |

OTHER INFORMATION

1. INFORMATION SYSTEMS & TECHNOLOGY - COMPUTER CHARGES

The work of the IS&T Group includes wages, capital purchases and ongoing maintenance and operations is funded through the Information Systems and Technology Reserve. The IS&T Reserve is sustained through a charge back framework. A “Computer Charge” is allocated to the individual programs based on the number of users and the nature of system usage or degree of reliance on IS&T activities and services.

The *Information Systems and Technology* (IS&T) group leads GRCA’s information management activities; develops and acquires business solutions; and oversees investment in information and communications technology as detailed below:

Specific Activities:

- Develop and implement GRCA's long-term information management, information technology and communications plans.
- Assess business needs and develop tools to address requirements, constraints and opportunities. Acquire and implement business and scientific applications for use at GRCA. Manage information technology and business solutions implementation projects on behalf of GRCA, GRCF and the Lake Erie Source Protection Region.
- Develop, and implement GRCA’s Geographic Information Systems (GIS) technology and spatial data infrastructure. Manage GRCA’s water-related data. Create and maintain standards for the development, use and sharing of corporate data. Develop policies and implement tools to secure GRCA’s data and IT and communications infrastructure.
- Acquire, manage and support GRCA’s server, storage, network and personal computer infrastructure to support geographic information systems (GIS); flood forecasting and warning, including real-time data collection; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance, property and human resources.
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office, Conservation Areas, Nature Centres and Flood Control Structures. Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets. Support and manage mobile phones, smart phones and pagers. Develop, implement and maintain GRCA’s IS&T disaster recovery plan.
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers and phone systems for use at outdoor education centres.
- Build and maintain working relationships with all other departments within GRCA. Develop and maintain partnerships and business relationships with all levels of government, Conservation Ontario, private industry and watershed communities with respect to information technology, information management, business solutions and data sharing.

2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

Specific Activities:

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital maintenance spending in 2023 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas
- Corporate Services

Water Resources Planning expenditures will be for water quality monitoring equipment. Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures expenditures will be for major maintenance on dams and dykes.

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2023, major capital projects within the Conservation Areas will include:

- New workshop at the Brant CA
- Water service upgrades at Shade's Mill CA
- Planning for Harris Mill masonry repairs at Rockwood CA
- Bridge replacement at Rockwood CA
- Septic replacements at Conestogo CA
- Constructing washrooms at Byng CA

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See "Other Information" above for spending descriptions for IT and MP.

SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2023

| | Water Resources Planning & Environment | FFW | Flood Control Expenses | Conservation Land Management (Sch 4) | Conservation Areas | Corporate Services | BUDGET TOTAL |
|---|--|----------------|---------------------------|--|-----------------------|-----------------------|------------------|
| Expenses: | | | | | | | |
| WQ Monitoring Equipment & Instruments | 110,000 | | | | | | 110,000 |
| Flood Forecasting Warning Hardware and Gauges | | 190,000 | | | | | 190,000 |
| Flood Control Structures-Major Maintenance | | | 1,500,000 | | | | 1,500,000 |
| Conservation Areas Capital Projects | | | | | 2,000,000 | | 2,000,000 |
| Net IT/MP Capital Spending not allocated to Departments | | | | | | 779,000 | 779,000 |
| TOTAL EXPENSE | 110,000 | 190,000 | 1,500,000 | - | 2,000,000 | 779,000 | 4,579,000 |
| Funding | | | | | | | |
| Prov & Federal Govt | | | 700,000 | | | | 700,000 |
| Self Generated | | | | | 1,500,000 | | 1,500,000 |
| Funding from Reserves | 75,000 | 25,000 | 50,000 | | 500,000 | 779,000 | 1,429,000 |
| TOTAL FUNDING | 75,000 | 25,000 | 750,000 | - | 2,000,000 | 779,000 | 3,629,000 |
| Net Funded by General CAPITAL Levy | 35,000 | 165,000 | 750,000 | - | - | - | 950,000 |

Budget 2022

| | Water Resources Planning & Environment | FFW | Flood Control Expenses | Conservation Land Management (Sch 4) | Conservation Areas | Corporate Services | BUDGET TOTAL |
|---|--|----------------|---------------------------|--|-----------------------|-----------------------|------------------|
| Expenses: | | | | | | | |
| WQ Monitoring Equipment & Instruments | 110,000 | | | | | | 110,000 |
| Flood Forecasting Warning Hardware and Gauges | | 190,000 | | | | | 190,000 |
| Flood Control Structures-Major Maintenance | | | 2,200,000 | | | | 2,200,000 |
| Conservation Areas Capital Projects | | | | | 2,000,000 | | 2,000,000 |
| Net IT/MP Capital Spending not allocated to Departments | | | | | | 602,000 | 602,000 |
| TOTAL EXPENSE | 110,000 | 190,000 | 2,200,000 | - | 2,000,000 | 602,000 | 5,102,000 |
| Funding | | | | | | | |
| Prov & Federal Govt | | | 1,110,000 | | | | 1,110,000 |
| Self Generated | | | | | 1,200,000 | | 1,200,000 |
| Funding from Reserves | 75,000 | 25,000 | 340,000 | | 800,000 | 602,000 | 1,842,000 |
| TOTAL FUNDING | 75,000 | 25,000 | 1,450,000 | - | 2,000,000 | 602,000 | 4,152,000 |
| Net Funded by General CAPITAL Levy | 35,000 | 165,000 | 750,000 | - | - | - | 950,000 |

ACTUAL 2021 - CAPITAL

| | Water Resources Planning & Environment | FFW | Flood Control Expenses | Conservation Land Management (Sch 4) | Conservation Areas | Corporate Services | ACTUAL TOTAL |
|---|--|----------------|---------------------------|--|-----------------------|-----------------------|------------------|
| Expenses: | | | | | | | |
| WQ Monitoring Equipment & Instruments | 49,233 | | | | | | 49,233 |
| Flood Forecasting Warning Hardware and Gauges | | 476,563 | | | | | 476,563 |
| Flood Control Structures-Major Maintenance | | | 1,267,010 | | | | 1,267,010 |
| Conservation Areas Capital Projects | | | | | 533,606 | | 533,606 |
| Net IT/MP Expenses in excess of chargebacks | | | | | | (175,542) | (175,542) |
| TOTAL EXPENSE | 49,233 | 476,563 | 1,267,010 | - | 533,606 | (175,542) | 2,150,870 |
| Funding | | | | | | | |
| Prov & Federal Govt | | 200,000 | 619,331 | | | | 819,331 |
| Self Generated | | | | | 533,606 | 1,140 | 534,746 |
| Funding from Reserves | | 16,858 | | | | (176,682) | (159,824) |
| TOTAL FUNDING | - | 216,858 | 619,331 | - | 533,606 | (175,542) | 1,194,253 |
| Net Funded by General CAPITAL Levy | 49,233 | 259,705 | 647,679 | - | - | - | 956,617 |

SECTION C

SPECIAL PROJECTS

SECTION C – SPECIAL PROJECTS

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as the Source Protection Planning Program. External funding is received to undertake these projects.

The main project in this category is the provincial Source Protection Planning Program under the *Clean Water Act, 2006*. Plan development work commenced in 2004, with plan implementation starting in 2015. Work includes research and studies related to the development and updates of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. The focus in 2022 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, floodplain mapping projects, subwatershed study, waste water optimization project, trail development, and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2023

| EXPENDITURES | ACTUAL 2021 | BUDGET 2022 | BUDGET 2023 |
|---|------------------|------------------|------------------|
| Subwatershed Plans - City of Kitchener | 67,118 | 80,000 | 80,000 |
| Dunnville Fishway Study | - | - | - |
| Waste Water Optimization Program | 91,630 | 130,000 | 130,000 |
| Floodplain Mapping | 155,567 | 575,000 | - |
| RWQP - Capital Grants | 637,503 | 800,000 | 800,000 |
| Brant/Brantford Children's Water Festival | 228 | - | 35,000 |
| Haldimand Children's Water Festival | 0 | - | 25,000 |
| Species at Risk | 79,121 | 40,000 | 70,000 |
| Ecological Restoration | 91,142 | 100,000 | 100,000 |
| AGGP-UofG Research Buffers | 15,268 | - | - |
| Great Lakes Agricultural Stewardship Initiative | 1,711 | - | - |
| Precision Agriculture-OMFRA | 41,572 | 70,000 | - |
| Great Lakes Protection Initiative | 39,220 | 100,000 | - |
| Nature Smart Climate Solutions | - | - | 75,000 |
| Profit Mapping | - | - | 85,000 |
| Trails Capital Maintenance | 38,154 | 240,000 | - |
| Emerald Ash Borer | 238,306 | - | - |
| Lands Mgmt - Land Purchases/Land Sale Expenses | 27,814 | - | - |
| Guelph Lake Nature Centre | 12,480 | 500,000 | 500,000 |
| Total SPECIAL Projects 'Other' | 1,536,834 | 2,635,000 | 1,900,000 |
| Source Protection Program | 569,655 | 640,000 | 640,000 |
| Total SPECIAL Projects Expenditures | 2,106,489 | 3,275,000 | 2,540,000 |
| SOURCES OF FUNDING | | | |
| Provincial Grants for Source Protection Program | 569,655 | 640,000 | 640,000 |
| OTHER GOVT FUNDING | 1,056,112 | 1,610,000 | 1,240,000 |
| SELF-GENERATED | 128,980 | 840,000 | 660,000 |
| FUNDING FROM/(TO) RESERVES | 351,742 | 185,000 | - |
| Total SPECIAL Funding | 2,106,489 | 3,275,000 | 2,540,000 |

Item 6.1

2023 TAX OPERATING BUDGET UPDATE
GENERAL ISSUES COMMITTEE



2023 Tax Operating Budget Update Agenda

1. 2023 Preliminary Tax Supported Budget Update
2. Council Referred Items
3. Business Cases
4. Other Budget Amendments
5. Next Steps



2023 Tax Operating Budget Update

2023 Net Operating Budget – Current Position

| (\$000's) | 2022 | | 2023 | | | | |
|---|----------------|------------------|--------------------------|-------------|------------------|----------------------|--------------|
| | Restated | Budget Book | Budget Book vs. Restated | | Current | Current vs. Restated | |
| Planning and Economic Development | 31,769 | 33,407 | 1,638 | 5.2% | 33,407 | 1,638 | 5.2% |
| Healthy and Safe Communities | 267,989 | 294,957 | 26,968 | 10.1% | 301,605 | 33,616 | 12.5% |
| Public Works | 278,499 | 294,233 | 15,734 | 5.6% | 293,486 | 14,987 | 5.4% |
| Legislative | 5,283 | 5,530 | 247 | 4.7% | 6,131 | 848 | 16.0% |
| City Manager | 13,689 | 14,498 | 808 | 5.9% | 14,498 | 808 | 5.9% |
| Corporate Services | 39,667 | 42,775 | 3,108 | 7.8% | 42,775 | 3,108 | 7.8% |
| Corporate Financials / Non Program Revenues | (30,546) | (26,156) | 4,390 | (14.4)% | (18,168) | 12,378 | (40.5)% |
| Hamilton Entertainment Facilities | 2,338 | 150 | (2,188) | (93.6)% | 150 | (2,188) | (93.6)% |
| Total City Expenditures | 608,689 | 659,395 | 50,706 | 8.3% | 673,884 | 65,195 | 10.7% |
| Hamilton Police Services | 183,543 | 189,834 | 6,291 | 3.4% | 193,596 | 10,053 | 5.5% |
| Other Boards and Agencies | 49,530 | 51,345 | 1,816 | 3.7% | 51,346 | 1,817 | 3.7% |
| City Enrichment Fund | 6,088 | 6,088 | 0 | 0.0% | 6,718 | 629 | 10.3% |
| Total Boards and Agencies | 239,161 | 247,268 | 8,107 | 3.4% | 251,660 | 12,499 | 5.2% |
| Capital Financing | 145,688 | 154,977 | 9,289 | 6.4% | 154,977 | 9,289 | 6.4% |
| Total Net for Levy | 993,538 | 1,061,640 | 68,102 | 6.9% | 1,080,521 | 86,983 | 8.8% |
| Assessment Growth Assumption | | | | 1.0% | | | 1.6% |
| Total Residential Tax Impact | | | | 5.4% | | | 6.8% |

2023 Tax Operating Budget Update Current Position

| | NET LEVY ADJUSTMENT (\$) | NET LEVY ADJUSTMENT (%) |
|--|--------------------------------|---|
| PRELIMINARY BUDGET | \$ 55,730,630 | 5.6% |
| Department Description | | |
| APPROVED AMENDMENTS: | | |
| H&SC Arkledun Loan Repayment (Motion - Dec. 7, 2022 Council HSC22047)) | (283,000) | (0.0)% |
| ADJUSTED PRELIMINARY BUDGET | \$ 55,447,630 | 5.6% |
| PENDING AMENDMENTS: | | |
| B&A To align Boards & Agencies Budgets with Board Approvals | 1,562,753 | 0.2% |
| LEG Volunteer Advisory Committees | 512 | 0.0% |
| Corp Fin Living Wage Update (HUR20003(b) / FCS20013(b)) | 353,600 | 0.0% |
| PW Blue Box Program (increase in Resource Productivity and Recovery Authority subsidy) | (747,464) | -0.1% |
| BUSINESS CASES | 7,339,300 | 0.7% |
| COUNCIL REFERRED ITEMS | 23,026,453 | 2.3% |
| TOTAL NET LEVY REQUIREMENT | \$ 86,982,784 | 8.8% |
| AVERAGE RESIDENTIAL TAX IMPACT (Inclusive of Above) | | RESIDENTIAL TAX IMPACT (%) |
| Municipal Services | | 7.9% |
| Assessment Growth | | (1.6)% |
| Property Class Restrictions | | 0.5% |
| Education | | 0.0% |
| AVERAGE RESIDENTIAL TAX IMPACT | | 6.8% |

2023 Tax Operating Budget Update Preliminary vs Current

| 2023 Tax Budget | Budget Stage | Levy Increase \$ | Total Residential Tax Impact % |
|-----------------------|---------------------------|---------------------|--------------------------------------|
| | Outlook (August) | 80,863,154 | 6.9% |
| | Preliminary (Budget Book) | 68,102,057 | 5.4% |
| | Current Forecast* | 86,982,784 | 6.8% |

