



## City of Hamilton

# AUDIT, FINANCE AND ADMINISTRATION COMMITTEE ADDENDUM

**Meeting #:** 23-006  
**Date:** April 20, 2023  
**Time:** 9:30 a.m.  
**Location:** Council Chambers  
Hamilton City Hall  
71 Main Street West

Tamara Bates, Legislative Coordinator (905) 546-2424 ext. 4102

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#### 4. APPROVAL OF MINUTES OF PREVIOUS MEETING

\*4.2 February 16, 2023 - REVISED

#### 9. CONSENT ITEMS

\*9.1 Business Improvement Area Sub-Committee Minutes - March 21, 2023

\*9.2 Various Advisory Committee Minutes

\*a. Advisory Committee for Immigrants and Refugees

\*a. December 8, 2022

\*b. No-Quorum Report - January 12, 2023

\*c. February 9, 2023

\*d. March 9, 2023

\*b. Committee Against Racism

\*a. February 28, 2023

\*c. Mundialization Committee

\*a. June 15, 2022

\*b. December 21, 2022

**10. DISCUSSION ITEMS**

\*10.1 Development Charges Stakeholders Sub-Committee Report 23-001, April 13, 2023

**12. NOTICES OF MOTION**

\*12.1 Area Specific Development Charges



## **AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 23-003 - REVISED**

**9:30 a.m.  
February 16, 2023  
Council Chambers  
Hamilton City Hall**

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**Present:** Councillors C. Kroetsch (Chair), T. Hwang (Vice-Chair), J. Beattie, B. Clark, M. Tadeson, and A. Wilson

**Absent with Regrets:** Councillor M. Wilson– Personal

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

**1. Fraud and Waste Annual Report (AUD23003) (City Wide) (Item 8.1)**

**(Beattie/Hwang)**

- (a) That the Fraud and Waste Hotline pilot program be extended through to July 31, 2023 using the existing Council-approved funding allotment (Report AUD18007); and
- (b) That Appendices “A” and “B” to Report AUD23003 be received.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

**2. Consent Items (Item 9)**

**(Tadeson/Hwang)**

That the following reports be received:

- (a) Report FCS22050(a)/PW22047(a), respecting Update on Procurement of Liquid Chlorine in Railway Tank Cars for the Woodward Water and Wastewater Treatment Plants (City Wide) (Item 9.1); and

- (b) Report FCS23016, respecting 2020 and 2021 Audited Financial Statements for City of Hamilton Business Improvement Areas (BIAs) (City Wide) (Item 9.2);

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 - Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

**3. Committee Against Racism Citizen Committee Report, respecting Citizen Candidates for the Hamilton Police Services Selection Committee (Added Item 10.2)**

**(Hwang/A. Wilson)**

That the appointments of the Community Representatives listed in the Citizen Committee Report respecting Citizen Candidates for the Hamilton Police Services Board Selection Committee be referred to the February 22, 2023 Council meeting for consideration.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

**FOR INFORMATION:**

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

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

**5. COMMUNICATIONS**

- 5.2 Gabriel Nicholson, respecting motion 11.2 Council Access to and Copies of Confidential Records  
Recommendation: Be received and referred to Item 11.2, Council Access to and Copies of Confidential Records.

**8. STAFF PRESENTATIONS / PRESENTATIONS**

8.2 Committee Against Racism - Annual Report (no copy)

**9. CONSENT ITEMS**

9.4 Committee Against Racism Minutes – January 10, 2023

**10. DISCUSSION ITEMS**

10.2 Committee Against Racism Citizen Committee Report, respecting Citizen Candidates for the Hamilton Police Services Selection Committee  
Refer to Item 14.1 for Confidential Appendix A to Committee Against Racism Citizen Committee Report, respecting Citizen Candidates for the Hamilton Police Services Board Selection Committee.

**14. PRIVATE AND CONFIDENTIAL**

14.1 Confidential Appendix A - Committee Against Racism - Citizen Committee Report, respecting Citizen Candidates for the Hamilton Police Services Selection Committee

**(Hwang/Tadeson)**

That the agenda for the February 16, 2023 Audit, Finance and Administration Committee meeting be approved, as amended.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

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

There were no declarations of interest.

