



City of Hamilton
GENERAL ISSUES COMMITTEE REVISED

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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1. APPROVAL OF AGENDA	
2. DECLARATIONS OF INTEREST	
3. APPROVAL OF MINUTES OF PREVIOUS MEETING	
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4. COMMUNICATIONS	
4.1 Correspondence from the Royal Botanical Gardens respecting Updated 2023 Budget Documents. Recommendation: Be received.	10
4.2 Correspondence from Grand River Conservation Authority, respecting the 2023 Grand River Conservation Authority Budget and Levy Meeting Recommendation: Be received.	12
*4.3 Correspondence from John Wigle, Carnegie Gallery, respecting the Living Wage Motion before General Issues Committee Recommendation: Be received and referred to consideration of Item 7.3	62

- *4.4 Correspondence from Simranjeet Singh; President, and Elizabeth Wong; Vice President, McMaster Students Union, respecting the motion to provide a living wage for full-time student and seasonal employees 64

Recommendation: Be received and referred to consideration of Item 7.3.

5. CONSENT ITEMS

6. STAFF PRESENTATIONS

- 6.1 2023 Preliminary Tax Supported Budget - Referred Items and Business Cases 65

7. DISCUSSION ITEMS

- 7.1 Hamilton Beach Rescue Unit 2023 Budget Discussion (No Copy)
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7.18	2023 Budget Submission LGBTQ Volunteer Advisory Committee (CM23001) (City Wide)	211
*7.19	Follow-up: Alcohol, Drug, & Gambling Services and Community Mental Health Promotion Budget 2022-2023 (BOH22012(c)) (City Wide)	219
*7.20	Cycling Infrastructure 2023 – Accelerating the Cycling Master Plan (PED23042(a) / PW23008(a)) (City Wide)(Outstanding Business List Item)	223
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 <i>Ontario Municipal Act</i> , 2001, as amended, as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.	
12.	ADJOURNMENT	



**GENERAL ISSUES COMMITTEE
(OPERATING BUDGET)
MINUTES 23-001(e)**

9:30 a.m.

Thursday, February 3, 2023
Council Chambers, City Hall, 2nd Floor
71 Main Street West, Hamilton, Ontario

Present: Mayor A. Horwath, Councillors J.P. Danko (Vice-Chair)
J. Beattie, C. Cassar, M. Francis, T. Hwang, T. Jackson,
C. Kroetsch, T. McMeekin, N. Nann, E. Pauls, M. Spadafora,
M. Tadeson, A. Wilson, M. Wilson

Absent: Councillor B. Clark – Personal

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

**1. Revenue Generation through Sponsorships and Partnerships (CM23009)
(City Wide) (Item 7.1)**

(Cassar/Nann)

That Report CM23009, respecting Revenue Generation through Sponsorships and Partnerships, be received.

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

Yes	-	Mayor Andrea Horwath
Yes	-	Ward 1 Councillor Maureen Wilson
Absent	-	Ward 2 Councillor Cameron Kroetsch
Yes	-	Ward 3 Councillor Nrinder Nann
Yes	-	Ward 4 Councillor Tammy Hwang
Yes	-	Ward 5 Councillor Matt Francis
Yes	-	Ward 6 Councillor Tom Jackson
Yes	-	Ward 7 Councillor Esther Pauls
Yes	-	Ward 8 Councillor J. P. Danko
Absent	-	Ward 9 Councillor Brad Clark
Absent	-	Ward 10 Councillor Jeff Beattie
Absent	-	Ward 11 Councillor Mark Tadeson
Yes	-	Ward 12 Councillor Craig Cassar
Yes	-	Ward 13 Councillor Alex Wilson
Absent	-	Ward 14 Councillor Mike Spadafora
Yes	-	Ward 15 Councillor Ted McMeekin

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 1)

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

(Cassar/Francis)

That the agenda for the February 3, 2023 General Issues Committee (Budget) meeting, be approved, as presented.

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

Yes	-	Mayor Andrea Horwath
Yes	-	Ward 1 Councillor Maureen Wilson
Yes	-	Ward 2 Councillor Cameron Kroetsch
Absent	-	Ward 3 Councillor Nrinder Nann
Yes	-	Ward 4 Councillor Tammy Hwang
Yes	-	Ward 5 Councillor Matt Francis
Absent	-	Ward 6 Councillor Tom Jackson
Yes	-	Ward 7 Councillor Esther Pauls
Yes	-	Ward 8 Councillor J. P. Danko
Absent	-	Ward 9 Councillor Brad Clark
Yes	-	Ward 10 Councillor Jeff Beattie
Yes	-	Ward 11 Councillor Mark Tadeson
Yes	-	Ward 12 Councillor Craig Cassar
Yes	-	Ward 13 Councillor Alex Wilson
Yes	-	Ward 14 Councillor Mike Spadafora
Yes	-	Ward 15 Councillor Ted McMeekin

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

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

(i) January 26, 2023 (Item 3.1)

(Pauls/Cassar)

That the minutes of the January 26, 2023 General Issues Committee (Budget), be approved, as presented.

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

Yes	-	Mayor Andrea Horwath
Yes	-	Ward 1 Councillor Maureen Wilson
Yes	-	Ward 2 Councillor Cameron Kroetsch
Absent	-	Ward 3 Councillor Nrinder Nann
Yes	-	Ward 4 Councillor Tammy Hwang

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Yes	-	Ward 5	Councillor Matt Francis
Absent	-	Ward 6	Councillor Tom Jackson
Yes	-	Ward 7	Councillor Esther Pauls
Yes	-	Ward 8	Councillor J. P. Danko
Absent	-	Ward 9	Councillor Brad Clark
Yes	-	Ward 10	Councillor Jeff Beattie
Yes	-	Ward 11	Councillor Mark Tadeson
Yes	-	Ward 12	Councillor Craig Cassar
Yes	-	Ward 13	Councillor Alex Wilson
Yes	-	Ward 14	Councillor Mike Spadafora
Yes	-	Ward 15	Councillor Ted McMeekin

(d) STAFF PRESENTATIONS (Item 6)

(i) City Manager's Office - 2023 Tax Supported Operating Budget (Item 6.1)

Janette Smith, City Manager, provided the presentation respecting the City Manager's Office - 2023 Tax Supported Operating Budget, and answered questions of Committee.

(Spadafora/Cassar)

That the presentation respecting the City Manager's Office - 2023 Tax Supported Operating Budget, be received.