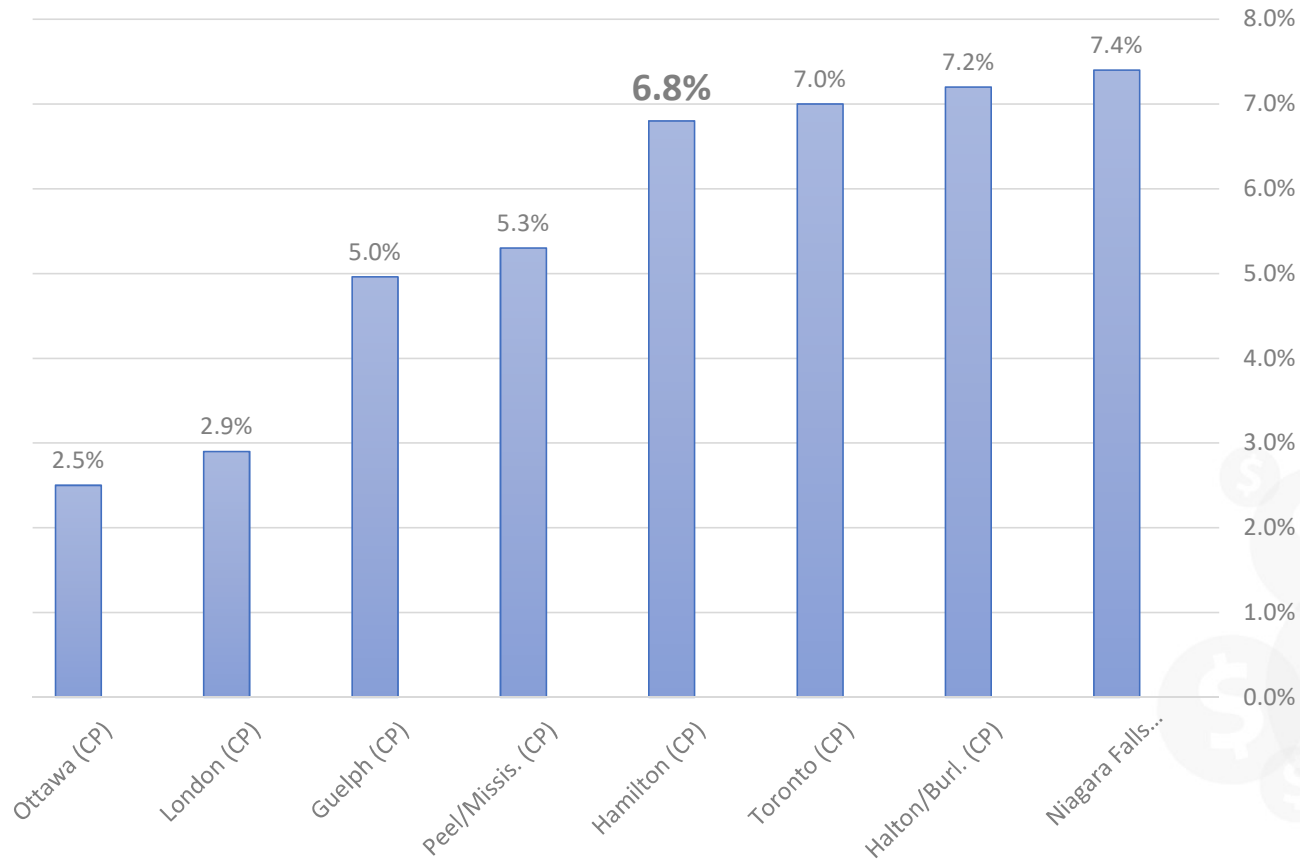
* Note: Current forecast is inclusive of all amending items included projected assessment growth, the updated education rate and net levy restrictions, as well as pending Council Referred Items, Business Cases and other budget adjustments

2023 Tax Operating Budget Update

2023 Residential Tax Impacts Comparators

T = Targeted
CP = Current Position
A = Approved

**Note: West Lincoln,
 Haldimand County,
 Windsor are
 pending**



2023 Tax Operating Budget Update 2023 Council Referred Items

- Items previously considered at Council and referred to the budget process for further discussion.
- 25 council referred items:

| Department | # of Council Referred Items | Gross (\$) | Net (\$) | FTE |
|-------------------------------------|-----------------------------|-------------------|-------------------|--------------|
| Planning & Economic Development | 6 | 532,700 | 510,700 | 2.75 |
| Healthy and Safe Communities | 10 | 13,206,400 | 9,256,400 | - |
| Public Works | 1 | 1,117,900 | 1,117,900 | 10.00 |
| Corporate Services | 4 | 772,100 | 772,100 | 7.00 |
| City Manager | 1 | 200,000 | 200,000 | 2.00 |
| Other | 3 | TBD | TBD | TBD |
| Total Council Referred Items | 25 | 26,398,453 | 23,026,453 | 21.75 |

- Average residential tax impact of 2.09%

2023 Tax Operating Budget Update 2023 Council Referred Items

| FORM # | DIVISION | DESCRIPTION | 2023 IMPACT | | |
|--|------------------------------------|---|-------------------|-------------------|-------------|
| | | | \$ GROSS | \$ NET | FTE Impact |
| Planning & Economic Development | | | | | |
| 1.1 | General Manager PED | Annual Support for Bay Area Climate Change Office (CM22016/PED22058(a)/HSC22030(a)). | \$ 160,000 | \$ 160,000 | - |
| 1.2 | General Manager PED | New Project Manager for Climate Change Office (CM22016/PED22058(a)/HSC22030(a)). | \$ 71,700 | \$ 71,700 | 1.00 |
| 1.3 | General Manager PED | New Senior Project Manager for Climate Change Office (CM22016/PED22058(a)/HSC22030(a)). | \$ 79,800 | \$ 79,800 | 1.00 |
| 1.4 | Tourism & Culture | Canada Day Event (CM21014) | \$ 150,300 | \$ 128,300 | 0.25 |
| 1.5 | Licensing & By-Law Services | Nuisance Party By-Law (PED22156) | \$ 70,900 | \$ 70,900 | 0.50 |
| 1.6 | Transportation, Planning & Parking | Accelerating the Implementation of the Cycling Master Plan (Motion - GIC Jan. 20, 2023) | TBD | TBD | TBD |
| Planning & Economic Development Total | | | \$ 532,700 | \$ 510,700 | 2.75 |

2023 Tax Operating Budget Update 2023 Council Referred Items

| FORM # | DIVISION | DESCRIPTION | 2023 IMPACT | | |
|---|-----------------------------------|--|----------------------|---------------------|------------|
| | | | \$ GROSS | \$ NET | FTE Impact |
| Healthy & Safe Communities | | | | | |
| 2.1 | Children's and Community Services | Hamilton's Plan for an Age-Friendly Community (HSC22031) | \$ 10,000 | \$ 10,000 | - |
| 2.2 | Housing Services | Social Housing Providers at End of Mortgage (HSC22040) | \$ 1,100,000 | \$ 1,100,000 | - |
| 2.3 | Housing Services | Subsidy Request for Rapid Housing Initiative New Developments (HSC20056(a)) | \$ 125,000 | \$ 125,000 | - |
| 2.4 | Housing Services | Adaptation and Transformation of Housing Services Post Pandemic (HSC20020(f)) | \$ 649,700 | \$ 649,700 | - |
| 2.5 | Housing Services | Shelters Cost of Living Enhancement (Homelessness Prevention Program (HSC20020(f)) | \$ 546,700 | \$ 546,700 | - |
| 2.6 | Housing Services | Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) | \$ 100,000 | \$ 100,000 | - |
| 2.7 | Housing Services | Affordable Housing Funding Program (HSC23003) | \$ 4,000,000 | \$ 4,000,000 | - |
| 2.8 | Housing Services | Cold Alert Response (Motion - ECS Dec. 1, 2022) | \$ 125,000 | \$ 125,000 | - |
| 2.9 | Housing Services | Funding for YWCA Hamilton (Motion - ECS Dec. 1, 2022) | \$ 6,550,000 | \$ 2,600,000 | - |
| 2.10 | Public Health | Alcohol, Drug & Gambling Services and Community Mental Health Promotion Program (BOH22012(b) as amended) | TBD | TBD | TBD |
| Healthy & Safe Communities Total | | | \$ 13,206,400 | \$ 9,256,400 | - |

2023 Tax Operating Budget Update 2023 Council Referred Items

| FORM # | DIVISION | DESCRIPTION | 2023 IMPACT | | |
|---------------------------------|------------------------------------|--|---------------------|---------------------|--------------|
| | | | \$ GROSS | \$ NET | FTE Impact |
| Public Works | | | | | |
| 3.1 | PW-General Administration | Corporate Asset Management Resource Requirements (PW22048) | \$ 1,117,900 | \$ 1,117,900 | 10.00 |
| Public Works Total | | | \$ 1,117,900 | \$ 1,117,900 | 10.00 |
| Corporate Services | | | | | |
| 4.1 | City Clerk's Office | Election Expense Reserve for Internet Voting Consideration for 2026 Municipal Election (FCS20081(a)) | \$ 153,800 | \$ 153,800 | - |
| 4.2 | City Clerk's Office | Records & Information Management Policy (FCS22057) | \$ 184,000 | \$ 184,000 | 2.00 |
| 4.3 | City Clerk's Office | Virtual Meeting Support (FCS21058) | \$ 175,000 | \$ 175,000 | 2.00 |
| 4.4 | Legal Services and Risk Management | Implement Bill 13 and Bill 109 (PED22112) | \$ 259,300 | \$ 259,300 | 3.00 |
| Corporate Services Total | | | \$ 772,100 | \$ 772,100 | 7.00 |

2023 Tax Operating Budget Update 2023 Council Referred Items

| FORM # | DIVISION | DESCRIPTION | 2023 IMPACT | | |
|---------------------------|----------------------------------|---|----------------------|----------------------|--------------|
| | | | \$ GROSS | \$ NET | FTE Impact |
| City Manager | | | | | |
| 5.1 | Government & Community Relations | Public Engagement Policy & Framework (CM21011) | \$ 200,000 | \$ 200,000 | 2.00 |
| City Manager Total | | | \$ 200,000 | \$ 200,000 | 2.00 |
| Other | | | | | |
| 6.1 | Administration CEF | City Enrichment Fund (Motion - AF&A June 2, 2022) | ITEM 7.4 | ITEM 7.4 | ITEM 7.4 |
| 6.2 | Legislative | Increase to Councillors' Office Budgets (Motion - Council Dec. 7, 2022) | \$ 600,000 | \$ 600,000 | - |
| 6.3 | Corp Fin | Recruitment and Retention (HUR23002) | TBD | TBD | TBD |
| Other Total | | | \$ 600,000 | \$ 600,000 | - |
| Grand Total | | | \$ 26,398,453 | \$ 23,026,453 | 21.75 |

2023 Tax Operating Budget Update 2023 Business Cases

- 20 business cases for consideration in the 2023 budget process:

| Department | # of Business Cases Submitted | Gross (\$) | Net (\$) | FTE |
|---------------------------------|-------------------------------|------------------|------------------|--------------|
| Planning & Economic Development | 2 | 279,520 | - | 2.00 |
| Healthy and Safe Communities | 6 | 7,077,800 | 6,799,100 | 40.00 |
| Public Works | 8 | 720,600 | 171,900 | 11.00 |
| Corporate Services | 4 | 368,300 | 368,300 | 6.00 |
| Total Business Cases | 20 | 8,446,220 | 7,339,300 | 59.00 |

- Average residential tax impact of 0.67%

2023 Tax Operating Budget Update 2023 Business Cases

| FORM # | DIVISION | SERVICE / PROGRAM | DESCRIPTION | 2023 IMPACT | | |
|--|-----------------------------------|------------------------------|---|---------------------|---------------------|--------------|
| | | | | \$ GROSS | \$ NET | FTE Impact |
| Planning & Economic Development | | | | | | |
| 1.1 | Economic Development | Real Property Management | Chief Real Estate Officer conversion from temporary to permanent | \$ 195,700 | \$ - | 1.00 |
| 1.2 | Tourism & Culture | Cultural Development | Film Production Facilitation | \$ 83,820 | \$ - | 1.00 |
| Planning & Economic Development Total | | | | \$ 279,520 | \$ - | 2.00 |
| Healthy & Safe Communities | | | | | | |
| 2.1 | Children's and Community Services | Child Care System Management | Manager, Canada Wide Early Learning Child Care | \$ 178,700 | \$ - | 1.00 |
| 2.2 | Children's and Community Services | Community Engagement | Indigenous Strategy | \$ 584,000 | \$ 484,000 | 4.00 |
| 2.3 | Hamilton Fire Department | Hamilton Fire Department | Hamilton Fire Department - Volunteer Staffing/Headcount Enhancement | \$ - | \$ - | - |
| 2.4 | Hamilton Paramedic Service | Hamilton Paramedic Service | Hamilton Paramedic Service - Ambulance Enhancement - Call Growth | \$ 1,228,600 | \$ 1,228,600 | 10.00 |
| 2.5 | Hamilton Paramedic Service | Hamilton Paramedic Service | Hamilton Paramedics-Ambulance Enhancement-Response Times & Current Demand | \$ 3,081,800 | \$ 3,081,800 | 25.00 |
| 2.6 | Long Term Care | Long-Term Care | 2023 Long Term Care - Covid costs | \$ 2,004,700 | \$ 2,004,700 | - |
| Healthy & Safe Communities Total | | | | \$ 7,077,800 | \$ 6,799,100 | 40.00 |

2023 Tax Operating Budget Update 2023 Business Cases

| FORM # | DIVISION | SERVICE / PROGRAM | DESCRIPTION | 2023 IMPACT | | |
|---------------------------|-----------------------------|---------------------------|--|-------------------|-------------------|--------------|
| | | | | \$ GROSS | \$ NET | FTE Impact |
| Public Works | | | | | | |
| 3.1 | Energy Fleet and Facilities | Facilities Management | THF Post Event Increase Service Level | \$ 125,600 | \$ 125,600 | 1.00 |
| 3.2 | Energy Fleet and Facilities | Fleet Services Management | Green Fleet Planning | \$ 46,300 | \$ 46,300 | 1.00 |
| 3.3 | Engineering Services | Engineering Services | Roads Value for Money Audit Recommendations | \$ 199,500 | \$ - | 4.00 |
| 3.4 | Engineering Services | Engineering Services | Request for additional staff resources for Structures | \$ 70,900 | \$ - | 1.00 |
| 3.5 | Engineering Services | Engineering Services | Contracts Coordinator | \$ 55,600 | \$ - | 1.00 |
| 3.6 | Engineering Services | Engineering Services | Project Manager Excess Soils | \$ 70,900 | \$ - | 1.00 |
| 3.7 | Engineering Services | Engineering Services | Quality Management System (QMS) Staff within Engineering Services | \$ 80,900 | \$ - | 1.00 |
| 3.8 | Engineering Services | Engineering Services | Request for additional staff resources for Municipal Class Environmental Assessments | \$ 70,900 | \$ - | 1.00 |
| Public Works Total | | | | \$ 720,600 | \$ 171,900 | 11.00 |

2023 Tax Operating Budget Update 2023 Business Cases

| FORM # | DIVISION | SERVICE / PROGRAM | DESCRIPTION | 2023 IMPACT | | |
|---------------------------------|------------------------------------|------------------------------|------------------------|---------------------|---------------------|--------------|
| | | | | \$ GROSS | \$ NET | FTE Impact |
| Corporate Services | | | | | | |
| 4.1 | City Clerk's Office | Citizen and Customer Service | FOI Administration | \$ 50,000 | \$ 50,000 | - |
| 4.2 | Information Technology | Information Technology | Additional FTEs for IT | \$ - | \$ - | 2.00 |
| 4.3 | Information Technology | Information Technology | IT Security FTE | \$ 159,300 | \$ 159,300 | 2.00 |
| 4.4 | Legal Services and Risk Management | Legal Services | Legal Taxation Support | \$ 159,000 | \$ 159,000 | 2.00 |
| Corporate Services Total | | | | \$ 368,300 | \$ 368,300 | 6.00 |
| Grand Total | | | | \$ 8,446,220 | \$ 7,339,300 | 59.00 |

2023 Tax Operating Budget Update Other Budget Amendments

PENDING AMENDMENTS FOR COUNCIL CONSIDERATION:

1. TO ALIGN TO BOARD APPROVAL OF EXTERNAL AGENCIES BUDGETS:

- Hamilton Police Service **\$3,762,008**
- Hamilton Conservation Authority **\$300,000** (one-time)
- Municipal Property Assessment Corporation (MPAC) **(\$286,041)**
- Royal Botanical Gardens **(\$13,214)**
- Removal of Boards & Agencies Contingency **(\$2,200,000)**
- Total = **\$1,562,753**

2. BLUE BOX PROGRAM: **(\$747,464)**

3. VOLUNTEER ADVISORY COMMITTEE BUDGETS: **\$512 (SEPARATE AGENDA ITEM)**

4. LIVING WAGE UPDATE (HUR20003(b)): **\$353,600 (SEPARATE AGENDA ITEM)**



2023 Tax Operating Budget Update Next Steps



| Item | Date |
|---|----------------------------------|
| Tax Supported Operating Budget Deliberations | February 21 and March 1, 3, 2023 |
| Tax Supported Operating Budget Council Approval | March 29, 2023 |



THANK YOU



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Transportation Planning and Parking Division
and
Licensing and By-law Services Division

| | |
|---------------------------|---|
| TO: | Mayor and Members General Issues Committee |
| COMMITTEE DATE: | February 7, 2023 |
| SUBJECT/REPORT NO: | 2022 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) (Outstanding Business List Item) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | James Buffett (905) 546-2424 Ext. 3177 Ben Spsychaj (905) 546-2424 Ext. 7706 |
| SUBMITTED BY: | Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department |
| SIGNATURE: |  |
| SUBMITTED BY: | Monica Ciriello Director, Licensing and Bylaw Services Planning and Economic Development Department |
| SIGNATURE: |  |

RECOMMENDATION

- (a) That five Permanent Parking Control Officer Full-time Employees (FTEs) (with all associated costs) be referred to the 2023 Budget process to continue to support Waterfall and Special Enforcement Sites while enhancing overall service delivery to the entire City of Hamilton with a net cost of \$0;
- (b) That staff investigate, in collaboration with Human Resources, the enhancement of Parking Enforcement Services to a full seven-day service week;

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 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) - Page 2 of 7

- (c) That Municipal Law Enforcement staff be directed to discontinue operations for Hamilton Conservation Authority owned Waterfall site but continue routine assessment and program delivery to City-owned Waterfall sites;
- (d) That the dedicated Municipal Law and Parking Enforcement in Waterfall areas pilot program be discontinued and carried out on an as needed basis;
- (e) That the Waterfall multi-disciplinary working group move forward with collaboration on an as needed operational basis;
- (f) That the matter respecting Item 20-B, Increased Visitors to Waterfalls and the completion of a comprehensive traffic management plan for this area be identified as complete and removed from the Planning Committee Outstanding Business List.