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

**(i) February 2, 2023 (Item 4.1)**

**(Hwang/A. Wilson)**

That the Minutes of the February 2, 2023 meeting of the Audit, Finance and Administration Committee be approved, as presented.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES – CHAIR - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

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

**(Hwang/Tadeson)**

***That the following Communications Items, be approved, as presented:***

- (i) Julie Turner, respecting her resignation from the Hamilton Women and Gender Equity Committee**

***Recommendation: Be received.***

- (ii) Gabriel Nicholson, respecting motion 11.2 Council Access to and Copies of Confidential Records**

***Recommendation: Be received and referred to consideration of Item 11.2, Council Access to and Copies of Confidential Records.***

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

**ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson**

**(e) STAFF PRESENTATIONS / PRESENTATIONS (Item 8)**

- (i) Fraud and Waste Annual Report (AUD23003) (City Wide) (Item 8.1)**

Charles Brown, City Auditor, addressed Committee respecting the Fraud and Waste Annual Report, with the aid of a presentation.

**(Hwang/Beattie)**

That the presentation from Charles Brown, City Auditor, respecting the Fraud and Waste Annual Report, be received.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

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

**(ii) Committee Against Racism - Annual Report (Added Item 8.2)**

Taimur Qasim, Co-Chair, Committee Against Racism, addressed the Committee respecting the Committee Against Racism Annual Report.

**(Tadeson/A. Wilson)**

That the presentation from Taimur Qasim, Co-Chair, Committee Against Racism, respecting the Committee Against Racism Annual Report, be received.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

**(f)(e) CONSENT ITEMS (Item 9)**

**(i) Advisory Committee Minutes**

**(Hwang/Tadeson)**

That the following Advisory Committee Minutes, be received:

1. Hamilton Women and Gender Committee - December 23, 2022 (Item 9.3)
2. Committee Against Racism - January 10, 2023 (Added Item 9.4)

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch

YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

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

- (i) Hamilton Women and Gender Equity Committee, Citizen Committee Report, respecting Applying a gender lens to the City of Hamilton for the Operational Budget (Item 10.1)**

**(A. Wilson/Tadeson)**

That the Hamilton Women and Gender Equity Committee, Citizen Committee Report, respecting Applying a gender lens to the City of Hamilton Budget, be received and referred to staff for report back to the Audit, Finance and Administration Committee in advance of the 2024 budget process on how a gender-based lens can be applied through a municipal budgeting process.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

**(h)(g) MOTIONS (Item 11)**

- (i) Constituent Management Software (Item 11.1)**

**(Clark/Beattie)**

WHEREAS, Councillors and their staff are currently not provided with supported database software that helps track actionable items based on contact with constituents;

WHEREAS, Information Technology staff must be directed by Council to explore database software options that can be supported;

THEREFORE, BE IT RESOLVED:

That Information Technology staff be directed to explore user friendly database software options and report back to the Audit, Finance and Administration Committee with those options, complete with any costs associated with adopting such software for use by Councillors and their administrative staff.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**



ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

Councillor Kroetsch relinquished the Chair to Councillor Hwang to introduce the following Motion and Notice of Motion:

**(ii) Council Access to and Copies of Confidential Records (Item 11.2)**

**(Kroetsch/A. Wilson)**

That the motion respecting Council Access to and Copies of Confidential Records be referred to staff for report back to the Governance Review Sub-Committee at a future meeting.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

YES - Ward 1 Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

**(i)(h) NOTICES OF MOTION (Item 12)**

**(i) Feasibility of a Bring Your Own Device Policy (Item 12.1)**

Councillor Kroetsch introduced the following Notice of Motion:

WHEREAS, the Council-approved *City of Hamilton E-mail, Internet, and Computer Acceptable Use Policy* and *IT Security Policy* strictly prohibit the use of personal devices in any form to conduct City of Hamilton business;

WHEREAS, the ability to use a range of technology, including software, to accommodate social media and graphic design would enable Councillors and their staff to optimize their office work;

THEREFORE, BE IT RESOLVED:

That Information Technology staff investigate the feasibility of implementing a bring-your-own-device policy that would allow Councillors and their staff to use personal computers, mobile phones and other personal devices to

conduct City of Hamilton business and report back to the Audit, Finance and Administration Committee on the following:

- (a) the risks, operational impacts, and cost implications of implementing a bring-your-own-device policy;
- (b) the possible implementation of a pilot for a bring-your-own-device policy, that shall be limited to Councillors and their administrative staff; and
- (c) an investigation of other direct paths to allow Councillors and their staff to use a range of personal technology to meet their individual needs.