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

Yes	-	Mayor Andrea Horwath
Yes	-	Ward 1 Councillor Maureen Wilson
Yes	-	Ward 2 Councillor Cameron Kroetsch
Yes	-	Ward 3 Councillor Nrinder Nann
Yes	-	Ward 4 Councillor Tammy Hwang
Yes	-	Ward 5 Councillor Matt Francis
Yes	-	Ward 6 Councillor Tom Jackson
Yes	-	Ward 7 Councillor Esther Pauls
Yes	-	Ward 8 Councillor J. P. Danko
Absent	-	Ward 9 Councillor Brad Clark
Yes	-	Ward 10 Councillor Jeff Beattie
Yes	-	Ward 11 Councillor Mark Tadeson
Yes	-	Ward 12 Councillor Craig Cassar
Yes	-	Ward 13 Councillor Alex Wilson
Yes	-	Ward 14 Councillor Mike Spadafora
Yes	-	Ward 15 Councillor Ted McMeekin

(Kroetsch/Cassar)

That the General Issues Committee recess for 30 minutes until 1:00 pm.

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

Yes	-	Mayor Andrea Horwath
Yes	-	Ward 1 Councillor Maureen Wilson
Yes	-	Ward 2 Councillor Cameron Kroetsch
Yes	-	Ward 3 Councillor Nrinder Nann
Yes	-	Ward 4 Councillor Tammy Hwang
Yes	-	Ward 5 Councillor Matt Francis
Yes	-	Ward 6 Councillor Tom Jackson
Absent	-	Ward 7 Councillor Esther Pauls
Yes	-	Ward 8 Councillor J. P. Danko
Absent	-	Ward 9 Councillor Brad Clark
Yes	-	Ward 10 Councillor Jeff Beattie
Yes	-	Ward 11 Councillor Mark Tadeson
Yes	-	Ward 12 Councillor Craig Cassar
No	-	Ward 13 Councillor Alex Wilson
Absent	-	Ward 14 Councillor Mike Spadafora
Yes	-	Ward 15 Councillor Ted McMeekin

(ii) 2023 Preliminary Tax Operating Budget - Corporate Financials and Non Program Revenues (Item 6.2)

Mike Zegarac, General Manager of Finance and Corporate Services, provided the presentation respecting the 2023 Preliminary Tax Operating Budget - Corporate Financials and Non Program Revenues, and answered questions of Committee.

(Tadeson/Jackson)

That the presentation respecting the 2023 Preliminary Tax Operating Budget - Corporate Financials and Non Program Revenues, be received.

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

Yes	-	Mayor Andrea Horwath
Yes	-	Ward 1 Councillor Maureen Wilson
Yes	-	Ward 2 Councillor Cameron Kroetsch
Yes	-	Ward 3 Councillor Nrinder Nann
Yes	-	Ward 4 Councillor Tammy Hwang
Yes	-	Ward 5 Councillor Matt Francis
Yes	-	Ward 6 Councillor Tom Jackson
Absent	-	Ward 7 Councillor Esther Pauls
Yes	-	Ward 8 Councillor J. P. Danko
Absent	-	Ward 9 Councillor Brad Clark
Yes	-	Ward 10 Councillor Jeff Beattie
Yes	-	Ward 11 Councillor Mark Tadeson
Yes	-	Ward 12 Councillor Craig Cassar
Yes	-	Ward 13 Councillor Alex Wilson

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Absent - Ward 14 Councillor Mike Spadafora
Yes - Ward 15 Councillor Ted McMeekin

(e) MOTIONS (Item 11)

(i) Right of Way Revenues

(Horwath/Hwang)

That staff undertake a review of Right of Way revenues budget and report back to GIC Budget through the 2024 Budget process with recommendations regarding potential opportunities to increase revenues to the City both in relation to existing Right of Way Agreements and changes in policy to maximize revenues with future Right of Way Agreements and contracts.

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

Yes - Mayor Andrea Horwath
Yes - Ward 1 Councillor Maureen Wilson
Absent - Ward 2 Councillor Cameron Kroetsch
Yes - Ward 3 Councillor Nrinder Nann
Yes - Ward 4 Councillor Tammy Hwang
Yes - Ward 5 Councillor Matt Francis
Yes - Ward 6 Councillor Tom Jackson
Yes - Ward 7 Councillor Esther Pauls
Yes - Ward 8 Councillor J. P. Danko
Absent - Ward 9 Councillor Brad Clark
Absent - Ward 10 Councillor Jeff Beattie
Absent - Ward 11 Councillor Mark Tadeson
Yes - Ward 12 Councillor Craig Cassar
Yes - Ward 13 Councillor Alex Wilson
Absent - Ward 14 Councillor Mike Spadafora
Yes - Ward 15 Councillor Ted McMeekin

(f) ADJOURNMENT (Item 12)

(Francis/A. Wilson)

That there being no further business, the General Issues Committee be adjourned at 1:50 p.m.

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

Yes - Mayor Andrea Horwath
Yes - Ward 1 Councillor Maureen Wilson
Absent - Ward 2 Councillor Cameron Kroetsch
Yes - Ward 3 Councillor Nrinder Nann
Yes - Ward 4 Councillor Tammy Hwang
Yes - Ward 5 Councillor Matt Francis

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Yes	-	Ward 6	Councillor Tom Jackson
Yes	-	Ward 7	Councillor Esther Pauls
Yes	-	Ward 8	Councillor J. P. Danko
Absent	-	Ward 9	Councillor Brad Clark
Absent	-	Ward 10	Councillor Jeff Beattie
Absent	-	Ward 11	Councillor Mark Tadeson
Yes	-	Ward 12	Councillor Craig Cassar
Yes	-	Ward 13	Councillor Alex Wilson
Absent	-	Ward 14	Councillor Mike Spadafora
Yes	-	Ward 15	Councillor Ted McMeekin

Respectfully submitted,

Councillor John-Paul Danko
Vice-Chair, General Issues Committee
Budget

Angela McRae
Legislative Coordinator
Office of the City Clerk

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
	5,457,471	5,473,229	5,501,981	5,518,350	5,518,320	5,556,345	
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
	4,769,976	2,144,838	3,566,368	7,496,026	8,623,322	8,996,964	
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	
	3,205,678	2,297,497	3,305,971	2,905,484	3,688,120	3,836,256	
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	
	1,770,208	2,802,135	1,673,011	1,796,738	1,478,617	1,513,457	
Total Revenue	15,203,333	12,717,700	14,047,331	17,716,598	19,308,379	19,903,022	
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	15,169,090	12,549,040	13,929,964	17,627,753	19,403,765	20,802,744	
NET POSITION	34,243	168,660	117,367	88,845	-95,386	-899,723	
Board Restricted Funds (COVID Recovery)	0	0	0	0	0	905,630	14
Effect on Unrestricted Net Assets	34,243	168,660	117,367	88,845	-95,386	5,908	

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.