EXECUTIVE SUMMARY

In 2020/2021, staff provided increased Municipal Law Enforcement (MLE) 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.

In February 2022, staff felt it prudent to defer the Business Case to the 2023 Budget, in order to be able to better assess the financial viability and overall effectiveness of increased enforcement in Waterfall areas under normal conditions (i.e. a 'non-pandemic').

With the enhancement of additional MLE, part-time Parking Control Officers (PCO) and the use of overtime allocation, staff were able to maintain a presence in the Waterfall Special Enforcement Areas (SEA) to continue increased by-law compliance. 2022 saw a decrease in issued MLE related charges as well as a plateauing of parking penalties which is indicative of an enforcement threshold being met.

With the increased compliance from the public at Hamilton Conservation Authority (HCA) waterfall sites for MLE matters, MLE will continue to provide service as needed to City-owned basis within current staffing resources. An enhancement of five permanent PCOs will not only allow for ongoing attention to these SEAs but will be able to assist with enhanced service delivery throughout the rest of the City of Hamilton on a day-to-day basis.

Alternatives for Consideration – See Page 6

SUBJECT: 2022 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) - Page 3 of 7

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: \$490,000 gross cost to Transportation Planning and Parking (All-in-cost for five FTE and two vehicles); with a net cost of \$0.

Staffing: Five permanent FTE (Parking Control Officer).

Legal: N/A

HISTORICAL BACKGROUND

At the January 28, 2021 General Issues Committee (Budget) meeting, the following Motion was approved:

WHEREAS, City Council, at its March 27, 2019 meeting, approved the creation of a multi-disciplinary working group to conduct a comprehensive, multi-faceted investigation of public safety and the negative impacts to the Greensville and Dundas neighbourhoods associated with the increase in visitors to Webster and Tews Falls and the Dundas Peak;

WHEREAS, this multi-disciplinary working group continues to meet regularly and in consultation with the Ward 13 Councillor, to troubleshoot the continuing problems in residential areas in the vicinities of Webster and Tews Falls and the Dundas Peak;

WHEREAS, the Hamilton Conservation Authority's shuttle-bus operation was suspended during 2020, due to the COVID-19 pandemic;

WHEREAS, despite many City Council approved regulations and increased fines, regular enforcement, and other improvement measures being enacted/conducted, as well as a reservation system being tested by the Hamilton Conservation Authority, increased visitors to Webster and Tews Falls and the Dundas Peak continue to have negative impacts on area residents;

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:

SUBJECT: 2022 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) - Page 4 of 7

- (i) by adding 2 Temporary FT Municipal Law Enforcement Officers; and,
 - (ii) 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; be approved; and,
- (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., 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.

At the February 10, 2022 General Issue Committee (Budget) meeting, the following was approved:

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,

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 \$361,190, to be funded from the Tax Stabilization Reserve (Account # 110046).

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(S)

To date, 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 and other bylaw related offences.

SUBJECT: 2022 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) - Page 5 of 7

A historical summary of the financial impacts of increased Waterfalls SEA efforts is summarized in Exhibit 1 below. Over the course of 2021 and 2022, an average of \$395,872 in parking penalties were issued and an average of \$1,300 in MLE related penalties were issued. It is noted that, in many cases, MLE matters were resolved through on-site education and thus did not result in an issuance of penalties.

In 2021 and 2022, the “extra” revenues collected through these penalties continued to help offset significant impacts of COVID-19. Overall, Hamilton Municipal Parking System (HMPS) revenue from parking penalties was still low from pre-pandemic comparison. Therefore, while the Waterfalls enforcement resulted in “extra” revenues in 2021/2022, they did not translate into an operating surplus for HMPS and Licensing and By-law Services (LBS) that could be used to continue the funding of enhanced Waterfall SEA efforts. Moreover, due to the legislative amendments related to Plate Denial and Provincial License Plate Program, the amount of outstanding revenues has further impacted the operating budget utilized for enhanced Waterfalls enforcement.

In addition, the HCA has aided enforcement efforts through a reservation system, barrier enhancements to sites, parking capital project improvements, hiring a Special Constable, and public communications which have all lead to a measurable increase in compliance.

Exhibit 1: 2021/2022 Waterfalls Special Enforcement Area Enhanced Enforcement

| Revenue/Expenditure | 2021 | 2022 | 2021-2022 Total | Annual (2 Year) Average |
|-----------------------------------|---------------------|---------------------|------------------------|--------------------------------|
| Issued Parking Penalties* | \$502,105 | \$289,640 | \$791,745 | \$395,872.50 |
| Parking Overtime (OT) | \$161,946 | \$95,529 | \$257,475 | \$128,737.50 |
| Parking PT Staffing Cost (Actual) | \$105,164.46 | \$49,933.91 | \$155,098.37 | \$77,549.19 |
| Issued MLE Penalties (\$) | \$1,575 | \$1,025 | \$2,600 | \$1,300 |
| MLE Staffing (Actual) | \$140,935.09 | \$113,254.67 | \$254,189.76 | \$127,094.88 |
| Net** | +\$95,634.45 | +\$31,947.42 | +\$127,581.87 | +\$63,790.94 |

*Issued Parking Penalties is issued value not collected revenue as collection of monies owed can be delayed.

** This figure is representative of the Pilot Project itself and not overall Departmental Budget

Analysis of the past two years in comparison to the previous years linked to program and service enhancements through the collaboration of the Waterfall Multi-disciplinary Working Group indicates a threshold has been met for enforcement efforts. Ongoing mitigation through the recommended enhancement of Parking Enforcement FTEs and existing LBS operational capacity can react and address present Waterfall SEA

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SUBJECT: 2022 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) - Page 6 of 7

concerns. A four-year summary utilizing parking penalties issued within increase penalty amount areas (SEAs) is below in Exhibit 2. Despite having four active areas with increased parking penalty amounts in 2022 compared to one in 2019, the issuance rate has dropped below that of 2019.

Exhibit 2: 2019-2022 Waterfall Special Enforcement Area Penalty Issuance

| Penalty | 2019 | 2020 | 2021 | 2022 |
|----------------|-------------|-------------|-------------|-------------|
| Parking (SEA) | 976 | 1,579 | 1,587 | 781 |

As an added benefit, if the above enhancement recommendations are approved, these five PCO FTEs can assist with addressing year over year calls for service increases. 2015-2019 saw a 57% increase in parking enforcement calls for service. There was a decrease in calls for service during the COVID-19 pandemic due to relaxed enforcement strategies; however, 2022 saw a return to pre-pandemic levels. Additional Parking staff would directly correlate to a reduction in response time for all calls for service and increases in proactive patrol.

Over and above the ability to enhance services provided to residents, staff recommend investigating with Human Resources possible staffing schedule variations to provide routine parking enforcement services seven days a week. Currently Sundays from 5:45 a.m. to 10:00 p.m. is without regular parking enforcement services and qualitative observations infer that this is an opportunity for improvement. Not to mention the prospect for developments to revenue generation in paid parking operations.

With the increased service, as outlined above, the financial impact is optimistic with an estimated annual net positive revenue impact from each FTE of \$75,000 (All-in FTE Cost in comparison to issued penalty revenue). This is a conservative analysis utilizing 25th percentile from actual issued revenue data from all PCOs.

ALTERNATIVES FOR CONSIDERATION

Council could return to historical service provision for the Waterfall SEAs without any enhanced enforcement by way of existing staff additional shift overtime allocation or additional FTEs.

Council could direct staff to maintain seasonal part-time FTEs to address parking concerns around Waterfall SEAs without the added benefits of service enhancements for the rest of the City of Hamilton.

SUBJECT: 2022 Council Referred Business Case – Waterfalls and Special Areas Enforcement (PED18011(d)) (City Wide) - Page 7 of 7

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Economic Prosperity and Growth

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

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

N/A



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Human Resources Division
and
CORPORATE SERVICES DEPARTMENT
Financial Planning, Administration and Policy Division

| | |
|---------------------------|--|
| TO: | Mayor and Members General Issues Committee |
| COMMITTEE DATE: | February 7, 2023 |
| SUBJECT/REPORT NO: | Living Wage (HUR20003(b)/FCS20013(b)) (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: | Lora Fontana Executive Director Human Resources |
| SIGNATURE: |  |
| SUBMITTED BY: | Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department |
| SIGNATURE: |  |

RECOMMENDATIONS

- (a) That staff be directed to implement the Living Wage of \$19.05 per hour for School Crossing Guards and the non-union part-time casual employee group as follows:
- (i) Effective September 1, 2023, amend the hourly rate for School Crossing Guards from \$17.20 to \$19.05 per hour and update the salary schedule to reflect the new Living Wage rate;
 - (ii) Effective July 1, 2023, amend the hourly rates for positions in the non-union part-time casual employee group by updating the salary schedule for the first three grades (1EK, 1DI, 1DI) from \$17.20 to \$19.05 per hour and applying the same percentage increase to the rest of the non-union, part-time casual salary schedule to maintain internal equity in accordance with the City of Hamilton compensation policy and practices;

SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 2 of 12

- (b) That staff be directed to maintain the unionized full-time summer student classifications at their existing rates whereby outside unionized student workers continue to earn \$16.00 per hour with a \$0.95 shift premium for afternoon and weekend work and inside unionized student workers continue to earn a minimum \$16.00 per hour and up to \$19.773 per hour. As these positions fall under CUPE 5167, the rates are subject to the collective bargaining process;
- (c) That staff be directed to maintain the non-union full-time summer student classifications at their existing rates of \$17.20 per hour (previous Living Wage rate). These rates can be adjusted separately by the department should attraction and retention become an issue;
- (d) That staff be directed to bring forward a report to Council for approval should there be any future changes to the Living Wage rate prior to implementation, in order to consider budget impacts and to assess the effects on the City's internal compensation system.

EXECUTIVE SUMMARY

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.

On March 20, 2020, Council approved the implementation of the updated 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 the wage rate be adjusted annually to reflect the cost of living.

On March 30, 2022, Council approved the implementation of the updated Living Wage rate of \$17.20 per hour for three employee groups: City of Hamilton School Crossing Guards, non-union part-time casual employee group and non-union full-time summer student group. Unionized outside full-time summer students were approved for a \$1.00 per hour wage enhancement due to attraction and retention issues and a shift premium of \$0.95 per hour for afternoon and weekend work.

The following provides an update on the Living Wage rate (which was recently increased by 10.8% to \$19.05 per hour by the Ontario Living Wage Network and provides recommendations related to the adoption of the Living Wage rate for the City of Hamilton's School Crossing Guards and non-union part-time casual employee group. An increase for the non-union full-time summer student and unionized full-time summer student classifications are not being recommended at this time as these positions are both seasonal and do not meet the definition used by the Ontario Living Wage Network to calculate Living Wage.

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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 3 of 12

In late 2022, 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 by 10.8% from \$17.20 to \$19.05 per hour. All full-time City of Hamilton employees currently earn above the new Living Wage rate (with the exception of full-time summer students).

The costing and analysis used to determine this Living Wage was updated in late 2021 to reflect Living Wages based on the weighted average of costs for three different household or family types and what they would need to earn minimally to support their family unit: a family of four comprised of two adult earners aged 35 working full-time with two children aged seven and three; a single parent aged 35 with a child aged seven; and a single adult. This Living Wage rate does not factor in any considerations for savings, retirement planning or debt repayments.

As a result of the latest Living Wage rate increase to \$19.05 per hour, staff is recommending that:

- The hourly rate for School Crossing Guards be amended from \$17.20 to \$19.05 per hour effective September 1, 2023 and the salary schedule be updated to reflect the Living Wage rate (see Appendix “A” to Report HUR20003(b)/FCS20013(b)).
- The first three grades of the non-union part-time casual employee salary schedule (1EK, 1DI, 1DK) be updated effective July 1, 2023 to \$19.05 per hour and apply the same percentage increase to the rest of the non-union part-time casual salary schedule to maintain internal equity in accordance with the City of Hamilton compensation policy and practices. 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 (see Appendix “A” to Report HUR20003(b)/FCS20013(b)).
- Maintain the unionized full-time summer student classifications at their existing rates whereby outside unionized student workers continue to earn \$16.00 per hour with a \$0.95 shift premium for afternoon and weekend work and inside unionized student workers continue to earn a minimum of \$16.00 per hour and up to \$19.773 per hour. These full-time 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. This would result in no change to their salary schedule and is consistent in practice to how municipalities that adopted the Living Wage have handled student classifications. Also, these positions fall under CUPE 5167 and the rates are subject to the collective bargaining process.

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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 4 of 12

- Maintain the non-union full-time summer student classifications (summer recreation counsellors and swim attendants) at their existing rates of \$17.20 per hour since these 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. This would result in no change to the salary schedule and is consistent in practice to how municipalities that have adopted the Living Wage have handled student classifications. These rates can be adjusted by the department should attraction and retention become an issue.
- Staff to bring forward a report to Council for approval should there be any future changes to the Living Wage rate prior to implementation, in order to consider budget impacts and assess the effect on the City's internal compensation system.

Alternatives for Consideration – See Page 9**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The following outlines the costs associated with implementing the Living Wage of \$19.05 per hour for the following recommended employee groups.

Recommendation 1 - School Crossing Guards

The estimated annual cost to increase the hourly rate for School Crossing Guards from \$17.20 to \$19.05 per hour is illustrated in Table 1.

Table 1

| Recommendation 1 | \$19.05 per hour - 2023 Annualized Cost Impact | \$19.05 per hour – Effective Sept. 1, 2023 2023 Budget Impact |
|-------------------------|---|--|
| School Crossing Guards | \$160,500 | \$64,200 |

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

Recommendation 2 – Non-Union Part-Time Casual Staff

The estimated annual cost to adopt the Living Wage of \$19.05 per hour for non-union part-time casual staff is illustrated in the Table 2.

SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 5 of 12

Table 2

| Recommendation 2 | \$19.05 per hour – 2023 Annualized Cost Impact | \$19.05 per hour – Effective July 1, 2023 2023 Budget Impact |
|-------------------------|---|---|
| City of Hamilton | \$383,600 | \$191,800 |
| HPL | \$195,100 | \$97,600 |
| Total Cost | \$578,700 | \$289,400 |

Approximately 145.19 full-time equivalent (FTE) positions are affected.