Councillor Kroetsch assumed the Chair.

**(j)(#) GENERAL INFORMATION / OTHER BUSINESS (Item 15)**

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

**(Tadeson/Hwang)**

That the following amendments to the Outstanding Business List, be approved:

- (a) Items Requiring a New Due Date
  - 1. Transportation Operations Inventory Audit, Fraud and Waste Investigation, and Follow Up to Audit Report 2013-17 - Public Works - Traffic Inventory  
Item on OBL: 22-G  
Current Due Date: May 2023  
Proposed New Due Date: September 21, 2023
- (b) Items Considered Complete and to be Removed
  - 1. Procurement of Liquid Chlorine in Railway Tank Cars for the Woodward Water and Wastewater Treatment Plants  
Item on OBL: 22-F  
Addressed as Item 9.1 on today's agenda

**(k)(#) ADJOURNMENT (Item 15)**

**(Hwang/Tadeson)**

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 11:41 a.m.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - CHAIR Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang

YES - Ward 9 Councillor Brad Clark  
YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

Respectfully submitted,

Councillor Cameron Kroetsch, Chair  
Audit, Finance and Administration  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk





# Hamilton

## BUSINESS IMPROVEMENT AREA SUB-COMMITTEE

### MINUTES 23-003

10:30 a.m.

Tuesday, March 21, 2023

Hamilton City Hall

71 Main Street West

Room 264

**Present:** Susan Pennie (Vice-Chair) – Waterdown BIA  
 Councillor Tammy Hwang  
 Alexa Chavez – Concession Street BIA  
 Tracy MacKinnon – Westdale Village BIA and Stoney Creek BIA  
 Heather Peter – Ancaster BIA  
 Bettina Schormann – Locke Street BIA  
 Nadine Ubl – Barton Village BIA  
 Emily Walsh – Downtown Hamilton BIA  
 Brendan Wetton – International Village BIA

**Absent with Regrets:** Councillor Esther Pauls - City Business  
 Councillor Maureen Wilson - Personal  
 Susie Braithwaite (Chair) – International Village BIA - Personal  
 Chelsea Braley – Ottawa Street BIA - Personal  
 Bender Chug – Main West Esplanade BIA - Personal  
 Michal Cybin – King West BIA – Personal  
 Kelsey Nydam – Dundas BIA - Personal

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#### FOR INFORMATION:

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

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

##### (MacKinnon/Chavez)

That the agenda for the March 21, 2023 Business Improvement Area Sub-Committee meeting be approved, as presented.

**CARRIED**

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

There were no declarations of interest.

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

**(i) February 14, 2023 (Item 4.1)**

**(MacKinnon/Walsh)**

That the February 14, 2023 Minutes of the Business Improvement Area Sub-Committee be approved, as presented.

**CARRIED**

**(d) PRESENTATIONS (Item 8)**

**(i) Updates on Bike Share, E-scooter Launch, and Open Streets (Item 8.1)**

Peter Topalovic and Juby Lee, Transportation Planning, addressed the Committee with a presentation on Updates on Bike Share, E-scooter Launch, and Open Streets.

**(Peter/Wetton)**

That the presentation respecting Updates on Bike Share, E-scooter Launch, and Open Streets, be received.

**CARRIED**

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

**(i) Verbal Update from Cristina Geissler, Business Development & BIA Officer (Item 13.1)**

Cristina Geissler, Business Development & BIA Officer, addressed the Committee respecting updates on Commercial Districts and Small Business.

**(Wetton/Walsh)**

That the verbal update respecting Commercial Districts and Small Business, be received.

**CARRIED**

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

BIA Members used this opportunity to discuss matters of general interest.

**(Peter/Ubl)**

That the updates from Committee Members, be received.

**CARRIED**

**(f) ADJOURNMENT (Item 15)**

**(Walsh/Peter)**

That there being no further business, the Business Improvement Area Sub-Committee be adjourned at 11:33 a.m.