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca

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 (WECI) 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%
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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%
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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.

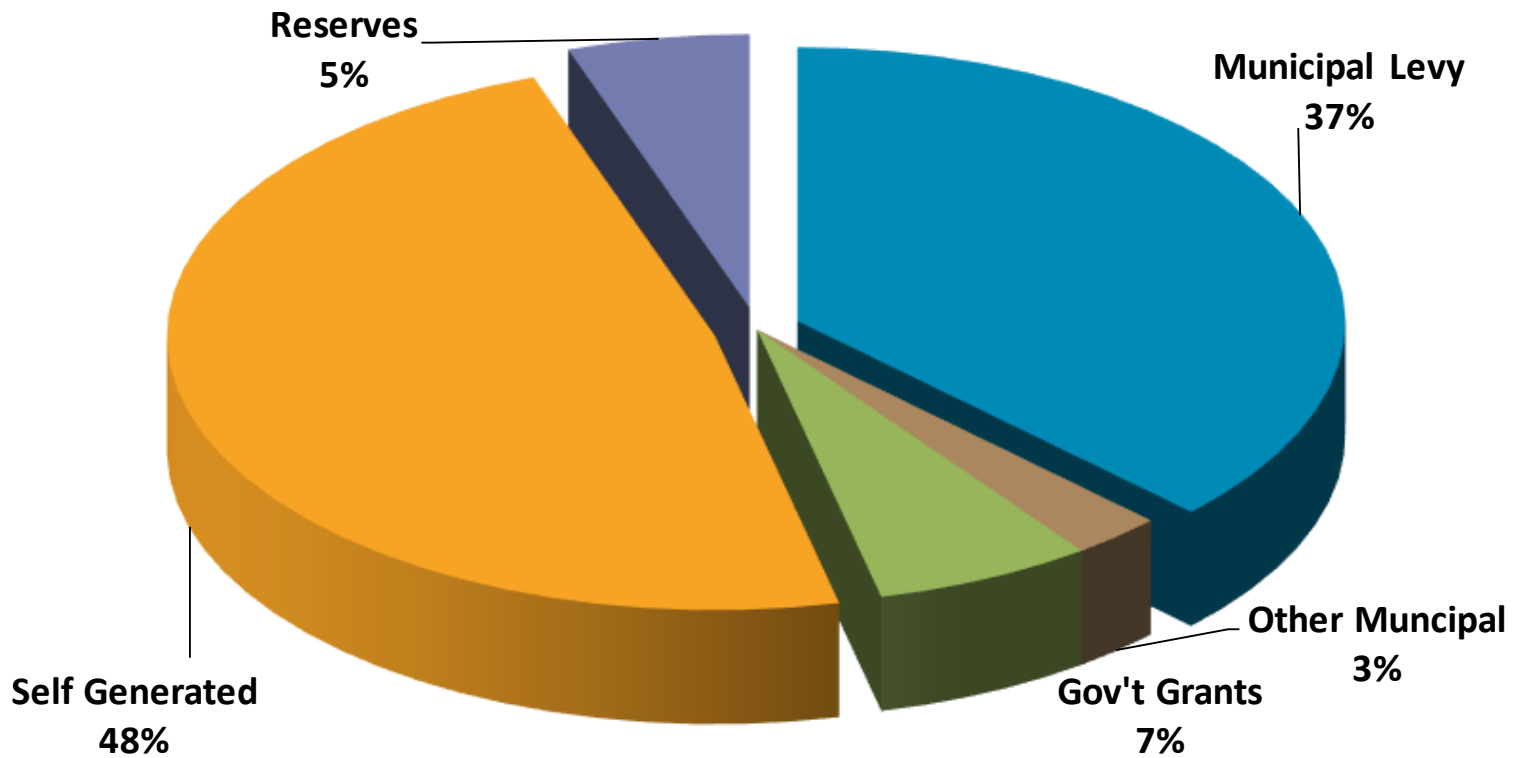
GRAND RIVER CONSERVATION AUTHORITY

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	-	-	

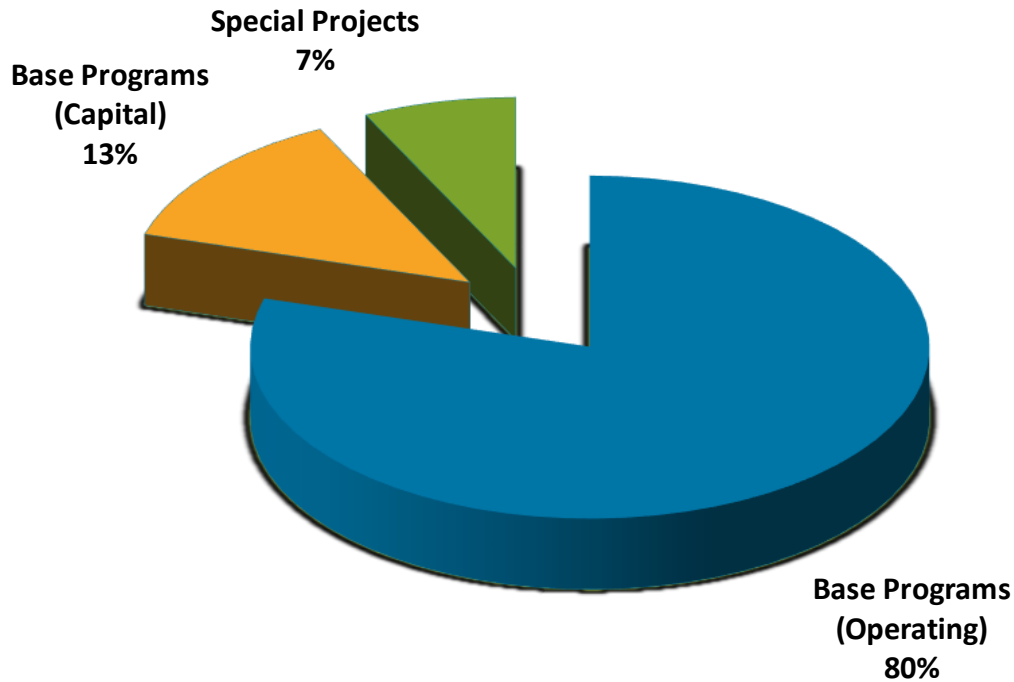
2023 Budget – Revenue by Source

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

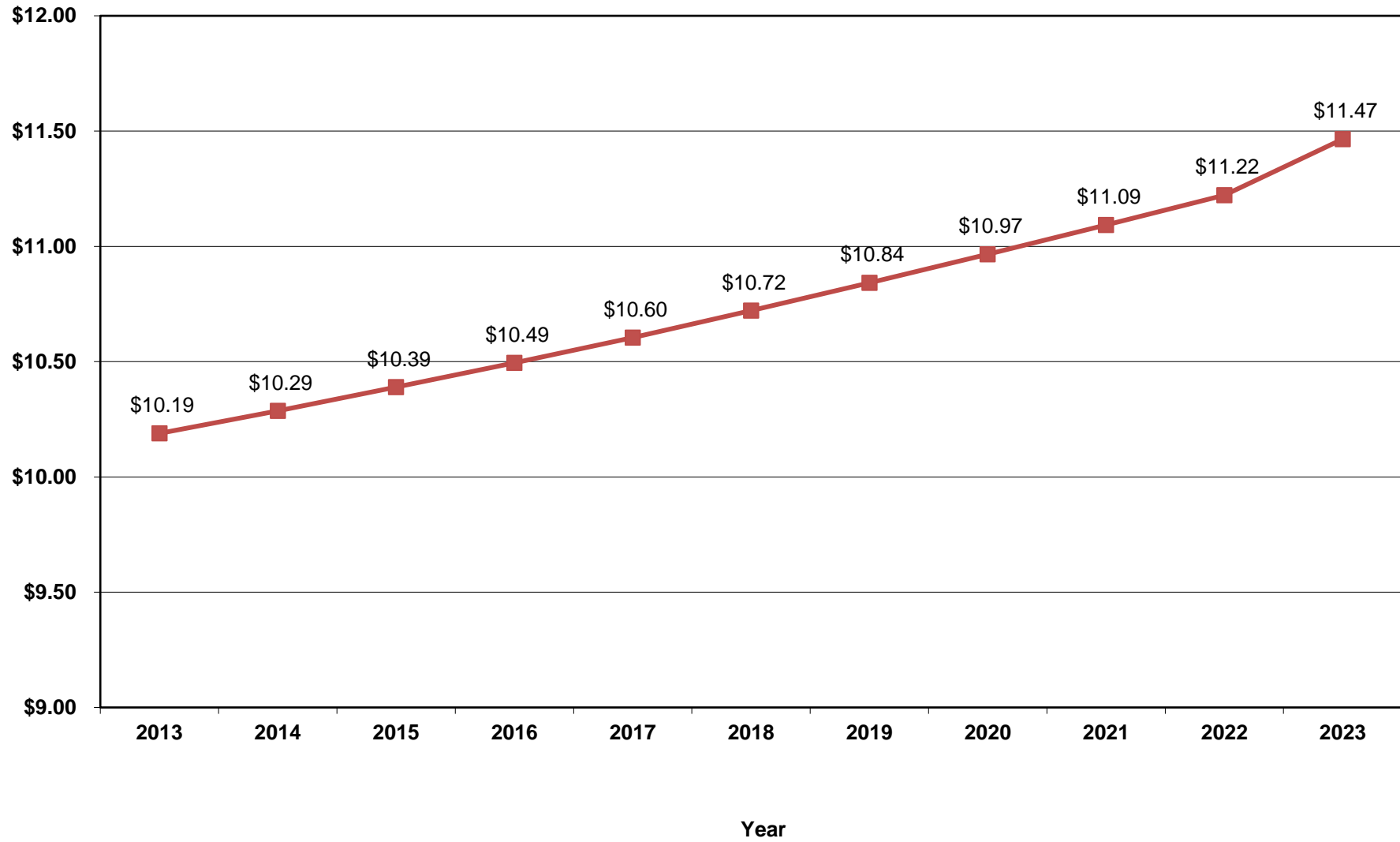


2023 Budget – Expenditures by Category

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	TOTAL		
		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			
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	A	
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	B	
"Other Programs" Surplus/(Loss)	B less A															(482,800)	
Loss to be offset with Surplus	C															(482,800)	
Surplus 2021 carried forward to 2022																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	C	
																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
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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%

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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



10 King Street West, Dundas, Ontario L9H 1T7
905.627.4265 | www.carnegiegallery.org

February 6, 2023

Mayor Andrea Horvath
City Hall
71 Main Street West
Hamilton, Ont L8P 4Y5

Your Worship:

Re: Living Wage Motion before General Issues Committee ("GIC")

I am the Chair of the Board of Directors of Dundas Art & Craft Association, also known as The Carnegie Gallery. We have been informed by Councillor Alex Wilson that the above-mentioned motion will be heard by the GIC at its meeting on Tuesday, February 7th. I make this submission on behalf of Carnegie Gallery and I ask that this letter be filed in accordance with the committee's practice so that it is available for tomorrow's meeting.