Examples of positions within these grades include Dietary Aide, Inclusion Facilitator, Office Assistant and Community Health Worker. 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.

The total estimated annual cost from the above two recommended options is summarized in Table 3 for a total annualized cost impact of \$739,200.

Table 3

| Annualized Impact of All Recommendations | \$19.05 per hour - 2023 Annualized Cost Impact | \$19.05 per hour - 2023 Budget Impact |
|---|---|--|
| City of Hamilton School Crossing Guards | \$160,500 | \$64,200 |
| City of Hamilton Non-Union Part-Time Staff | \$383,600 | \$191,800 |
| COH Total Cost | \$544,100 | \$256,000 |
| HPL Non-Union Part-Time Staff | \$195,100 | \$97,600 |
| Hamilton Public Library Total Cost | \$195,100 | \$97,600 |
| Grand Total COH and HPL | \$739,200 | \$353,600 |

The following financial analysis should be considered.

The updated Living Wage rate for Hamilton is \$19.05 per hour, and the previous Living Wage rate for Hamilton was \$17.20 per hour, an increase of 10.8%.

SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 6 of 12

All costings were determined based on the 2023 budget prepared by program divisions.

Staffing: The increases provided to these groups would help to retain and attract staff.

Legal: N/A

HISTORICAL BACKGROUND

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.

On March 20, 2020, Council approved the implementation of the updated 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.

On March 30, 2022, Council approved the implementation of the updated Living Wage rate of \$17.20 per hour for three employee groups: City of Hamilton School Crossing Guards, non-union part-time casual employee group and non-union full-time summer student group. Unionized outside full-time summer students were approved for a \$1.00 per hour wage enhancement with a shift premium of \$0.95 per hour for afternoon and weekend work due to attraction and retention issues.

In accordance with the Ontario Living Wage Network, there are three defined levels used to characterize an Employer's status with respect to the implementation of Living Wage: Supporter; Leader; and Champion. The following three levels are defined below should organizations wish to obtain certification as a Living Wage employer:

“Supporter”

- All direct full-time employees are paid a Living Wage. The Employer is committed to begin raising the pay of all direct part-time employees to the Living Wage rate.

“Leader”

- All direct full-time and part-time employees are paid a Living Wage. The Employer is committed to including Living Wage to service contracts for externally contracted (third party) employees that provide service on a regular basis are paid a Living Wage.

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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 7 of 12

“Champion”

- All direct full-time and part-time employees are paid a Living Wage and all externally (third party) contracted staff that provide service on a regular basis are paid a Living Wage or the employer has signalled intent to re-contract at the Living Wage rate when the contract renews.

Based on the levels, the City of Hamilton fits into the “Supporter” level for Living Wage. Should Council wish to pursue certification, the City would need to determine which level of certification to apply for and submit an application to become a certified Living Wage employer. Note that should the City of Hamilton wish to exceed the current “Supporter” Level and pursue “Leader” Level, there would be additional costing required to determine the budget implications of paying a Living Wage to service contracts for externally contracted (third party) employees.

Once the certification level is confirmed by the Employer and Ontario Living Wage Network, a license agreement will be signed. An annual employer fee will be paid at the time of certification and will be due each subsequent year on the anniversary date. Employer fees are based on the size of the business and help to support ongoing calculation of Living Wages in the province, support employer recognition and promotion such as decals and provide an electronic logo for use on website and print materials. According to the City of Hamilton organization type and size, the annual fee would be \$400.

Living Wage in Other Communities

Staff conducted a survey in late 2022 with our current municipal comparators: Brampton, Brantford, Burlington, Guelph, Halton, London, Mississauga, Oakville, Regions of Niagara, Peel and Waterloo. The Region of Waterloo recently adopted a Living Wage policy that applies to all employees and contractors, but not to students. Their Living Wage rate is \$19.95/hr. Most of our current comparators have reported no plans to implement a Living Wage rate in the near future.

The City of Cambridge, City of St. Catharines and City of Sudbury are the only other known Ontario municipalities that have adopted a Living Wage policy.

The City of Cambridge’s Living Wage rate is \$19.95 per hour. Full-time staff at the City of Cambridge already earn more than \$19.95 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 in May 2022 with a Living Wage rate of \$18.90, however, their rate has recently increased to \$19.80. Student positions are excluded from their Living Wage initiative.

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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 8 of 12

The City of Sudbury has adopted a Living Wage rate effective July 1, 2022 with no commitment for an increase for 2023. Student positions are excluded. All permanent full-time and part-time employees are paid a Living Wage. The Living Wage rate is \$16.98 per hour and recently increased to \$19.70 per hour. They will be preparing a report to Council with additional options for consideration with the new rate.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

It is recommended that the rates for School Crossing Guards and non-union part-time casual employee groups be amended to reflect the updated Living Wage rate. Additionally, it is recommended that the rates for the non-union full-time summer student and unionized full-time summer student classifications be maintained at their current rates.

Staff recommends that the City maintain the Living Wage employer status, in principle, by adhering to the “Supporter” Level as defined by the Ontario Living Wage Network.

Should Council wish to become certified as a Living Wage Employer, staff recommends that a Living Wage Policy be developed to provide guidelines on implementation and maintenance.

RELEVANT CONSULTATION

Hamilton Public Library, Healthy and Safe Communities, Planning and Economic Development were consulted.

A Living Wage survey was conducted amongst our municipal comparators. A further environmental scan was conducted to identify other municipalities that had implemented a Living Wage, which identified the City of Cambridge, the City of St. Catharines and the City of Sudbury.

ANALYSIS AND RATIONALE FOR RECOMMENDATIONS

Staff conducted an analysis of the salary schedules to determine the impact of the latest Living Wage rate increase on pay equity and internal equity. From a pay equity perspective, the latest rate increase does not adversely affect the City as we would be paying above the original job rates of the adjusted roles. However, internal equity may be impacted as individuals may start to perceive they are being unfairly compensated when one salary schedule is being compared to another. Internal equity is when employees perceive that they are not being compensated in a fair and equitable manner according to the relative value of their roles in an organization. Positions within the non-union casual part time group are receiving the Living Wage increase and the entire schedule is being adjusted to maintain the same differential. As the Living Wage continues to increase, internal equity and potential compressions with other salary

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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 9 of 12

schedules will need to be assessed and amended to maintain the appropriate differential.

Staff recommends the City maintain the Living Wage employer status, in principle, by adhering to the “Supporter” Level as defined by the Ontario Living Wage Network as it provides staff with a Living Wage, consistent with the definition used by the Ontario Living Wage Network to calculate Living Wage and comparable with how other municipalities are implementing a Living Wage. Should the City decide to adopt a Living Wage beyond the current “Supporter” Level status, in principle, and choose to become a certified Living Wage Employer, future increases to the Living Wage rates (which are set by an external party) will have an impact on the City’s internal compensation system and practices and would have budget implications. Maintaining a “Supporter” Level status, in principle, instead of becoming certified, will allow proper consideration and assessment of both budget implications and internal compensation issues prior to implementing.

ALTERNATIVES FOR CONSIDERATION

Based on the above options, Council can elect to implement the updated Living Wage rate 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 three different household or family types: a family of four comprised of two adult earners aged 35 working full-time with two children aged seven and three; a single parent aged 35 with a child aged seven; and a single adult. Staff has recommended that the non-union full-time summer student and unionized full-time summer student classifications not be included because their rates can be adjusted separately from the Living Wage initiative. Additionally, excluding summer students is consistent with local municipalities that have adopted Living Wage, whereby student positions are not included.

Alternatively, Council may wish to include the full-time summer student groups. The cost to provide the current Living Wage to non-union full-time summer students (summer recreation counsellors and swim attendants) is estimated to be \$77,300. 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.

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Non-Union Full-Time Summer Students

Table 4

| Option 1 | \$19.05 per hour – Effective April 1, 2023 2023 Annualized Cost Impact |
|-------------------|--|
| City of Hamilton | \$77,300 |
| HPL | \$0 |
| Total Cost | \$77,300 |

Approximately 24.82 full-time equivalent (FTE) positions are affected.

Unionized Full-Time Summer Students

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 \$15.50 per hour and up to a maximum rate of \$19.773 per hour. Effective April 1, 2022, outside unionized student workers earn \$16.000 per hour as result of the \$1.00 per hour increase approved in 2022 to address issues of attraction and retention and are eligible for a \$0.95 per hour shift premium for afternoon and weekend work. Given that these positions fall under CUPE Local 5167, they will receive the negotiated COLA increases in future years.

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 \$710,700.

SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 11 of 12

Table 5

| Option 2 | \$19.05 per hour – Effective April 1, 2023 |
|-------------------|---|
| | 2023 Annualized Cost Impact |
| City of Hamilton | \$710,700 |
| HPL | \$0 |
| Total Cost | \$710,700 |

Approximately 112.81 full-time equivalent (FTE) positions are affected.

Should Council wish to apply the new Living Wage rate to the above two groups, the 2023 additional cost impact would be \$788,000 for full-time summer students (unionized and non-unionized).

The total estimated annual cost if full-time summer student positions are included to the current positions already receiving Living Wage, is summarized in Table 6 for a total annualized cost impact of \$1,527,200.

Table 6

| Annualized Impact of All Options | \$19.05 per hour- 2023 Annualized Cost Impact | \$19.05 per hour- 2023 Budget Impact |
|--|--|---|
| City of Hamilton School Crossing Guards | \$160,500 | \$64,200 |
| City of Hamilton Non-Union Part-Time Staff | \$383,600 | \$191,800 |
| City of Hamilton Non-Union Summer Students | \$77,300 | \$77,300 |
| City of Hamilton Unionized Summer Students | \$710,700 | \$710,700 |
| COH Total Cost | \$1,332,100 | \$1,044,000 |
| HPL Non-Union Part-Time Staff | \$195,100 | \$97,600 |
| HPL Non-Union Summer Students | \$0 | \$0 |
| HPL Unionized Summer Students | \$0 | \$0 |
| Hamilton Public Library Total Cost | \$195,100 | \$97,600 |
| Grand Total COH and HPL | \$1,527,200 | \$1,141,600 |

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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 12 of 12

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.

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 HUR20003(b)/FCS20013(b) - Existing and Living Wage Rates for Non-Union Part-Time Positions and School Crossing Guards

Appendix” B” to Report HUR20003(b)/FCS20013(b) - Existing and Living Wage Rates for Non-Union and Unionized Full-Time Summer Student Positions

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

Existing and Living Wage Rates for School Crossing Guards

Existing Wage Rates for School Crossing Guards

| Salary Grade | Hourly Rate (Step 2) |
|--------------|-------------------------|
| 1CG | 17.200 |

Living Wage Rates for School Crossing Guards at \$19.051

| Salary Grade | Hourly Rate (Step 2) |
|--------------|-------------------------|
| 1CG | 19.051 |

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 | | | 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 |

Living Wage Rates for Non-Union Part-Time Casual Employees at \$19.051

| Salary Grade | Hourly Rate (Step 1) | Hourly Rate (Step 2) | Hourly Rate (Step 3) |
|--------------|-------------------------|-------------------------|-------------------------|
| 1EK | | | 19.051 |
| 1DI | | | 19.051 |
| 1DK | | | 19.051 |
| 1CK | | | 19.206 |
| 1BK | 20.333 | 20.758 | 21.182 |
| 1AK | 22.429 | 22.895 | 23.363 |
| 1K | 24.742 | 25.257 | 25.772 |
| 2K | 33.476 | 34.174 | 34.871 |

Existing & Living Wage Rates for Hamilton Public Library Pages

Existing Wage Rates for Hamilton Public Library Pages

| Salary Grade | Hourly Rate (Step 2) |
|--------------|-------------------------|
| 3A | 17.200 |

Living Wage Rates for Hamilton Public Library Pages at \$19.051

| Salary Grade | Hourly Rate (Step 2) |
|--------------|-------------------------|
| 3A | 19.051 |

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 | 17.200 |
| R5B | 17.200 |
| R8 | 20.664 |

Living Wage Rates for Non-Union Full Time Summer Students at \$19.051

| Salary Grade | Hourly Rate |
|--------------|-------------|
| R5A | 19.051 |
| R5B | 19.051 |
| R8 | 22.887 |

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 | 17.200 |

Living Wage Rates for Unionized Full Time Summer Students at \$19.051

| Salary Grade | Hourly Rate |
|--------------|-------------|
| 25 | 19.051 |



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Government and Community Relations

| | |
|---------------------------|--|
| TO: | Chair and Members Budget, General Issues Committee |
| COMMITTEE DATE: | February 7, 2023 |
| SUBJECT/REPORT NO: | 2023 City Enrichment Fund Proposed Budget Increase (GRA23002) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Morgan Stahl (905) 546-2424 Ext. 2178 |
| SUBMITTED BY: | Morgan Stahl Director, Government Relations & Community Engagement Corporate Initiatives |
| SIGNATURE: |  |

RECOMMENDATION

- (a) That an increase of 8% to the overall City Enrichment Fund occur for the 2023 Budget in an effort to meet the community need and requested demand with an overall City Enrichment Fund budget of \$6,575,410. This would result in an increase of \$487,070 for the 2023 City Enrichment Fund allocation.
- (b) That staff be directed to bring forward further City Enrichment Fund (CEF) proposed increases for Council consideration for the years 2024 to 2028 with a goal to reach a total amount of \$9,661,430 by 2028.
- (c) That the creation of 1 Permanent Full-time Employee (FTE) for a Grants & Community Advisor at an annual cost of approximately \$142,320 be referred to the 2023 Budget process for the purposes of having dedicated and adequate resources to support the City Enrichment Fund, within the Government Relations & Community Engagement division, to facilitate associated programming, increased application in-take, relevant community supports, outreach methods and annual fund allocation associated with the City Enrichment Fund.

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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: 2023 City Enrichment Fund Budget Increase (GRA23002) (City Wide) -
Page 2 of 6**

EXECUTIVE SUMMARY

At its meeting of Audit, Finance & Administration on June 16, 2022 staff were directed to:

Include in their report to the 2023 Budget submission their request for an increase to the City Enrichment Fund.

The City Enrichment Fund is the overall name for the City of Hamilton's municipal investment and granting mechanism which provides funds for a wide range of program areas that supports the City's vision and strategic plan. The fund comprises six permanent program areas which include Agriculture, Arts, Communities, Culture & Heritage, Community Services, Environment, Sports & Active Lifestyles with funding streams and categories. In 2022, an additional stream for Digital Equity was added for a 2-year pilot project to assess the need in the community, leveraging reserve funds to cover the pilot fees and investment dollars.

Applicants must consult both the general guidelines and the program specific handbooks in order to ensure all eligibility criteria are met. As a condition of application, funded activities must take place within the City of Hamilton and serve communities located in Hamilton.

Each year, the application in-take periods are open from the first week of September to the first week of November. In 2022, staff consulted with many organizations throughout the in-take process to help guide and support application submission.

In the last five years, the City Enrichment Fund has had one increase of \$93,200 in 2019 which was equivalent to 2% overall operating budget increase (in one of five years), despite the number of applications increasing, community organizations requested funds growing, inflation rising yet not being considered in the application process due to lack of overall funds.

During the 2022 budget process, Council approved a total budget for the City Enrichment Fund of \$6,088,340.

All 2022 funding recommended was contingent upon funds remaining in the program envelope. In many cases, program envelopes ran out before funding all eligible applications, which left the City unable to fund organizations despite incredibly strong applications from non-profits and charities within the City. For example, in the community services area, despite receiving eligible requests valued at \$3,297,360 and many applications scoring an A or B (which typically is a passing score), in many cases, strong applications were not funded due to funds running out at \$2,236,687.

**SUBJECT: 2023 City Enrichment Fund Budget Increase (GRA23002) (City Wide) -
Page 3 of 6**

Alternatives for Consideration – See Page 5.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: An annual increase of 8% to the overall City Enrichment Fund occur for the 2023 Budget to bring the overall City Enrichment Fund budget to \$6,575,410. This would result in an increase of \$487,070 for a total amount of \$6,575,410 for the 2023 City Enrichment Fund allocation.