**CARRIED**

Respectfully submitted,

Susan Pennie  
Vice-Chair Business Improvement Area  
Sub-Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk







# Hamilton

Minutes  
Advisory Committee for Immigrants and Refugees  
Thursday December 8, 2022  
6:30 pm  
Webex

Present: Jennie Hamilton (Chair), Eisham Abdulkarim (Vice Chair),  
Aref Alshaikhahmed, Dina Honig, Rami Safi, Lina El Khalil (Staff Liaison).

Regrets: Dorar Abuzaid (Recording Secretary), Ammira Ali, Councillor Maureen  
Wilson

## 1. CEREMONIAL ACTIVITIES

- 1.1 J. Hamilton read the Land Acknowledgement.
- 1.2 J. Hamilton called the meeting to order and took roll call.

## 2. APPROVAL OF AGENDA

The Chair advised the committee of the following additions:

- 10.3 Hamilton Immigration Partnership Council (HIPC) meeting update
- 10.4 2024 applications for Advisory Committee members

**(D.Honig/A. Alshaikhahmed)**

That the Agenda for the December 8, 2022 meeting, be approved, as amended.

**CARRIED**

## 3. DECLARATION OF INTEREST

None.

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

**(i) April 14, 2022 (Item 4.1)**

**(D.Honig/A. Alshaikhahmed)**

That the Minutes of April 14, 2022 be approved as presented.

**CARRIED**

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

**(i) Financial Education Update (Item 10.1)**

Hamilton Immigrant Partnership Council (HIPC) suggested to the chair the committee coordinates a recommendation to be put forward to council that is more relevant to current issues facing immigrants and refugees.

**(D.Honig/A. Alshaikhahmed)**

That discussion of a Financial Educational Update be deferred to a future meeting.

**CARRIED**

**(ii) 2023 Budget (Item 10.2)**

The committee discussed the budget submission document for 2023.

**(D.Honig/A. Alshaikhahmed)**

That the following description under Special Events/Project Costs of the 2023 Budget Submission be renamed to the following:

~~Hosting the annual Newcomer Open House and preparing and disseminating the Newcomer Guide to Hamilton to~~ **Special Projects**

**CARRIED**

**(E. Abdulkarim/A. Alshaikhahmed)**

That the 2023 budget submission for the Advisory Committee for Immigrants and Refugees be approved, as amended.

**CARRIED**

**(iii) Hamilton Immigrant Partnership Council (HIPC) Update (Added Item 10.3)**

The Chair attended the Hamilton Immigrant Partnership Council meeting that discussed priorities of newcomers. Chair will move this item to the next meeting agenda and share the report from HIPC.

**(iv) 2024 Applications for Advisory Committee (Added Item 10.4)**

Staff informed the committee that the recruitment for citizens to the City of Hamilton advisory committees is scheduled to take place in late Q1 2023. Staff will share more details once made available. Meetings will take place as scheduled until a new advisory committee has been formed.

**6. ADJOURNMENT**

**(A. Alshaikhahmed/D.Honig)**

That the Advisory Committee for Immigrants and Refugees be adjourned at 7:30 p.m.

**CARRIED**

Jennifer Hamilton, Chair



**9.2(a)(b)**



Hamilton

NOTES

**Advisory Committee for Immigrants and Refugees**

Thursday, January 12, 2023

6:30 P.M.

Due to the COVID-19 and the Closure of City Hall

Electronic meeting can be viewed at:

City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

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Present: Jennie Hamilton (Chair); Dorar Abuzaid (Recording Secretary)

Also Present: Lina El-Khalil (staff liaison)

Pursuant to Section 5.4(4) of the City of Hamilton's Procedural By-law 21-021, as amended at 7:00 P.M. the Staff Liaison to the Committee advised those in attendance that quorum had not been achieved within 30 minutes after the time set for the Advisory Committee for Immigrants and Refugees, therefore, the Staff Liaison to the Committee noted the names of those in attendance and the meeting stood adjourned.

Respectfully submitted,

Lina El-Khalil  
Admin Assistant II  
Government Relations and  
Community Engagement  
City Manager's Office





# Hamilton

Minutes  
Advisory Committee for Immigrants and Refugees  
Thursday, February 9, 2023  
6:30 pm  
Webex

Present: Jennie Hamilton (Chair), Eisham Abdulkarim (Vice Chair),  
Aref Alshaikhahmed, Rami Safi, Lina El Khalil (Staff Liaison).