Carnegie Gallery is a not-for-profit corporation, now governed by the Ontario Not-for-Profit Corporations Act, and it is a charity registered with Canada Revenue Agency. The Gallery has carried out its mandate for over 40 years thanks to the efforts of previous Boards, staff, members, volunteers and donors. Our membership is comprised of 80 artist members and approximately 230 supporting members.

Carnegie Gallery is a small employer in the vital but insufficiently funded Hamilton arts community. As of February 2022 the Gallery has provided employment to 2 full-time employees (Gallery Administrator and Fundraising & Marketing Specialist) and 2 part-time employees (Curator who works on an as needed basis and an Administrative Assistant who works weekends). Also, for the past 25 or more summers Carnegie has employed a university/college student for 8 to 12 weeks using a grant received from Service Canada under the federal Canada Summer Jobs program.

In order to carry out its mandate – and to “keep the lights on” – the Board and staff continually research, prepare and submit increasingly complicated applications for grants to all 3 levels of government and to public and private foundations. A frequent, if not perennial question by foundations and particularly by government is whether the applicant is paying “a living wage” to its employees. As an employer the Board would like the Carnegie to be able to pay “a competitive wage” so as to ensure retention of employees, among other goals.

Carnegie Gallery supports the pending motion. It is a worthy effort, but it is probably only the beginning. Thank you for your attention to this important matter.

Yours truly,

THE CARNEGIE GALLERY

A handwritten signature in black ink that reads "John M. Wige". The signature is fluid and cursive, with the first name "John" being the most prominent.