Staffing: The creation of 1 FTE for the purposes of having dedicated and adequate resources for the City Enrichment Fund and the associated program budget of \$142,320. The program is currently led and coordinated by .5 FTE within the Government Relations & Community Engagement team, this would bring the overall staff complement to 1.5 FTE supporting the City Enrichment Fund and prevent the current lieu and flex time being experienced by the existing coordinator position.

Legal: N/A

HISTORICAL BACKGROUND

At the June 16, 2022 Audit, Finance and Administration meeting, Council passed the following:

“Whereas, the last budget increase to the City Enrichment Fund was approved in 2019, to bring total budget allocation to \$6,088,340

Whereas, the 2022 request from applicants totaled \$9,858,419; total value of eligible requests based on 2022 applications totaled \$9,205,133; funding allocation was capped at \$6,088,340 or 75% of the total request

Therefore, be it resolved that in increase to the City Enrichment Fund be forwarded for consideration to the 2023 Budget submission.”

The total of eligible requests often far surpasses the allocated approved budget for the City Enrichment Fund on an annual basis. For example, in 2022, the City Enrichment Fund annual approved operating budget was \$6,088,340 but the amount of eligible requests received for the fund totaled \$9,205,133. On average, between the year 2018 – 2022 the total amount of eligible requests was \$8,999,850.80 (see chart below).

**SUBJECT: 2023 City Enrichment Fund Budget Increase (GRA23002) (City Wide) -
Page 4 of 6**

| | 2018 | 2019 | 2020 | 2021 | 2022 |
|---|-----------|-----------|-----------|-----------|-----------|
| Approved City Enrichment Fund Budget | 6,022,690 | 6,085,610 | 6,088,340 | 6,088,340 | 6,088,340 |
| Total Eligible Requests (received) | 8,103,382 | 8,921,806 | 9,649,793 | 9,119,140 | 9,205,133 |

ANALYSIS AND RATIONALE FOR RECOMMENDATION

As an annual grant program, City Enrichment Fund (CEF) distribution and allocation of dollars has varied year to year depending on several factors such as; the number of applications in the specific category, program funding envelope limit, new vs. returning programming, adjudication scoring, strength of the application and impact of external community environment as seen with, for example, limitations placed on programming due to COVID and modifications due to COVID-19 restrictions.

Over the years, especially more recently, we have witnessed an increase in funding request amounts, specifically within the Community Services and Arts Operating categories.

The fund has supported programs and projects through many years with the funding rationale demarcated between returning and new groups. For years, returning groups have been recommended for funding first as having established themselves as a viable program, however, there is no guarantee of funding. For example, in 2022, CEF funding was allocated to:

- 187 returning programs with a total fund distribution of \$5,270,771
- 103 new programs received funding with a total of \$767,569 allocated to new initiatives

In addition to the recommendation to increase the overall fund budget available to the community, staff are recommending the addition of one full time equivalent (FTE). Currently the CEF Program operates with .5 FTE through the coordinator role which has not increased since the inception of the program in 2016 and subsequent enhancements to the program. Since 2019, workload has increased to a point that the individual is accumulating significant lieu hours and flex time outside of standard office hours. In 2022, temporary resources were brought in to support the program and alleviate the workload issues, but permanent additional resources are needed.

This would bring the total staffing complement for the City Enrichment Fund (CEF) to 1.5 FTE. With the addition of the temporary resource, the benefits of the additional staffing are as follows:

- Increased community and public engagement for the City Enrichment Fund
- 1:1 Meeting support for community organizations and capacity building
- Support for applicants during the in-take process

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**SUBJECT: 2023 City Enrichment Fund Budget Increase (GRA23002) (City Wide) -
Page 5 of 6**

- Ability to efficiently support enhanced services; such as support for newcomers including translation services for our diverse community
- Redistribute tasks and project deliverables
- Delivery of Community Workshops
- Ability to market the success of the various program areas
- Increased ability to explore other avenues to pivot when the community need it
- Encouraging growth and investment in line with other departments at the City
- Less overtime and lieu for current Grants & Strategic Partnerships Coordinator

ALTERNATIVES FOR CONSIDERATION

Option 1: That an increase of 8% to the overall City Enrichment Fund occur for the next five years, year over year, beginning in 2023 through to 2028 in an effort to meet the community need and requested demand with an overall City Enrichment Fund budget to reach a total amount of \$9,661,430 by 2028.

Staffing implications: Creation of 1 permanent FTE costed at a Grade 6 (for the purposes of having dedicated and adequate resources for the City Enrichment Fund) and the associated program budget of \$142,320 be referred to the 2023 Budget for the Government Relations and Community Engagement team, to facilitate associated programming, increased application in-take, relevant community supports, outreach methods and annual costs associated with the City Enrichment Fund, in order to provide the necessary and sufficient resources and structure to the support the Government Relations and Community Engagement team.

Option 2: That an increase of 2% to the overall City Enrichment Fund occur for the 2023 Budget, however, challenges to meet the requested demands of the fund would still occur to due lack of overall fund allocation.

Staffing implications would be that current resourcing would continue to accrue signification lieu time to best support community needs. Current concerns with recruitment and retention if this option were to be selected.

Option 3: The City Enrichment Fund remain the same allocation. There would be no financial or immediate staffing implications, however, challenges to meet the requested demands of the fund would still occur to due lack of overall fund allocation.

Staffing implications would be that current resourcing would continue to accrue signification lieu time to best support community needs. Current concerns with recruitment and retention if this option were to be selected.

**SUBJECT: 2023 City Enrichment Fund Budget Increase (GRA23002) (City Wide) -
Page 6 of 6**

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.

Healthy and Safe Communities


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

Our People and Performance

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



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

| | |
|---------------------------|---|
| TO: | Chair and Members Public Works Committee |
| COMMITTEE DATE: | January 16, 2023 |
| SUBJECT/REPORT NO: | 2023 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW23002) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Alison Kopoian (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 2023 base budget submission, attached as Appendix "A" to Report PW23002, in the amount of \$18,250 representing a zero-net levy impact from the previous year budget, be referred to the 2023 operating budget process for consideration.

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 2023 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 PW23002 for review and consideration during the 2023 operating budget process.

The funding in the 2023 budget request will pay expenses directly related to the Committee's workplan and goals.

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SUBJECT: 2023 Volunteer Committee Budget – Keep Hamilton Clean and Green Committee (PW23002) (City Wide) – Page 2 of 5

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

Financial: The KHCG Committee is requesting a 2023 budget of \$18,250 (Dept ID #300361), representing a zero net levy increase from the 2022 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 September 2022, the committee met to confirm that there would be no alterations to their program budget 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.

SUBJECT: 2023 Volunteer Committee Budget – Keep Hamilton Clean and Green Committee (PW23002) (City Wide) – Page 3 of 5

RELEVANT CONSULTATION

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

The proposed 2023 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 2023 operating budget request includes the following categories:

Administration and Meeting Costs – \$600

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.

Transportation Supports - \$550

The KHCG Committee has a membership of up to 15 committee members and meetings 8 times per year. Since 2020, the Committee has continued to meet virtually. As we transition into 2023, the KHCG is hopeful that in-person meetings will resume. The KHCG committee will provide parking, bus tickets and taxi fare for members, and/or guest presenters.

Training and Development – \$650

In 2022, the KHCG requested \$650 for the Keep America Beautiful (KAB) annual affiliate fee and training and development opportunities offered by KAB. The KHCG Committee will no longer act as members to the Board of Directors of KAB affiliate. As such, the \$650 requested in 2022 for the KAB affiliate fee will be reallocated to Training and Development in 2023, with a focus on Canadian opportunities.

Cigarette Litter Prevention – \$2,250

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 and 2022 KHCG operating budget. Funds are being requested again in the 2023 KHCG operating budget for use on similar promotional activities.

SUBJECT: 2023 Volunteer Committee Budget – Keep Hamilton Clean and Green Committee (PW23002) (City Wide) – Page 4 of 5

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 2023 budget request includes the purchase of supplies and promotional costs to support the Team Up to Clean Up Program.

Graffiti Management Strategy – \$1,200

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 2023, 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. In order to increase the budget line for Administration and Meeting Costs and Transportation Supports, the Graffiti Management Strategy budget line will be decreased to \$1,200.

Volunteer Recognition - \$1,000

In 2023, 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 local volunteers in the environmental sector, which will be a component of the 2023 workplan.

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 2023.

ALTERNATIVES FOR CONSIDERATION

Council could reduce the KHCG Committee's annual base budget in 2023. 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. Staff do not recommend this alternative.

Financial: A reduction in the budget would require the committee to reduce the number of items on their workplan for 2023.

Staffing: N/A

Legal: N/A

**SUBJECT: 2023 Volunteer Committee Budget – Keep Hamilton Clean and Green
Committee (PW23002) (City Wide) – Page 5 of 5**

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.

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 PW23002 – 2023 Advisory Committees Budget Submission for the Keep Hamilton Clean & Green Advisory Committee

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

KEEP HAMILTON CLEAN & GREEN ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS – 2022 Membership:

| |
|---|
| Brenda Duke (Chair) |
| Paulina Szczepanski (Vice Chair & HWCDSB Youth Representative) |
| Marisa DiCenso (HWCDSB Representative) |
| Heather Donison |
| Lennox Toppin |
| Felicia Van Dyk |
| Jen Baker (Environmental Representative - Non-voting) |
| Alison Kopoian (Staff Liaison - City Staff - Non-voting) |
| Florence Pirrera (Project Manager - City Staff - Non-voting) |
| Theresa Phair (Community Liaison - City Staff - Non-voting) |
| Diana Meskauskas (resigned) |
| Michelle Tom (resigned) |
| Leisha Dawson (resigned) |
| Kerry Jarvi (BIAAC Representative) (resigned) |

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.
- 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:

| | |
|----------------------------------|-------------------|
| Administration and Meeting Costs | \$600.00 |
| Transportation Supports | \$550.00 |
| Training and Development | \$650.00 |
| SUB TOTAL | \$1,800.00 |

SPECIAL EVENT/PROJECT COSTS:

| | |
|------------------------------------|--------------------|
| Cigarette Litter Prevention | \$2,250.00 |
| Team Up to Clean Up | \$6,000.00 |
| Graffiti Remediation | \$1,200.00 |
| Volunteer Recognition | \$1,000.00 |
| Clean & Green Neighbourhood Grants | \$6,000.00 |
| SUB TOTAL | \$16,450.00 |

| | |
|--------------------|--------------------|
| TOTAL COSTS | \$18,250.00 |
|--------------------|--------------------|

| | |
|---|---------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$0.00 |
|---|---------------|

| | |
|---|--------------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$18,250.00 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$) | \$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: Brenda Duke

Signature: 

December 2, 2022

Date:

Telephone #: 289-933-4810



CITY OF HAMILTON
PUBLIC HEALTH SERVICES
Healthy Environments Division

| | |
|---------------------------|---|
| TO: | Mayor and Members Board of Health |
| COMMITTEE DATE: | November 28, 2022 |
| SUBJECT/REPORT NO: | 2023 Food Advisory Committee Budget Request (BOH22019) (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

- a) That the Food Advisory Committee 2023 base budget submission attached as Appendix "A" to Report BOH22019 in the amount of \$1,500, be approved and referred to the 2023 budget process for consideration; and,
- b) That, in addition to the \$1,500 base funding approval, a one-time budget allocation for 2023 of \$2,987.84 from Department ID 112212, be used for broader community engagement such as community event/workshop(s) and/or research on the Food Strategy to be funded by the Food Advisory Committee Reserve Account 29100, be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

The Food Advisory Committee requests that a total budget of \$1,500 be referred to the 2023 budget process for consideration. This budget request consists of the Food Advisory Committee's annual base budget of \$1,500 to cover basic committee expenses and a request for a one-time budget allocation for 2023 of \$2987.84, for broader community engagement such as community event/workshop and/or research on the Food Strategy to be funded by the Food Advisory Committee reserve.

Alternatives for Consideration – See Page 3

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SUBJECT: 2023 Food Advisory Committee Budget Request (BOH22019) (City Wide) - Page 2 of 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The Food Advisory Committee requests that a total budget of \$1,500 be referred to the 2023 budget process, in addition to a one-time budget allocation of \$2,987.84 from the Food Advisory Committee reserve, be funded for 2023.

Staffing: Not Applicable.

Legal: Not Applicable.

HISTORICAL BACKGROUND

The Food Advisory Committee was created as a result of the City's 2014 advisory committee review process and the City'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 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 Public Health, 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, they have informed and participated in two Food Strategy events, developed and received a community engagement survey, and intend to continue to advise and support the implementation of Food Strategy actions in 2023.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Not Applicable.

RELEVANT CONSULTATION

Corporate Finance Services Department was consulted regarding the process and template to use for submitting Advisory Committee budget requests, along with ensuring adequate funds were available in the Food Advisory Committee's Reserves. This report has also been reviewed and approved by David Trevisani, Manager of Finance and Administration in the Healthy and Safe Communities Department.

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SUBJECT: 2023 Food Advisory Committee Budget Request (BOH22019) (City Wide) - Page 3 of 4

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/or research, an additional \$2,987.84 from their Reserves is required.

The Food Advisory Committee budget request is attached as Appendix “A” to Report BOH22019.

The Food Advisory Committee’s full mandate is outlined in their Terms of Reference, attached as Appendix “B” to Report BOH22019.

ALTERNATIVES FOR CONSIDERATION

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

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

Staffing: Not Applicable.

Legal: Not Applicable.

Policy: Community engagement was undertaken in 2016 to develop this Committee’s mandate; discontinuing funds for the Committee could be perceived as not adhering to the City’s commitment to community engagement.

Pros: Not funding the Committee may leave additional funds in the Food Advisory Committee Reserve to be used another year or allocated elsewhere.

Cons: Not funding the Committee may result in lower or inequitable engagement and potential loss of volunteer members if base funds to cover the committee’s parking reimbursement, training/education and meeting supplies are not available. Not increasing the Committee’s budget from the Food Advisory Committee Reserve restricts their ability to fulfil their mandate in any meaningful manner to support and advise the Hamilton Food Strategy implementation. In addition, the Advisory Committee Review recommendations of reforming and amalgamating food related committees would not be followed if budget was not assigned to the Food Advisory Committee.

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SUBJECT: 2023 Food Advisory Committee Budget Request (BOH22019) (City Wide) - Page 4 of 4

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.

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 BOH22019 | 2023 Food Advisory Committee Budget Submission |
| Appendix “B” to Report BOH22019 | Food Advisory Committee 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.

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

FOOD ADVISORY COMMITTEE

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 |

SPECIAL EVENT/PROJECT COSTS:

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

| | |
|--------------------|------------------|
| TOTAL COSTS | \$1500.00 |
|--------------------|------------------|

| | |
|--|------------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$2987.84 |
|--|------------------|

| | |
|--|-------------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$ 4487.84 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$) | \$1500.00 |

| | |
|--|--|
| | |
|--|--|

CERTIFICATION:

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

Representative's Name: Krista D'Aoust, Chair

Signature: *K D'Aoust*

Date: September 26, 2022

Telephone #: 289-260-3973

Food Advisory Committee Terms of Reference

Committee Mandate

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

More generally, the Food Advisory Committee will:

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

Membership

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

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

environmental groups, gleaning programs, experts/experienced individuals in composting/resource management, etc.);

- 3 members at large (citizens at large, local food advocates, etc.); and
- 2 City Councilors (non-voting, one representing urban and one representing rural wards).

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

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

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

Roles & Responsibilities

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

- Submit an annual progress report of the Committee’s activities by November of each calendar year to the Board of Health and consider various options to keep Council up to date on the committee’s activities;
- Demonstrate a respect for governance and protocol;

- Active participation and a commitment to attend meetings on a regular basis;
- Be accountable to other members and to citizens;
- Work as a team and follow through with commitments;
- Communicate appropriately and be clear about which interest are represented when speaking;
- Communicate all information occurring at the Food Advisory Committee to contacts within their sector, as appropriate; and
- Bring issues/concerns and represent their sector's interests at the Committee.

Chair/ Co-Chair

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

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

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

Secretary

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

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

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

City Staff Liaisons

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

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

Staff Liaison Role

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

The duties of the staff liaison include

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

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

Councillor Liaisons

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

Staff Clerk/ Other Staff Support(s)

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

Term of Membership

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

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

Meeting Frequency

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

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

Decision Making

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

City of Hamilton staff are non-voting members.

Quorum

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

Code of Conduct/Conflicts of Interest

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

- Maintain an atmosphere of respectful discussion and professionalism;
- Respect the confidentiality of all matters before the Food Advisory Committee;

- Actively contribute their expertise, resources, and individual experiences to further the mandate of the Committee; and
- Declare a conflict of interest when it arises so it may be recorded in the minutes.

Reports to

- Board of Health

Review of Terms of Reference

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

Approved on:

- May 2016



Hamilton

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

| | |
|---------------------------|--|
| TO: | Chair and Members Audit, Finance & Administration Committee |
| COMMITTEE DATE: | December 20, 2022 |
| SUBJECT/REPORT NO: | 2023 Budget Submission – Committee Against Racism (CM23003) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Amy Majani, Program Coordinator Community Initiatives (905) 546-2424 |
| SUBMITTED BY: | Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office |
| SIGNATURE: |  |

RECOMMENDATIONS

That the Committee Against Racism 2023 base budget attached as Appendix "A" to report CM23003 in the amount of \$8,900, be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Committee Against Racism Budget for 2023 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 2023 for the advisory committee is the same as the budget requested and approved for 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: 2023 Budget Submission – Committee Against Racism (CM23003)
(City Wide)**

Page 2 of 3

Legal: Not Applicable

HISTORICAL BACKGROUND

At their December 2022 meeting, the Committee Against Racism gave consideration to their budget needs for 2023. Their base budget submission is attached as Appendix “A” to Report CM23003.

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 CM23003.

| Committee Name | 2022 Approved | 2023 Base Request | Request from Reserve | Total 2023 Request |
|---|----------------------|--------------------------|-----------------------------|---------------------------|
| Committee Against Racism (Appendix “A” to Report CM23003) | \$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 2023. Should additional funding for either of the Advisory Committees be required in 2023 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 discussed their 2023 budget requirements at their meeting on December 20, 2022.

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 CM23003 – 2023 Committee Against Racism Budget Submission

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

COMMITTEE AGAINST RACISM

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

| | |
|--------------------------|--|
| Taimur Qasim | |
| Marlene Dei-Amoah | |
| Simone McWatt | |
| Tyrone Childs | |
| Phillip Jeffrey | |
| | |
| | |
| | |

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:**

Appendix A to Report CM23003
Page 4 of 4

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:

**Appendix A to Report CM23003
Page 4 of 4**

| | |
|---|----------------|
| 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 |
|--------------------|----------------|

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

| | |
|--|----------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$ 8900 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 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: **Taimur Qasim**

Signature:

Taimur Qasim

Date: **Dec 23, 2022**


Telephone #:

365-323-5348



Hamilton

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

| | |
|---------------------------|--|
| TO: | Chair and Members Audit, Finance & Administration Committee |
| COMMITTEE DATE: | January 19, 2023 |
| SUBJECT/REPORT NO: | 2023 Budget Submission – Advisory Committee for Immigrants and Refugees (CM23006) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Lina El Khalil, Administrative Assistant II, Government Relations (905) 546-2424 Ext. 7219 |
| SUBMITTED BY: | Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office |
| SIGNATURE: |  |

RECOMMENDATION

That the Advisory Committee for Immigrants and Refugees 2023 base budget submission attached as Appendix "A" to Report (CM23006) in the amount of \$3,500.00, be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Advisory Committee for Immigrants and Refugees budget for 2023, in the amount of \$3,500.00, is being submitted for approval.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2023 for the advisory committee is the same as the budget requested and approved for 2022.

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

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

At their December 8, 2022 meeting, the Advisory Committee for Immigrants and Refugees gave consideration to their budget needs for 2023. Their proposed budget submission is attached as Appendix "A" to Report (CM23006). The budget includes incidental costs to support the Committee as well as additional costs for specific events, programs and initiatives tailored to supporting Immigrants & Refugees within the City of Hamilton. The Advisory Committee for Immigrants and Refugees is requesting the same budget they had in 2022 in the amount of \$3,500.00

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

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Advisory Committee for Immigrants and Refugees 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 Immigrants and Refugees the chance to plan to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The Advisory Committee for Immigrants and Refugees has not yet determined all of their activities for 2023. Should additional funding be required in 2023 and be available in the Advisory Committee for Immigrants and Refugees reserves, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Advisory Committee for Immigrants and Refugees discussed their 2023 budget needs at their December 8, 2022, committee meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

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

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.

SUBJECT: 2022 Budget Submissions - Volunteer Advisory Committee (City Wide)

Page 3 of 3

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 (CM23006) – Advisory Committee for Immigrants and Refugees Budget Submission

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

DRAFT BUDGET SUBMISSION FORM

Advisory Committee for Immigrants & Refugees

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

| Name | |
|--------------------|--|
| Aref Alshaikhahmed | |
| Dina Honig | |
| Rami Safi | |
| Eisham Abdulkarim | |
| Dorar Abuzaid | |
| 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 within the City of Hamilton.

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 |
| SUB TOTAL | \$1,500 |

SPECIAL EVENT/PROJECT COSTS:

| | |
|------------------|----------------|
| Special project | \$2,000 |
| SUB TOTAL | \$2,000 |

| | |
|--------------------|----------------|
| TOTAL COSTS | \$3,500 |
|--------------------|----------------|

| | |
|---|----|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$ |
|---|----|

| | |
|---|----------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$3,500 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$3500) | \$3,500 |

CERTIFICATION:

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

Representative's Name: Jennie Hamilton


Signature: Jennie Hamilton

Date: December 19, 2022

Telephone #: 905-518-7850



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Government and Community Relations Division

| | |
|---------------------------|--|
| TO: | Chair and Members Audit, Finance and Administration Committee |
| COMMITTEE DATE: | January 19, 2023 |
| SUBJECT/REPORT NO: | 2023 Budget Submission: Mundialization Committee (CM23004) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Cindy Mutch, Manager, Community Initiatives City Manager's Office (905) 546-2424 Ext. 4992 |
| SUBMITTED BY: | Morgan Stahl Director, Government Relations and Community Engagement City Manager's Office |
| SIGNATURE: |  |

RECOMMENDATIONS

- (a) That Appendix "A" to Report CM23004 respecting the Mundialization Committee's 2023 base budget submission be approved in the amount of \$5,890.00.
- (b) That Mundialization Committee's 2023 budget submission be referred to the 2023 budget process.

EXECUTIVE SUMMARY

In accordance with the process for the submission of budgets for Volunteer Advisory Committees, the Mundialization Committee's budget for 2023 in the amount of \$5,890.00 be submitted with the recommendation that it be approved. The Committee's base budget has not increased from their 2022 approved budget (\$5,890.00).

Alternatives for Consideration – None

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: 2023 Budget Submission - Mundialization Committee (CM23004) (City Wide) - Page 2 of 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2023 is the same as the budget requested and approved for 2022.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

The purpose of the Mundialization Committee is to:

- a) to promote Hamilton as "A World (Mundialized) City" dedicated to global awareness, international cooperation, and world law
- b) to further the work of the United Nations through publicity and education and to have the United Nations flag always flown with the Canadian flag at City Hall
- c) to undertake twinning programs in international cooperation with like-minded municipalities in this and other countries to foster an understanding of the increasing interdependence of the municipalities, peoples, and countries of the world
- d) to involve Hamilton residents of different cultures, especially those from the countries of our sister communities, to share in our multicultural programs
- e) to include representatives from City Council in the Committee for implementing the above programs.

At the Mundialization Committee meeting on December 21, 2022, Committee members reviewed their budget requirements for 2023.

Their 2023 budget includes both incidental costs to support the Committee, as well as additional costs for specific events, programs, and initiatives.

The table below provides a summary of their 2022 and 2023 budget requests. Additional information regarding their 2023 budget request is attached in Appendix "A" to Report CM23004.

In accordance with the City's volunteer committee budget process, the Mundialization Committee budget is recommended for approval.

SUBJECT: 2023 Budget Submission - Mundialization Committee (CM23004) (City Wide) - Page 3 of 4

| Committee Name | 2022 Approved | 2023 Base Request | Request from Reserve | Total 2023 Request |
|--|----------------------|--------------------------|-----------------------------|---------------------------|
| Hamilton Mundialization Committee – including Kids for Kaga (Appendix “A” to Report CM23004) | \$5,890.00 | \$5,890.00 | - | \$5,890.00 |

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The City’s Volunteer Advisory Committees can allocate surplus funds from each year into a reserve for future purposes and be able to request the use of those funds to support the advancement of specific activities later. This can provide the Committee with an opportunity to plan specific projects or initiatives, in future years, while minimizing increases in their budget. Should additional funding be required by the Mundialization Committee in 2023 and that the funds be available in the City’s volunteer advisory committee reserve, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Mundialization Committee discussed their 2023 budget requirements at their meeting on December 21, 2022.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendation will provide funding for the annual operations of the Mundialization Committee and will allow the Committee to continue to fulfil their mandate and 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.

SUBJECT: 2023 Budget Submission - Mundialization Committee (CM23004) (City Wide) - Page 4 of 4

Economic Prosperity and Growth

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

Healthy and Safe Communities

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

Clean and Green

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

Built Environment and Infrastructure

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

Culture and Diversity

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

Our People and Performance

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

APPENDICES ATTACHED

Appendix "A" to Report CM23004 - Mundialization Committee 2023 Budget Submission

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

HAMILTON MUNDIALIZATION COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

| | |
|-------------------------------------|--|
| Anthony Macaluso (Chair) | |
| Rosemary Baptista (Co-Chair) | |
| Jan Lukas | |
| Rein Ende | |
| Robert Semkow | |
| Patricia Semkow | |
| | |
| | |

MANDATE:

The purpose of the Hamilton Mundialization Committee shall be:

- a) to promote Hamilton as "A World (Mundialized) City" dedicated to global awareness, international cooperation, and world law
- b) to further the work of the United Nations through publicity and education and to have the United Nations flag always flown with the Canadian flag the City Hall
- c) to undertake twinning programs in international cooperation with like-minded municipalities in this and other countries to foster an understanding of the increasing interdependence of the municipalities, peoples, and countries of the world
- d) to involve Hamilton residents of different cultures, especially those from the countries of our sister communities, to share in our multicultural programs
- e) to include representatives from City Council in the Committee for implementing the above programs.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

The Hamilton Mundialization Committee's goals and objectives include:

- Facilitating and supporting peace initiatives and the twinning relationships between Hamilton and its ten twin-cities around the world.
- Assisting Council in implementing its Mundialization resolution
- Complementing and affirming the objectives of the City's "Strengthening Hamilton Community Initiative"
- Supporting any and all relationships with the City of Hamilton's Twin Cities

In alignment with the Committee's mandate, key deliverables include leading the following efforts, activities, and initiatives:

- Ongoing Kaga/Hamilton events commemorating the 50+ year 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

The Committee provides an ongoing review of Mundialization relationships and processes thereof. The benefit of participation is the enhancement of relationships between the residents of our twin communities both locally and internationally and the residents of the city of Hamilton.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

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

SPECIAL EVENT/PROJECT COSTS:

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

| | |
|--------------------|-------------------|
| TOTAL COSTS | \$5,890.00 |
|--------------------|-------------------|

| | |
|--|---------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$ n/a |
|--|---------------|

| | |
|---|-------------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$5,890.00 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$5,890.00) | \$5,890.00 |

CERTIFICATION:

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

Representative's Name: Anthony Macaluso


Signature: Anthony Macaluso

Date: December 19, 2022

Telephone #: Staff liaison Amy Majani – 1-365-323-5348



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Government Relations and Community Engagement Division

| | |
|---------------------------|---|
| TO: | Chair and Members Audit, Finance and Administration Committee |
| COMMITTEE DATE: | January 19, 2023 |
| SUBJECT/REPORT NO: | 2023 Budget Submission Hamilton Women and Gender Equity Committee (CM23002) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office (905) 546-2424 Ext. 2178 |
| SUBMITTED BY: | Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office |
| SIGNATURE: |  |

RECOMMENDATION

That the Hamilton Women and Gender Equity Committee 2023 base budget submission attached as Appendix "A" to Report CM23002 in the amount of \$3,500.00, be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Hamilton Women and Gender Equity Committee Budget for 2023 in the total amount of \$3,500.00 be submitted with the recommendation that it be approved.

The base budget request is the same from the 2022 approved budget (\$3,500.00).

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: - Page 2 of 3

Financial: The base budget requested for 2023 for the Hamilton Women and Gender Equity Committee is the same without increase from the budget requested and approved for 2022.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

At their November 2022 meeting, the Hamilton Women and Gender Equity Committee gave consideration to their budget needs for 2023. Their base budget submission is attached as Appendix “A” to Report CM23002.

The budget includes both incidental costs to support the Hamilton Women and Gender Equity Committee, as well as additional costs for specific events, programs and initiatives. Appendix “A” to Report CM23002 provides the detailed budget expenses for 2023.

| Committee Name | 2022 Approved | 2023 Base Request | Request from Reserve | Total 2023 Request |
|---|----------------------|--------------------------|-----------------------------|---------------------------|
| Hamilton Women and Gender Equity Committee (Appendix A to Report CM23002) | \$3,500.00 | \$3,500.00 | \$0 | \$3,500.00 |

In accordance with the Volunteer Committee Budget process, the budget is 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. The Committee may request to use those funds in future years for specific activities. This provides the Committee with an opportunity to plan ahead for specific projects, training or initiatives in future years, while minimizing increases to their annual base budget.

The Hamilton Women and Gender Equity Committee has not yet determined all of their activities for 2023. Should additional funding for the activities of the Hamilton Women & Gender Equity Committee be required in 2023, and be available in the Volunteer Advisory Committee Reserves, requests for reserve funding will be made at the appropriate time to the Audit, Finance and Administration Committee.

RELEVANT CONSULTATION

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: - Page 3 of 3

The Hamilton Women and Gender Equity Committee discussed their 2023 budget needs at their November 22, 2022 Committee meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendation will provide funding for the on-going operations of the Hamilton Women and Gender Equity Committee and enable them to continue to fulfil their mandate and terms of reference.

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” to Report CM23002 – 2023 Hamilton Women and Gender Equity Committee 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

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Hamilton Women and Gender Equity Committee BUDGET 2023

| |
|------------------------------------|
| PART A: General Information |
|------------------------------------|

ADVISORY COMMITTEE MEMBERS:

| | |
|-----------------------------|--|
| Deanna Allain, Chair | Heather Platt |
| Melanie Cummings | Stephanie Scardellato |
| Anne Davey | Gagan Batra |
| Adriana Harris | Jan Lukas |
| Autumn Getty | Julie Turner |
| Pascale Marchand | |
| Kathleen Shannon | |
| Yulena Wan | Councillor Representative, Nrinder Nann |

MANDATE:

The Hamilton Women and Gender Equity Committee is a Council mandated advisory committee of the City of Hamilton. Serving and acting as an advisory committee of Council relating to matters pertaining to women, non-binary and gender diverse to provide input with respect to matters of municipal concern.

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 women, non-binary and gender diverse communities through the Audit, Finance and Administration Committee.