John M. Wige, Chair



10 King St. West,
Dundas, ON L9H 1T7
www.carnegiegallery.org
905 627-4265

cc. Councillor Alex Wilson (Ward 13)

cc. Nancy McKibbin-Gray, Past Chair



February 3, 2023

To: Members of Hamilton City Council

Re: Motion to provide a living wage for full-time student and seasonal employees

On behalf of the McMaster Students Union, we ask that Hamilton City Council accept this letter in support of the motion to implement a living wage for all full-time summer students and full-time seasonal employees. The MSU believes that implementing a living wage for full-time employment is necessary to adequately support people not only in their pursuit of a post-secondary degree, but also to tackle the mental and physical health challenges faced by those living below the poverty line.

Student staff members working full-time for the City in a seasonal or temporary capacity face the same cost pressures of rent, food, energy, and other essentials as any other City employee. But affordability is an even larger concern for post-secondary students, as students have only a short time to work 35+ hours a week to save for tuition and academic expenses - in addition to basic necessities - for the other eight months of the year. This fact is further exacerbated by the housing crisis and rent inflation that persist in our city. Students are reporting rent increases above 20% in some cases, along with a shortage of available rental units, which further limits supply and drives up living costs.

Previous Councillors have repeatedly told students of Hamilton's three post-secondary institutions that the retention of graduates from McMaster, Mohawk, and Redeemer was a priority for the City. Those words seem hollow when PSE students continue to be the lowest paid full-time staff, and therefore have the hardest time living in the city year-round. If Hamilton truly wants to prioritize graduate retention, it should facilitate a wage structure that demonstrates fairness and equality amongst full-time employees, rather than relegating 'student' full-time staff to less than a living wage.

Summer student employees are residents, active citizens, and future Hamilton leaders. We are asking the City to support full-time student employment and demonstrate a commitment to combatting poverty by offering post-secondary students a rightly deserved living wage. The MSU does believe that the City should pay students a living wage because it is the right thing to do. Simultaneously, we hope the City sets an example for other organizations to follow. We should all be working towards a city and a society where people earn a living wage and can afford basic necessities. Students must be included in that progress. We hope Council will take this into consideration, approve this motion, and stand in support of full-time student and seasonal employees.

Sincerely,

Simranjeet (Sim) Singh
MSU President
president@msu.mcmaster.ca
905-525-9140 ext. 23885

Elizabeth Wong
Vice President (Education)
vped@msu.mcmaster.ca
905-525-9140 ext. 24017

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%

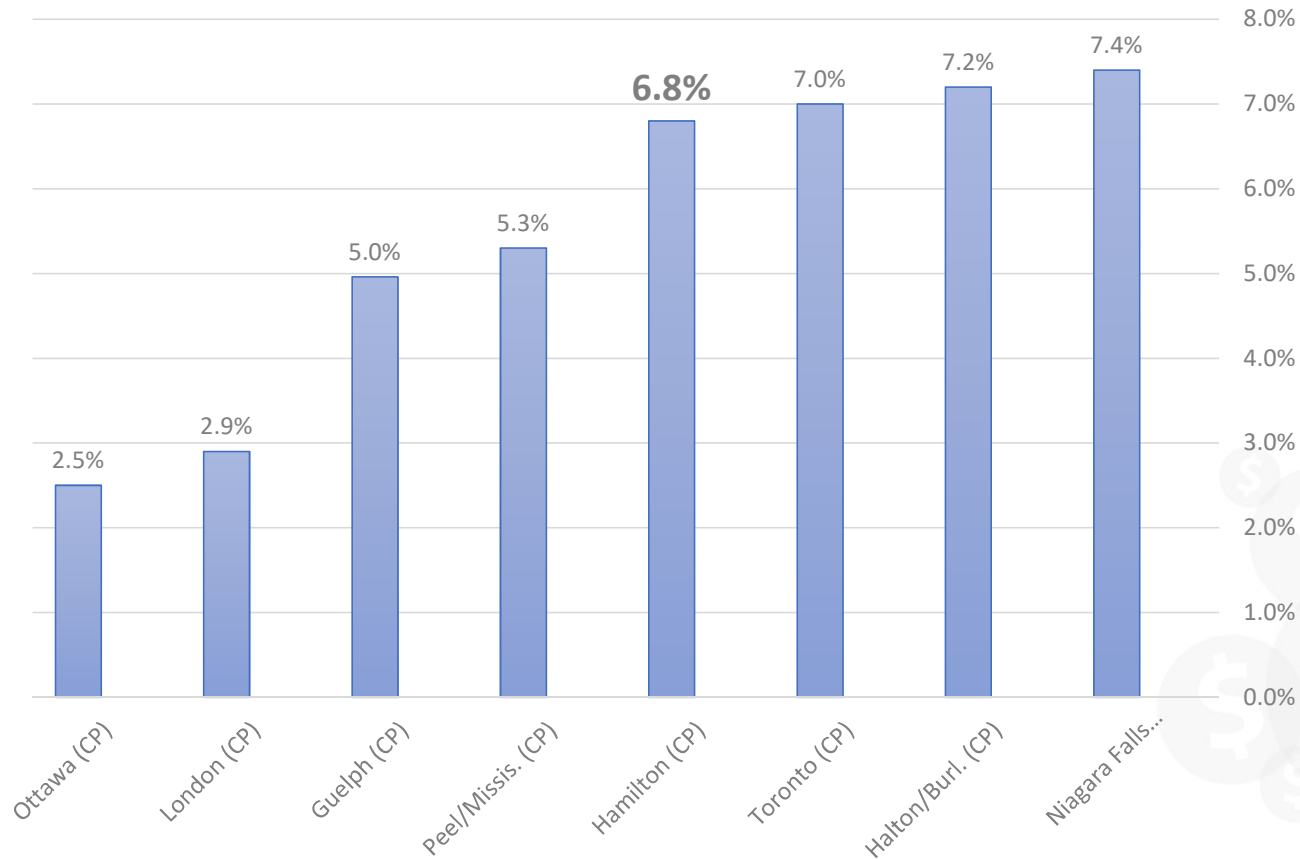
* Note: Current forecast is inclusive of all amending items included projected assessment growth, the updated education rate and net levy restrictions, as well as pending Council Referred Items, Business Cases and other budget adjustments

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 Enhance-ment-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 Sychaj (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;

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- (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

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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.

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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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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.

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ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Economic Prosperity and Growth

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

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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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.

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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%.

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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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“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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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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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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SUBJECT: Living Wage (HUR20003(b)/FCS20013(b)) (City Wide) - Page 10 of 12**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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**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
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$0.00
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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

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 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.

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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
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$2987.84
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TOTAL 2023 BUDGET REQUEST (net of reserve funding)	\$ 4487.84
PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$)	\$1500.00

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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.