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

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

To inform citizens of the City of Hamilton on issues affecting women and non-binary individuals and groups. To actively encourage women and non-binary folks to participate in all aspects of society and support them in their life choices.

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

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

ALIGNMENT WITH CORPORATE GOALS:

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

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

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

**Appendix A to Report CM23002
Page 3 of 4**

SPECIAL EVENT/PROJECT COSTS:

| | |
|---|-------------------|
| <ul style="list-style-type: none"> • Initiatives to be determined by the Committee that further advance Women & Gender Equity issues within the City of Hamilton • Partnership in the development and sharing of community resources and information • Subsidizing membership participation in workshops / conferences relevant to committee objectives • Additional Special Event/Project Cost of \$2,000.00 (for International Women's Day and other civic participation initiatives) | |
| SUB TOTAL | \$2,500.00 |

| | |
|--------------------|-------------------|
| TOTAL COSTS | \$3,500.00 |
|--------------------|-------------------|

| | |
|---|-------------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$3,500.00 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$3,500.00) | \$3,500.00 |

CERTIFICATION:

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

Representative's Name: **Deanna Allain**

Signature:

Deanna Allain

Date:

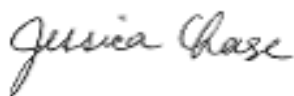
December 14, 2022

Telephone #:

905-546-2424 ext. 2178 (Inquiries will be fielded through the Staff Liaison)



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

| | |
|---------------------------|--|
| TO: | Chair and Members, Emergency and Community Services Committee |
| COMMITTEE DATE: | December 1, 2022 |
| SUBJECT/REPORT NO: | 2023 Budget Submission - Seniors Advisory Committee (HSC22054) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Lisa Maychak (905) 546-2424 Ext. 1721 Rachelle Ihekwoaba (905) 546-2424 Ext. 5909 |
| SUBMITTED BY: | Jessica Chase Director, Children's and Community Services Division Healthy and Safe Communities Department |
| SIGNATURE: |  |

RECOMMENDATION(S)

That the Seniors Advisory Committee 2023 base budget submission attached as Appendix "A" to Report HSC22054 in the amount of \$3000 be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Seniors Advisory Committee budget for 2023, in the amount of \$3000 is being submitted for approval.

Alternatives for Consideration – See Page 2

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget request for 2023 for the Seniors Advisory Committee is \$3000 which is an increase of \$500 over the budget requested and approved for 2022.

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 - Seniors Advisory Committee (HSC22054)
(City Wide) - Page 2 of 3**

HISTORICAL BACKGROUND

At their September 9, 2022 meeting, the Seniors Advisory Committee considered their budget needs for 2023. Their budget submission is attached as Appendix "A" to Report HSC22054. 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 an additional \$500 for 2023 with the total amount requested being \$3000. The additional \$500 is being requested for additional costs related to the return to in-person meetings, such as parking for committee members and meeting refreshments. The committee also plans to do additional engagement work with seniors in the community in 2023.

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 2023. Should additional funding be required in 2023 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 2023 budget needs at their September 9, 2022 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

**SUBJECT: 2022 Budget Submission - Seniors Advisory Committee (HSC22054)
(City Wide) - Page 3 of 3**

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement & Participation

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

Economic Prosperity and Growth

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

Healthy and Safe Communities

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

Clean and Green

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

Built Environment and Infrastructure

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

Culture and Diversity

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

Our People and Performance

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

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report HSC22054: Seniors Advisory Committee 2023 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

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

SENIOR ADVISORY COMMITTEE

Appendix A to Report HSC22054
Page 2 of 5

Appendix A to Report HSC22054
Page 1 of 5

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

| | |
|--------------------|-------------------|
| Penelope Petrie | Kamal Jain |
| David Broom | Noor Nizam |
| Marian Toth | Maureen McKeating |
| Marjorie Wahlman | Dahlia Pet grave |
| Carolann Fernandes | Sarah Shallwani |
| Anne Elliot | Barry Spinner |
| Aref Alshaikhahmed | Kathryn Wakeman |
| Sheryl Boblin | Alexander Huang |
| Steve Benson | Tom Manzuk |
| Peter Lesser | |

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:

Appendix A to Report HSC22054
Page 2 of 5

- 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 | | | |

PART C: Budget Request

INCIDENTAL COSTS:

| | |
|---|-------------------|
| Monthly meeting expenses (photocopying, refreshments, committee member parking), postage, and gifts for committee members who resign or who are on an approved sick leave (limit of \$25 per member). | \$1,500.00 |
| SUB TOTAL | \$1,500.00 |

Appendix A to Report HSC22054
Page 3 of 5

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, as well as advertising and promotional items for participation at events for seniors. | \$1,500.00 |
| SUB TOTAL | \$1,500.00 |

| | |
|--------------------|------------------------|
| TOTAL COSTS | \$ 3,000.00 |
|--------------------|------------------------|

| | |
|--|--------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$N/A |
|--|--------------|

| | |
|---|--------------------|
| TOTAL 2023 BUDGET REQUEST | \$ 3,000.00 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 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, Chair**

Signature:

Date:

Telephone #: 905-383-3558



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

| | |
|---------------------------|--|
| TO: | Chair and Members Emergency and Community Services Committee |
| COMMITTEE DATE: | December 1, 2022 |
| SUBJECT/REPORT NO: | 2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | James O'Brien (905) 546-2424 Ext. 3728 |
| SUBMITTED BY: | Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department |
| SIGNATURE: | <i>Michelle Baird</i> |

RECOMMENDATION(S)

That the Housing and Homelessness Advisory Committee 2023 base budget submission attached as Appendix "A" to Report HSC22056 in the amount of \$1,000 be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

The Housing and Homelessness Advisory Committee has prepared and approved their budget submission for 2023 in the amount of \$1,000. This submission is consistent with the 2022 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 2022. The \$1,000 will be used for meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation and a proposed 2023 committee orientation 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 (HSC22056) (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 25, 2022 meeting, the Housing and Homelessness Advisory Committee gave consideration to their 2023 budget needs. Their budget submission is attached as Appendix "A" to Report HSC22056. This budget covers meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation and a proposed orientation event for 2023. The committee is requesting the same budget they had in 2022 in the amount of \$1,000 for 2023.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The committee will outline a meeting schedule for 2023 if struck by Council, 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 as the committee moves back to in-person meetings. The committee has previously used their budget for information gathering events and in 2023, plan to host an orientation event related to affordable housing for their incoming members.

RELEVANT CONSULTATION

The Housing and Homelessness Advisory Committee discussed their 2023 budget needs at the November 25, 2022 meeting. After a thoughtful discussion they approved a budget submission that was consistent with their 2022 budget.

**SUBJECT: 2022 Budget Submission - Housing and Homelessness Advisory
Committee (HSC22056) (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 HSC22056: Housing and Homelessness Advisory Committee
2023 Budget Submission

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Housing and Homelessness Advisory Committee

Appendix A to Report HSC22056
Page 2 of 6

Appendix A to Report HSC22056

Page 1 of 6

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:**

Appendix A to Report HSC22056**Page 2 of 6**

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 | | | |

Appendix A to Report HSC22056
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| |
|-------------------------------|
| 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 |
|--------------------|----------------|

| | |
|--|----------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$2,995 |
|--|----------------|

| | |
|--|-----------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$ 1,000 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$) | \$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: _____

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Page 4 of 6


Signature:

Date:

Telephone #:



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

| | |
|---------------------------|---|
| TO: | Chair and Members Emergency and Community Services Committee |
| COMMITTEE DATE: | December 1, 2022 |
| SUBJECT/REPORT NO: | Hamilton Veterans Committee 2023 Budget Submission (PED22210) (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

- (a) That the Hamilton Veterans Committee 2023 base budget of \$43,000 be approved, attached as Appendix "A" to Report PED22210, and referred to the 2023 budget process for consideration.
- (b) That a one-time budget allocation for 2023 of \$12,000, funded by the Hamilton Veterans Committee Reserve, be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

For 2023, the Hamilton Veterans Committee (HVC) is requesting \$55,000 to coordinate Veterans' commemorative services, events and programmes. These include but are not limited to: Remembrance Day memorials at six locations across the City, the annual Garrison Parade, Decoration Day ceremonies, annual Dieppe Memorial Service and new Youth Education initiatives. The base budget of \$43,000 is no longer sufficient to ensure that these events are inclusive, accessible and safe.

2019 was the last year in which all Veterans Services and events were mounted at full scale. 2020 and 2021 saw most events either cancelled or scaled back. Since 2019, expenses have increased for wreaths, printing, musicians, tents, chairs, technical equipment rentals, enhanced sound systems (up 20% over 2019 costs) and

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

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

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

**SUBJECT: Hamilton Veterans Committee 2023 Budget Submission (PED22210)
(City Wide) - Page 2 of 4**

programming elements such as heritage warplane flypasts. Some of the largest increases in cost are for security and road safety. Costs for Cable 14 media streaming, ASL translation and sponsored school fieldtrips as part of the Hamilton Veterans Committee's Wreath Project are new expenditures.

To cover these increases, the HVC is requesting that \$12,000 from the HVC Reserve be added to their base budget for 2023. If costs continue to rise a request for an increase in the base budget may be submitted for 2024.

Alternatives for Consideration - Not Applicable

FINANCIAL - STAFFING - LEGAL IMPLICATIONS

Financial: The Hamilton Veterans Committee is requesting their current annual budget of \$43,000 be increased in 2023 to \$55,000 by using \$12,000 from the HVC Reserve.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

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

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

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

**SUBJECT: Hamilton Veterans Committee 2023 Budget Submission (PED22210)
(City Wide) - Page 3 of 4**

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

- Hamilton Veterans Committee
- Financial Coordinator, Financial Planning, Administration and Policy Division, Corporate Services Department
- Acting Manager, Finance and Administration, Financial Planning, Administration and Policy Division, Corporate Services Department

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The rationale for the addition of \$12,000 drawn from the HVC Reserve is based on:

- Increased event and programming costs since 2019;
- Increased attendance numbers at Remembrance Day services resulting in additional costs; and
- Between 2022 to 2028, the Hamilton Veterans Committee will return to hosting two services of Remembrance at Gore Cenotaph, one on November 11 and one Garrison Parade on the Sunday nearest, in order to include active members of the Reserve forces who cannot attend if November 11 falls on a weekday.

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.

Healthy and Safe Communities

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

**SUBJECT: Hamilton Veterans Committee 2023 Budget Submission (PED22210)
(City Wide) - Page 4 of 4**

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 PED22210 - 2023 Veterans Committee Budget Submission

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Hamilton Veterans Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

| | |
|----------------------------------|----------------------|
| Mike Rehill, Chair | Steve Waldron |
| Don Jackson | |
| Rod Paddon | |
| Dave Baldry | |
| Robert Fyfe | |
| Ed Sculthorpe, Vice Chair | |
| 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 & arm bands | \$500.00 |
| SUB TOTAL | \$500.00 |

SPECIAL EVENT/PROJECT COSTS:

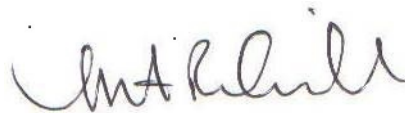
| | |
|--|---|
| Ceremonies/Services: <ul style="list-style-type: none"> - Hamilton (Gore Park Cenotaph), 2 ceremonies and parades - Community Ceremonies (Ancaster, Glanbrook, Dundas, Stoney Creek, Waterdown) - Dieppe Veteran's Memorial Service - Decoration Day - 'We Remember' Wreath Project - Communications & Marketing | \$36,000 \$6,000 \$4,000 \$4,000 \$3,500 \$1,000 |
|--|---|

| | |
|--|-----------------|
| SUB TOTAL | \$55,000 |
| TOTAL COSTS | \$55,000 |
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$12,000 |
| TOTAL 2023 BUDGET REQUEST | \$55,000 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2020 Request \$) | \$43,000 |

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: Mike Rehill



Signature:

Date:

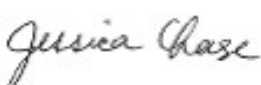
November 29, 2022

Telephone # :

905-546-2424 ext 4688 905-973-4005



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

| | |
|---------------------------|--|
| TO: | Chair and Members Audit, Finance and Administration Committee |
| COMMITTEE DATE: | December 1, 2022 |
| SUBJECT/REPORT NO: | Indigenous Advisory Committee 2023 Budget Request (HSC22058) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Jennifer DiDomenico (905) 546-2424 Extension 5596 Beth Dockstator (905) 546-2424 Extension 4071 |
| SUBMITTED BY: | Jessica Chase Director, Children's and Community Services Division Healthy and Safe Communities Department |
| SIGNATURE: |  |

RECOMMENDATION

That the Indigenous Advisory Committee base budget submission attached as Appendix "A" to Report HSC22058 in the amount of \$3,552, be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Indigenous Advisory Committee Budget for 2023 in the amount of \$3,552 is being submitted with the recommendation that it be approved. This base budget request is the same amount as the 2022 approved budget.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2023 is in keeping with the approved 2022 budget for the committee. No additional funds are being requested.

Staffing: N/A
 Legal: N/A

**SUBJECT: Indigenous Advisory Committee 2023 Budget Request (HSC22058)
(City Wide) - Page 2 of 2**

HISTORICAL BACKGROUND

Annually, the Volunteer Advisory Committees are funded through the levy to support activities related to their mandates. At its September 1, 2022 meeting, the Indigenous Advisory Committee considered its budget needs for 2023. Their budget submission is attached as Appendix "A" to Report HSC22058. The budget includes both incidental costs to support the Committee, as well as additional costs for specific events, programs, and community initiatives.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees can 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 to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. The committee has not yet determined all its activities for 2023. Should additionally funding for the Indigenous Advisory Committee be required, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

The Indigenous Advisory Committee discussed its 2023 budget needs at its September 1st, 2022 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

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

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 HSC22058 - Indigenous Advisory Committee Budget
Submission Form

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

INDIGENOUS ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

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

MANDATE:

The Indigenous Advisory Committee (IAC) is a volunteer advisory committee to the City of Hamilton. The IAC assists the City to honour and engage its Indigenous 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 Indigenous citizens 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 Indigenous citizens.

To provide a forum and mechanism for co-ordinated dialogue and consultation between and among Indigenous 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 Indigenous 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 (refreshments, advertising, signage, postage, photocopying etc.) | \$1000.00 |
| SUB TOTAL | \$1,000.00 |

SPECIAL EVENT/PROJECT COSTS:

| | |
|--|-------------------|
| To include: <ul style="list-style-type: none"> - National Indigenous Peoples Day and National Day for Truth and Reconciliation/Orange Shirt Day <ul style="list-style-type: none"> o Banner displays o NIPD recognition day event - Support and participation in events co-hosted with the Indigenous Relations team - Support Hamilton's local Indigenous community initiatives where applicable. | \$2552.00 |
| SUB TOTAL | \$2,552.00 |

| | |
|--------------------|-------------------|
| TOTAL COSTS | \$3,552.00 |
|--------------------|-------------------|

| | |
|--|--------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$N/A |
|--|--------------|

| | |
|--|------------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$3552.00 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$3552.00) | \$3552.00 |

CERTIFICATION:

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

Representative's Name:


Signature:

Date:

Telephone #:



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

| | |
|---------------------------|---|
| TO: | Chair and Members Public Works Committee |
| COMMITTEE DATE: | November 28, 2022 |
| SUBJECT/REPORT NO: | Hamilton Cycling Committee Budget 2023 (PED22196) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Danny Pimentel (905) 546-2424 Ext. 4581 |
| SUBMITTED BY: | Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department |
| SIGNATURE: |  |

RECOMMENDATION

- (a) That the Hamilton Cycling Committee 2023 Base Budget submission, in the amount of \$10,000, as described in Appendix "A" attached to Report PED22196, be approved and referred to the 2023 Budget process for consideration;
- (b) That, in addition to the base funding, a one-time budget allocation for 2023 of \$4,000 to support community events and initiatives that meet the mandate of the Committee, funded by the Hamilton Cycling Committee Reserve, be approved and referred to the 2023 Budget process for consideration;
- (c) That remaining funds from the 2022 Hamilton Cycling Committee Budget be allocated into the Hamilton Cycling Committee Reserve, to the upmost allowable amount.