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

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

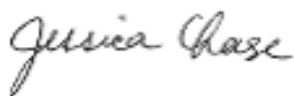
December 14, 2022

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

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 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
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$N/A
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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
Page 3 of 6

PART C: Budget Request

INCIDENTAL COSTS:

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

SPECIAL EVENT/PROJECT COSTS:

N/A	0
SUB TOTAL	\$0

TOTAL COSTS	\$1,000
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$2,995
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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: _____

Appendix A to Report HSC22056
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:

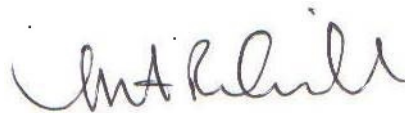
Ceremonies/Services: <ul style="list-style-type: none"> - Hamilton (Gore Park Cenotaph), 2 ceremonies and parades - Community Ceremonies (Ancaster, Glanbrook, Dundas, Stoney Creek, Waterdown) - Dieppe Veteran's Memorial Service - Decoration Day - 'We Remember' Wreath Project - Communications & Marketing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

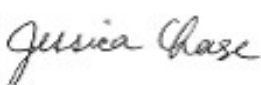
November 29, 2022

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

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: 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
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$N/A
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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
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$4,000
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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
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	
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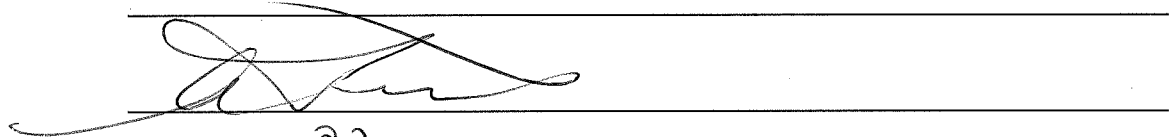
TOTAL 2021 BUDGET REQUEST (net of reserve funding)	\$9,000
PREVIOUS YEAR (2022) APPROVED BUDGET (2023 Request \$9,000)	\$9,000

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.

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



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Public Health Services – Epidemiology and Wellness Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 7, 2023
SUBJECT/REPORT NO:	Follow-up: Alcohol, Drug, & Gambling Services and Community Mental Health Promotion Budget 2022-2023 (BOH22012(c)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Susan Boyd (905) 546-2424 Ext. 2888
SUBMITTED BY:	Dr. Elizabeth Richardson, MD, MHSc, FRCPC Medical Officer of Health Public Health Services – Office of the Medical Officer of Health
SIGNATURE:	

RECOMMENDATION

That funding for the net 0.6 FTE for Alcohol, Drug & Gambling Services and the net 0.65 FTE for the Community Mental Health Promotion Program, that is not covered in the capped Ontario Health West 2023-2024 budget, be referred to the 2023 Tax Operating Budget for Council deliberation.

EXECUTIVE SUMMARY

The Alcohol, Drug, & Gambling Services Program (ADGS) and its Community Mental Health Promotion Program (CMHPP) is a program within Public Health Services that provides important outpatient services to individuals experiencing mental health, addictions and/or homelessness concerns. The programs work collaboratively with individuals to improve their well-being, while also addressing other social determinants of health. These programs are managed together and share some staffing positions across programs to effectively provide service.

As a result of capped funding from Ontario Health West for the 2022-2023 budget, the Alcohol, Drug & Gambling Services Program (ADGS) and Community Mental Health Promotion Program (CMHPP) had to reduce staffing. The result was a net decrease of 0.6 FTE for ADGS and the 0.65 FTE for CHMPP.

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: Follow-up: Alcohol, Drug, & Gambling Services and Community Mental Health Promotion Budget 2022-2023 (BOH22012(c)) (City Wide)
- Page 2 of 4

At the December 7, 2022 Council meeting, the following direction was provided:

- a) That staff be given the authority to continue the program until April 30, 2023 with the continuation of the program costs be provided from the 2022 Year-End surplus or Tax Rate Stabilization Reserve; and,
- b) That the Medical Officer of Health or designate report back on the budget impact of maintaining Alcohol, Drug & Gambling Services and the Community Mental Health Promotion Program and to be referred to the 2023 Tax Supported Operating Budget.

Because of the above direction, staffing has been maintained until April 1, 2023. The purpose of this report is to report back on the impact of maintaining this staffing until the end of 2023.

Alternatives for Consideration – See Page 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The 2022-2023 budget recommendation to decrease complement in the ADGS Ontario Health West budget by 0.6 FTE and the CMHPP Ontario Health West budget by 0.65 FTE was to enable costs to remain within the funding cap as provided by the Ministry

To maintain the 0.6 FTE in ADGS from April 1, 2023 until December 31, 2023 the cost would be \$49,180 and for the CMHPP 0.65 FTE for the same time period the cost would be \$56,420, for a combined cost of \$105,420.

Staffing: In the 2022-2023 ADGS and CMHPP Budget there was a decrease of net 0.6 FTE for ADGS and a decrease of net 0.65 FTE for the Community Mental Health Promotion Program. As noted in the finance section above this decrease will be carried forward into the 2023-2024 budget year, pending approval of the Community Accountability Planning Submission (CAPS). In the fourth quarter of the 2022-2023 budget year at the direction of council the continuation of staffing for the 0.6 FTE ADGS and the 0.65 FTE CMHPP was approved. Without continued budget support the retention of the FTE levels and corresponding activity level (outlined in the Analysis and Rationale for Recommendation section) will not be maintained.

Legal: Not Applicable.

SUBJECT: Follow-up: Alcohol, Drug, & Gambling Services and Community Mental Health Promotion Budget 2022-2023 (BOH22012(c)) (City Wide)
- Page 3 of 4

HISTORICAL BACKGROUND

At the June 13, 2022 Board of Health meeting, Report (BOH22012) regarding the 2022-2023 Alcohol, Drug & Gambling Services and Mental Health Outreach Program Budgets was presented. All budgets were approved except for the ADGS and CMHPP budgets funded by Ontario Health West which were deferred to a future Board of Health report.

Direction from the Board of Health was to consult with Ontario Health West and to explore potential funders to address 2022-2023 budget pressures. The outcome of consultations was brought forward at the September 19, 2022 Board of Health meeting via Report (BOH22012(a)), Follow-up: Alcohol, Drug, & Gambling Services and Mental Health Outreach Program Budget 2022-2023. There were no funding options to offset the budget pressures within this budget. The approval of the Ontario Health West budget was to be brought back to the November 28, 2022 Board of Health meeting.