EXECUTIVE SUMMARY

The Hamilton Cycling Committee (HCyC) has developed a request for funding for planned activities in 2023. With the endorsement of the HCyC Members, this request for funding is submitted to the Public Works Committee as Appendix "A" attached to this Report. This Report presents this proposed budget to the Public Works Committee for consideration as part of the 2023 Budget Process.

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

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

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

**SUBJECT: Hamilton Cycling Committee Budget 2023 (PED22196) (City Wide) -
Page 2 of 4**

The HCyC is proposing a 2023 Budget of \$14 K. Their proposed budget would be financed with \$10 K from the Levy through the Public Works Standing Committee and \$4 K from the HCyC Reserve. As of July 2022, the HCyC has a Reserve of \$16,416.94, therefore, there is no request to increase from the Levy in 2023.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Annually, citizen advisory committees are funded by the Levy to fund activities that supports the Committee’s Mandate. Typically, the annual budget for advisory committees is \$10,000. For 2023, the HCyC has requested a budget of \$14,000. The proposed budget will finance community educational activities, plus the production of safety and promotional materials. The \$4,000 from the Reserve will be used to support community events and initiatives that meet the mandate of the HCyC. As of July 2022, the HCyC has a Reserve of \$16,416.94.

The following table highlights the proposed 2023 Budget.

| Item | Proposed 2023 Budget |
|--|-----------------------------|
| Social Media Campaign | \$500 |
| Special Projects | \$5,000 |
| Tourism Promotions - supporting Ontario by Bike | \$500 |
| Supporting Community Events to Raise Awareness for Cycling | \$3,000 |
| Special Committee Cycling Events | \$2,000 |
| Training, Conferences and Memberships | \$2,000 |
| Meeting Expenses | \$1,000 |
| TOTAL | \$14,000 |
| Funds from Levy | \$10,000 |
| Funds from Reserve | \$4,000 |

Staffing: N/A

Legal: N/A

**SUBJECT: Hamilton Cycling Committee Budget 2023 (PED22196) (City Wide) -
Page 3 of 4**

HISTORICAL BACKGROUND

The HCyC advises the City of Hamilton on all matters related to cycling and micro-mobility, monitors the implementation of the Hamilton Cycling Master Plan, encourages and participates in planning for bicycling and micro-mobility facilities, encourages citizens to cycle instead of drive, educates the public about the benefits and necessities of cycling, and integrates the work of area municipal bicycle and active transportation committees. Cycling helps to maintain personal health thus, it helps to foster a healthier community.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

In preparation of this Report, the HCyC; the City of Hamilton; Corporate Services; Financial Planning, Administration, and Policy staff; and, the Office of the City Clerk were consulted. This Report is consistent with the legislative requirements to request funding for advisory committees.

RELEVANT CONSULTATION

In preparation of this Report, the HCyC; the City of Hamilton; Corporate Services; Financial Planning, Administration, and Policy staff; and, the Office of the City Clerk were consulted. This Report has been prepared in consistency with the legislative requirements to request funding for advisory committees.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

As a result of COVID-19, typical projects and events were not able to be conducted in 2020, 2021, and most of 2022.

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

Committee Members, in conjunction with community groups, promote cycling in Hamilton during events like Bike Day, Supercrawl, and other City festivals. The HCyC also proposes to grow the profile of cycling in Hamilton by promoting and hosting more cycling events across the City, like Movie Night, which was held in Corktown Park on June 4, 2022.

Historically, projects or events have typically included film screenings, bicycle rides, various campaigns and project research. Members have also served as volunteer staff for the HCyC booth at the Toronto International Bike Show, promoting Hamilton as a cycling destination. They receive and share feedback from people that cycle on

**SUBJECT: Hamilton Cycling Committee Budget 2023 (PED22196) (City Wide) -
Page 4 of 4**

Hamilton facilities, including Hamilton residents attending the show. The Committee works with Tourism Hamilton to promote the City's recreational assets by distributing the City map "Bike Routes, Trails & Parks", pamphlets printed by the Hamilton Conservation Authority, and financially contributes to the Ontario Cycling Organization - Ontario By Bike, to provide Hamilton specific information online. Feedback received by HCyC Members ensures cycling projects are well vetted by the community, thereby, improving the quality of cycling facilities for both recreation and commuting purposes.

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

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 PED22196 - 2023 Advisory Committee Budget Submission Form

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

HAMILTON CYCLING ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

| | |
|---------------------|--------------------|
| Jeff Axisa | Kate Berry |
| Roman Caruk | Sharon Gibbons |
| Jane Jamnik | Marko Maric |
| Ann McKay | Jessica Merolli |
| Cora Muis | William Oates |
| Chris Ritsma | Gary Rogerson |
| Cathy Sutherland | Dan van den Beukel |
| Kevin Vander Meulen | Christine Yachouh |

MANDATE:

- all matters related to cycling and micro-mobility
- monitors the implementation of the Hamilton Cycling Master Plan
- encourages and participates in planning for bicycling and micro-mobility facilities
- encourages citizens to cycle instead of drive
- educates the public about the benefits and necessities of cycling
- integrates the work of area municipal bicycle and active transportation committees

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- The Committee's goals are:
- Monitor and support progress in implementing the Cycling Master Plan
 - Ensure community input on specific details associated with implementing the Cycling Master Plan
 - Ensure that cycling needs are emphasized in all transportation related decisions
 - Encourage legislation and policy changes that are supportive of cycling and sustainable mobility
 - Promote cycling and micro-mobility for transportation and recreation through relevant events
 - Educate the public on the benefits, necessities, and safety aspects of cycling
 - Assist in establishing secure, adequate bicycle and scooter parking facilities
 - Represent the cycling community at City of Hamilton sponsored functions/events
 - Encourage the formation of, and liaise with other municipal cycling and active transportation committees
 - Foster a mutual respect between cyclists and other road users

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

ALIGNMENT WITH CORPORATE GOALS:

PART C: Budget Request

INCIDENTAL COSTS:

| | |
|------------------|----------------|
| Meeting Expenses | \$1,000 |
| SUB TOTAL | \$1,000 |

SPECIAL EVENT/PROJECT COSTS:

| | |
|--|-----------------|
| Social Media Campaign | \$500 |
| Special Projects | \$5,000 |
| Tourism Promotions - supporting Ontario By Bike | \$500 |
| Supporting Community Events to Raise Awareness for Cycling | \$3,000 |
| Special Committee Cycling Events | \$2,000 |
| Training, Conferences and Memberships | \$2,000 |
| SUB TOTAL | \$13,000 |

| | |
|--------------------|-----------------|
| TOTAL COSTS | \$14,000 |
|--------------------|-----------------|

| | |
|--|----------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$4,000 |
|--|----------------|

| | |
|---|-----------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$10,000 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2021 Request \$14,000) | \$14,000 |

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 Name: Chris Ritsma

Signature: 
Chris Ritsma (Oct 19, 2022 18:36 EDT)

Date: Oct 19, 2022






App A 2023 Advisory Committee Budget Submission Form_DRAFT

Final Audit Report

2022-10-19


| | |
|-----------------|--|
| Created: | 2022-10-19 |
| By: | Danny Pimentel (Danny.Pimentel@hamilton.ca) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA_W8fjQ2e3am29-3N_iF-jAiEQyxkcx_g |

"App A 2023 Advisory Committee Budget Submission Form_DR AFT" History

-  Document created by Danny Pimentel (Danny.Pimentel@hamilton.ca)
2022-10-19 - 1:47:51 PM GMT- IP address: 206.130.179.8
-  Document emailed to Chris Ritsma (chrisritsma@gmail.com) for signature
2022-10-19 - 1:48:18 PM GMT
-  Email viewed by Chris Ritsma (chrisritsma@gmail.com)
2022-10-19 - 10:34:37 PM GMT- IP address: 74.125.215.27
-  Document e-signed by Chris Ritsma (chrisritsma@gmail.com)
Signature Date: 2022-10-19 - 10:36:11 PM GMT - Time Source: server- IP address: 24.141.237.27
-  Agreement completed.
2022-10-19 - 10:36:11 PM GMT



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

| | |
|---------------------------|---|
| TO: | Mayor and Members General Issues Committee |
| COMMITTEE DATE: | November 30, 2022 |
| SUBJECT/REPORT NO: | Arts Advisory Commission Budget Submission (PED22209) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Jenn Mueller (905) 546-2424 Ext. 6281 |
| SUBMITTED BY: | Carrie Brooks-Joiner Director, Tourism and Culture Planning and Economic Development Department |
| SIGNATURE: |  |

RECOMMENDATION

That the Arts Advisory Commission 2023 budget submission attached as Appendix “A” to Report PED22209 in the amount of \$9,000 be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

The 2023 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 2023, the AAC has requested a flatlined base budget of \$9,000.

Staffing: None

Legal: None

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 (PED22209) (City Wide) - Page 2 of 3

HISTORICAL BACKGROUND

The Arts Advisory Commission has the following mandate:

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

The primary focus of the Arts Advisory Commission 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. In 2022 the AAC has focused on arts community recovery.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

This work is in alignment with the Council approved mandate of the AAC and the recommendations of the Mayor's Task Force on COVID recovery.

RELEVANT CONSULTATION

The Arts Advisory Commission, approved the 2023 budget submission, attached as Appendix "A" to Report PED22209, at its November 22nd, 2022 meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

On November 18th 2022 the AAC will host The Big Picture – Celebrating Resilience in the Arts Symposium as part of its consultation and outreach events with the arts community. The outcomes 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

SUBJECT: Arts Advisory Commission Budget Submission (PED22209) (City Wide) - Page 3 of 3

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” to Report PED22209 - 2023 Advisory Committees Budget Submission - Arts Advisory Commission

CITY OF HAMILTON

2023

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:

Arts Advisory Commission (AAC) held a public art forum in 2017 to gather information about the growth and needs of the arts community in Hamilton. The Big Picture Report was created with seven recommendations which would guide the work of AAC.

The 2018-2022 Term of AAC began working on The Big Picture recommendations, when the Covid-19 pandemic paused this initiative. The AAC pivoted by working with Hamilton Arts Council (HAC) to create a survey asking Hamilton artists to share how the pandemic affected their lives. Post-survey, AAC and HAC did a call for submissions, where art works were selected, awarded honorariums and are featured on the AAC City webpage.

The Big Picture Celebrating Resilience in the Arts Symposium being held November 18th, 2022 will gather the arts community in Hamilton again to revisit The Big Picture 2017 recommendations, to garner feedback around the current needs of the community post-pandemic and serve to guide the work of the next term of AAC 2022-2026.

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 | |
| 5) Built Environment & Infrastructure | | 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:

| | |
|------------------|--|
| | |
| SUB TOTAL | |

| | |
|--------------------|---------------|
| TOTAL COSTS | \$3300 |
|--------------------|---------------|

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

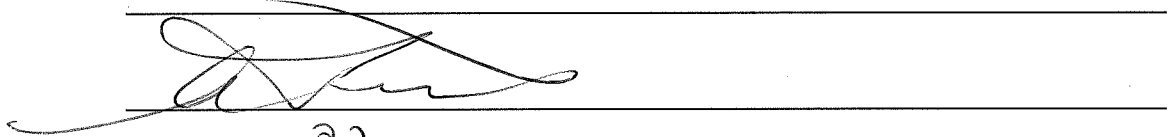
| | |
|---|---------|
| TOTAL 2021 BUDGET REQUEST (net of reserve funding) | \$9,000 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2023 Request \$9,000) | \$9,000 |

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:


November 18, 2023 

Telephone #:

905 516 9191



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Government Relations and Community Engagement Division

| | |
|---------------------------|--|
| TO: | Chair and Members Emergency and Community Services Committee |
| COMMITTEE DATE: | January 19, 2023 |
| SUBJECT/REPORT NO: | 2023 Budget Submission LGBTQ Volunteer Advisory Committee (CM23001) (City Wide) |
| WARD(S) AFFECTED: | City Wide |
| PREPARED BY: | Jocelyn Strutt Senior Project Manager, Public Engagement (905) 546-2424 Ext. 5702 |
| SUBMITTED BY: | Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office |
| SIGNATURE: |  |

RECOMMENDATION

- (a) That the LGBTQ Advisory Committee 2023 base budget submission attached as Appendix "A" to Report CM23001 in the amount of \$4,050.00, be approved and referred to the 2023 budget process for consideration.
- (b) That, in addition to the base funding, a one-time budget allocation for 2023 of \$2,000, for training around anti-racism, anti-oppression, and other topics related to the committee's mandate, to be partially funded by the LGBTQ Advisory Committee reserve (\$1,300), be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the LGBTQ Volunteer Advisory Committee Budget for 2023 in the total amount of \$5,350.00 be submitted with the recommendation that it be approved.

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: - Page 2 of 3

The base budget request is increased \$10.80 from the 2022 approved budget (\$4,039.20). That an additional \$1,300 be approved as requested from the Advisory Committee Reserve.

Alternatives for Consideration – See Page 3**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The base budget requested for 2022 for the LGBTQ Volunteer Advisory Committee is a \$10.80 increase from the budget requested and approved for 2022.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

At their November 2022 meeting, the LGBTQ Volunteer Advisory Committee gave consideration to their budget needs for 2023. Their base budget submission is attached as Appendix “A” to Report CM23001.

The budget includes both incidental costs to support the LGBTQ Volunteer Advisory Committee, as well as additional costs for specific events, programs and initiatives. Appendix “A” to Report CM23001 provides the detailed budget expenses for 2023.

| Committee Name | 2022 Approved | 2023 Base Request | Request from Reserve | Total 2023 Request |
|--|----------------------|--------------------------|-----------------------------|---------------------------|
| LGBTQ Volunteer Advisory Committee (Appendix A to Report CM23001) | \$4,039.20 | \$4,050.00 | \$1,300 | \$5,350.00 |

In accordance with the Volunteer Committee Budget process, the budget is 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. The Committee may request to use those funds in future years for specific activities. This provides the Committee with an opportunity to plan ahead for specific projects, training or initiatives in future years, while minimizing increases to their annual base budget.

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: - Page 3 of 3

The LGBTQ Volunteer Advisory Committee has not yet determined all of their activities for 2023. Should additional funding for the activities of the LGBTQ Volunteer Advisory Committee be required in 2023, and be available in the Volunteer Advisory Committee Reserves, requests for reserve funding will be made at the appropriate time to the Emergency and Community Services Committee.

RELEVANT CONSULTATION

The LGBTQ Volunteer Advisory Committee discussed their 2023 budget needs at their November 22, 2022 Committee meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendation will provide funding for the on-going operations of the LGBTQ Volunteer Advisory Committee and enable them to continue to fulfil their mandate and Terms of Reference.

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” to Report CM23001 – 2023 LGBTQ Volunteer Advisory Committee 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

2023

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 Weltz |
| Shaiden Keaney | Councillor Maureen Wilson |
| Keston Roberts | |

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 Emergency & Community Services 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.

ALIGNMENT WITH CORPORATE GOALS:

| 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:

| | |
|---|-----------------|
| Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.) | |
| 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 | \$3,300.00 |

| | |
|--------------------|-------------------|
| TOTAL COSTS | \$4,050.00 |
|--------------------|-------------------|

| | |
|--|-------------------|
| Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances) | \$1,300.00 |
|--|-------------------|

| | |
|---|-------------------|
| TOTAL 2023 BUDGET REQUEST (net of reserve funding) | \$4,050.00 |
| PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$4,039.20) | \$4,039.20 |

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: **Rebecca Banky**

Signature: *Rebecca Banky*

Date: **November 25th 2022**

Telephone #: **289-925-2353**