At the November 28, 2022 Board of Health meeting, Report (BOH22012(b)) was brought forward with the ADGS and CMHPP budgets funded by Ontario Health West, and the net decrease of 0.6 FTE for ADGS and 0.65 FTE for the CMHPP. The recommendations in the report were approved, however at the December 7, 2022 Council meeting direction for this report was amended, and the Medical Officer of Health or designate was directed to “report back on the budget impact of maintaining Alcohol, Drug & Gambling Services and the Community Mental Health Promotion Program and to be referred to the 2023 Tax Supported Operating Budget”.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Ontario Health policy requires all funded programs to submit a balanced budget and to meet agreed upon targets. No further funds are available from Ontario Health if spending is above the approved budget.

As a result of capped funding, Council chose to provide funding through the tax operating budget, however Council is not legislated to do so

RELEVANT CONSULTATION

Finance and Administration has been consulted regarding the preparation of the ADGS and CMHPP 2022-2023 and 2023-2024 budgets funded by Ontario Health West and the costs associated with continuation of the 0.6 FTE ADGS and the 0.65 FTE CMHPP for 2023.

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

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

**SUBJECT: Follow-up: Alcohol, Drug, & Gambling Services and Community
Mental Health Promotion Budget 2022-2023 (BOH22012(c)) (City Wide)
- Page 4 of 4**

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Indicated in the Policy Implications and Legislated Requirements section, it was recommended in the 2022-2023 budget report that FTE be reduced to stay within the funding cap. In the 2023-2024 budget submission for approval to Ontario Health West there is no ability to increase FTE and the net deficit of 0.6 FTE in the ADGS budget and 0.65 in the CMMHP budget will be carried forward. The recommendation in this report to continue the 0.6 ADGS FTE and the 0.65 CMHPP FTE would off-set service delivery loss and continuation of funding would lead to the following services being maintained and stabilized: an additional 90 first appointments and 380 follow-up appointments for individuals seeking ADGS services. This would lead to decreasing wait times and providing essential services to assist individuals in receiving care for their addiction and help with other health and social issues.

Maintaining the 0.65 social work FTE in the CMHPP would allow the existing outreach positions to continue to offer more intensive outreach services. This position would accept approximately 64 additional referrals coming into the CMHPP, from April 1, 2023 to December 31, 2023. The social work position would also work with the new social work staff in our library partnership to offer mobile social work services in the community. This continuity of care assists with providing the level of services needed to help support individuals in our community.

ALTERNATIVES FOR CONSIDERATION

Currently there are no alternative funding sources for the combined 1.25 FTE. If funding from the 2023 Tax Operating Budget is not approved then the recommendation to maintain the 1.25 FTE, it will result in the decrease of the service delivery outlined in the analysis and rationale of the recommendation section.

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.

APPENDICES AND SCHEDULES ATTACHED

Not Applicable.




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

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



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Transportation Planning and Parking Division
and
PUBLIC WORKS DEPARTMENT
Transportation Operations and Maintenance Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	February 7, 2023
SUBJECT/REPORT NO:	Cycling Infrastructure 2023 – Accelerating the Cycling Master Plan (PED23042(a)/PW23008(a)) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Peter Topalovic (905) 546-2424 Ext. 5129
SUBMITTED BY:	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
SIGNATURE:	
SUBMITTED BY:	Mike Field Acting Director, Transportation Operations and Maintenance Public Works Department
SIGNATURE:	
SUBMITTED BY:	Cynthia Graham Acting Director, Environmental Services Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That the General Managers of Planning and Economic Development (PED) and Public Works (PW) be authorized to create up to five Full-time Employee (FTE) positions for cycling and active transportation plan implementation as described in this Report PED23042(a)/PW23008(a) with an estimated annual cost of \$616,000 inclusive of salary and non-salary costs and a pro-rated impact of \$308,000 for the 2023 operating budget;

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

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

SUBJECT: Cycling Infrastructure 2023 – Accelerating the Cycling Master Plan (PED23042(a)/PW23008(a)) (City Wide) - Page 2 of 7

- (b) That staff be directed to report back in Q3 2023 with a detailed implementation plan and cost for an accelerated cycling infrastructure deployment plan which can inform the 2024 Capital Budget process;
- (c) That Staff be authorized to utilize Capital Funding of up to \$2,104,000 from Project ID 4032317125 which is the City's matching funds for submissions made to the Federal Active Transportation Fund (ICIP), for the implementation of cycling projects, in advance of or independent of approved Federal funding;
- (d) That the matter respecting Item BB, that staff initiate an Integrated Active Transportation Delivery Team of the Cycling Master Plan and report to 2023 Operating Budget be identified as complete and removed from the General Issues Committee Outstanding Operating Budget Business List;
- (e) That the matter respecting Item V, that staff was directed to prepare a supplemental report to GIC with the results of the project evaluations by the Government of Canada and which provides a detailed financial plan, associated capital budgets including existing recurring Council approved budgets, and an implementation plan be identified as complete and removed from the General Issues Committee Outstanding Business List.

EXECUTIVE SUMMARY

At the January 20, 2023 General Issues Committee (Budget), staff were directed to initiate an Integrated Active Transportation Delivery Team comprised of staff from Planning and Economic Development (PED) and Public Works (PW) with the goal of filling connectivity gaps and accelerated implementation of the Cycling Master Plan and report to 2023 operating budget on financial implications of such an accelerated plan.

As outlined in Report PED23042/PW23008, which presented the Annual Cycling Infrastructure Plan, accelerating the implementation of cycling infrastructure will require a multi-pronged approach which includes increasing staff resources, acting on near-term projects, ensuring project funding is available, and re-prioritizing infrastructure projects with a cycling component. This will require a detailed review of existing ten-year capital forecast to see what projects can be prioritized to be delivered by this new team, focusing on projects that do not need to be coordinated with other projects in the short-term, and working with the existing groups to expedite, where possible, other coordinated projects.

The purpose of this Report is to present a staffing plan and associated operating budget impacts to support the acceleration of the Cycling Master Plan (CMP). The staffing plan presented in this Report takes into account that every cycling project proceeds through

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a stepwise process from planning, through design, and ultimately construction, and that successful implementation requires all three stages to be adequately resourced.

This Report also provides a summary of work that is currently planned for implementation and in development for 2023 and subsequent years, and the associated funding. Through the completion of the Integrated Active Transportation and Recreational Trails Master Plan, commencing in 2023, this work plan, implementation plan, and associated funding strategy will be refined, taking into account strategic Direction provided by Council. Funding gaps, existing and future funding sources, such as grants, development charges and other programs, will be part of this analysis and form part of the future Capital Budget process for approval.

Alternatives for Consideration – See Page 6

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: \$308,000 in gross cost to the 2023 Net Tax Supported Operating Budget for the staffing outlined in the section below.

\$2,104,000 from the Active Transportation Fund (Project ID 4032317125) Capital Budget which represents the City's matching funds for projects submitted under this Federal Project. Based on project evaluations to date, not all of the Federal matching funds will be awarded, however, the City's portion of the funding will still be a very important contribution to accelerating the Cycling Master Plan.

Operational costs related to the accelerated introduction of new and improved active mobility facilities will be identified through the Capital Budget approval process by way of identification of operating impacts from capital (OIC's).

Staffing: In order to accelerate the implementation of the Cycling Master Plan, the following additional staff resources and changes would be required as part of the integrated team:

- Senior Project Manager – Active Transportation Planning and Delivery (1 permanent FTE) representing an estimated annual cost of \$144,000 inclusive of salary and non-salary costs and pro-rated cost of \$72,000 for 2023;
- Project Manager – Cycling and Pedestrian Design (1 permanent FTE) representing an estimated annual cost of \$123,000 inclusive of salary and non-salary costs and pro-rated cost of \$61,500 for 2023;

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- Design Technologist – Cycling and Pedestrian Design (1 permanent FTE) representing an estimated annual cost of \$108,000 inclusive of salary and non-salary costs and pro-rated cost of \$54,250 for 2023;
- Construction Project Coordinator – Active Mobility Delivery (1 permanent FTE) representing an estimated annual cost of \$108,000 inclusive of salary and non-salary costs and pro-rated cost of \$54,250 for 2023; and,
- Landscape Architect – Streetscape Design and Trails (1 permanent FTE) representing an estimated annual cost of \$132,500 inclusive of salary and non-salary costs and pro-rated cost of \$66,250 for 2023.

Legal: N/A

HISTORICAL BACKGROUND

At the December 5, 2022 General Issues Committee (Budget), staff were directed to provide an update on the status of the Cycling Master Plan (CMP) and options to accelerate its implementation.

On January 20, 2023 staff presented Report PED23042/PW23008 which outlined the 2023 cycling network implementation plan together with suggested strategies for accelerating the implementation of the plan. At the January 20, 2023 General Issues Committee (Budget), the following motion was approved:

“That staff initiate an Integrated Active Transportation Delivery Team comprised of staff from Planning and Economic Development (PED) and Public Works (PW) with the goal of filling connectivity gaps and accelerated implementation of the Cycling Master Plan and report to 2023 operating budget on financial implications of such an accelerated plan”.

The CMP lays out the network plan for the City and has been updated on numerous occasions; most recently in 2018. It is scheduled for another update in 2023 as part of the Integrated Active Transportation and Recreational Trails Master Plan.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

Finance Staff were consulted in the development of the Recommendation in this Report.

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ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

Additional Staffing Requirements

The update to the CMP in 2018 and subsequent updates planned for 2023 are necessary as the original plan was based on mostly painted infrastructure and off-road paths. With the recent development of the Complete Streets Design Manual, and updates to Ontario Traffic Manual Book 18 – Cycling Facilities, the build out of the network will require new types of cycling and pedestrian infrastructure. This includes the need to enhance existing infrastructure that does not meet the All Ages and Abilities Standards.

The CMP identifies approximately 970 kms of bike lanes, cycle tracks, multi-use paths and other facilities (e.g. paved shoulders and bike boulevards). Over the past several years, the City has implemented an average of 10-15 new cycling facilities annually, in addition to 5-10 kms of enhancements to existing cycling facilities. At the current rate of progress, the planned cycling network would require another 25-30 years to fully implement.

Staff have been successful in implementing many cycling and pedestrian projects between 2019 and 2022 but have not been able to achieve the targets established in those years. This has mainly been due to raised expectations for project design quality, increased complexity of projects, and the need for more specialized complete streets design skillsets. Furthermore, while funding cycling projects has been increased through the tax-supported Capital Budget and from Federal grant programs, there has been no corresponding increase in staffing levels. Despite recent success, this has created a back-log in cycling and pedestrian projects and additional staff is required to stay on track and accelerate the program for 2023 to 2025.

Planned Projects: 2023 - 2025

The next three years are very important for cycling and pedestrian projects in the City. The majority of the “Core Active Transportation Network” can be completed in this period and forms the back-bone of the cycling and pedestrian infrastructure in the City. There is also an opportunity to realign active transportation infrastructure with new bus routes and the light rail transportation route, as well as, the expansion of the public bike share program and the commercial e-scooter program.

Based on current plans in the planning and design stage and the current Capital Budget, it is estimated that approximately \$1.6 M in projects will be delivered in 2023, \$2.5 M in projects in 2024, and \$4.5 M in projects in 2024. This does not include projects that are to be delivered as part of other capital projects. The resulting additional kilometres that would be added to the network would be 65 kms of stand-alone projects

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and approximately 100 kms through integrated projects. In comparison, between 2019 and 2022, at current staffing levels, 17 stand-alone projects and 20 kms were constructed annually. This underscores the need for additional staffing in order to both meet current planned targets as well as further accelerate implementation of the plan.

To complement this ambitious plan, staff are recommending that the \$2,104,000 from the Active Transportation Fund Capital Budget request, which comprise the City's match to the Federal funds, be allocated to projects even though not all of the funds from the Federal grant program will be awarded. The City's portion of the funding will still be a very important contribution to accelerating the CMP.

It should also be noted, active transportation projects related to growth are included in the Development Charges By-law representing an important funding source for implementation.

Refining the Plan: Beyond 2025

Through the completion of the Integrated Active Transportation and Recreational Trails Master Plan commencing in 2023, this work plan, implementation plan and associated funding strategy will be refined by analysing the implementation of projects in 2023, determining the success of the integrated team, refining the Core Active Transportation Network map and reprioritizing road resurfacing and construction projects to advance ones that have a cycling component.

Results of the Federal Active Transportation Submission

The City of Hamilton submitted an application for the Federal Active Transportation Fund in March 2022 (Report GIC 22-006 March 23, 2022), including eight Planning and 12 Capital Infrastructure Projects. The submitted funding request was for \$4.6 M and total project cost of \$7.7 M (including a 50% City contribution for Capital Infrastructure Projects). Staff are awaiting the formal announcement on the success of the project applications from Infrastructure Canada. Staff are recommending that the \$2,104,000 from the Active Transportation Fund Capital Budget sheet, which comprises the City's match, be allocated to other cycling projects, should any or all of the City's Active Transportation Fund application projects not be successful.

ALTERNATIVES FOR CONSIDERATION

Council could return to historical service provision without any accelerated implementation or additional staffing. Staff do not suggest an alternative, Staff do not suggest an alternative, as the recommendations provided fulfill direction provided by Council.

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ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Economic Prosperity and Growth

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

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