Regrets: Dorar Abuzaid (Recording Secretary), Dina Honig, Ammira Ali, Councillor  
Maureen Wilson

## 1. CEREMONIAL ACTIVITIES

- 1.1 J. Hamilton read the Land Acknowledgement.
- 1.2 J. Hamilton called the meeting to order and took roll call.

## 2. APPROVAL OF AGENDA

There were no changes to the agenda.

**(E. Eishaam/R. Safi)**

That the Agenda for the February 9, 2023 meeting, be approved.

**CARRIED**

## 3. DECLARATION OF INTEREST

None.

## 4. APPROVAL OF MINUTES OF PREVIOUS MEETING

- (i) Minutes – December 8, 2022 (item 4.1)
- (ii) Quorum Report – January 12, 2023 (item 4.2)

**(R. Safi/E. Eishaam)**

That the Minutes of December 8, 2022 and Quorum report for January 12, 2023 be approved as presented.

**CARRIED**

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

**(i) Review and feedback of the Code of Conduct for Local Boards (item 10.1)**

The advisory committee to review and submit comments on the Code of Conduct.

**(E. Eishaam/A. Alshaikhahmed)**

The committee reviewed the Code of Conduct for Local Boards and has no comments.

**CARRIED**

**(ii) Hamilton Immigrant Partnership Council (HIPC) Update (item 10.2)**

The committee discussed the Hamilton Immigrant Partnership Council (HIPC) presentation.

**(E. Eishaam/A. Alshaikhahmed)**

That the topic be added as a discussion item at the next meeting.

**CARRIED**

**6. GENERAL INFORMATION / OTHER BUSINESS (item 13)**

**(i) Annual report on activities over the previous year (item 13.1)**

**(E. Eishaam/A. Alshaikhahmed)**

That the committee will finalize the presentation during their next meeting for the Chair to present to the Audit, Finance, and Administration Committee on March 23, 2023.

**CARRIED**

**6. ADJOURNMENT**

**(E. Eishaam/A. Alshaikhahmed)**

That the Advisory Committee for Immigrants and Refugees be adjourned at 8:00 p.m.

**CARRIED**

Jennifer Hamilton, Chair



**9.2(a)(d)**

# Hamilton

Minutes  
 Advisory Committee for Immigrants and Refugees  
 Thursday, March 9, 2023  
 6:30 pm  
 Webex

Present: Jennie Hamilton (Chair), Eisham Abdulkarim (Vice Chair),  
 Aref Alshaikhahmed, Rami Safi, Lina El Khalil (Staff Liaison).

Regrets: Dorar Abuzaid (Recording Secretary), Dina Honig, Ammira Ali, Councillor  
 Maureen Wilson

## 1. CEREMONIAL ACTIVITIES

- 1.1 J. Hamilton read the Land Acknowledgement.
- 1.2 J. Hamilton called the meeting to order and took roll call.

## 2. APPROVAL OF AGENDA

There were no changes to the agenda.

**(A. Alshaikhahmed /E. Eishaam)**

That the Agenda for the March 9, 2023 meeting, be approved.

**CARRIED**

## 3. DECLARATION OF INTEREST

## 4. APPROVAL OF MINUTES OF PREVIOUS MEETING

- (i) Minutes – February 9, 2023 (item 4.1)

**(A. Alshaikhahmed/E. Eishaam)**

That the Minutes of February 9, 2023 be approved as presented.

**CARRIED**

## 5. STAFF PRESENTATIONS (Item 8)

**9.2(a)(d)**

- (i) **HSR Bus Operator Recruitment (item 8.1)**  
Sadhna Jayatunge, Customer Experience Coordinator, Transit, Public Works, provided a verbal presentation respecting the recruitment for HSR Bus Operators.

**(E. Eishaam/A. Alshaikhahmed)**

That the presentation from Sadhna Jayatunge respecting the recruitment for HSR Bus Operators be received.

**CARRIED****6. GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

- (i) Immigration Number Targets (item 13.1)

**(A. Alshaikhahmed/E. Eishaam)**

That the committee will compile a list of questions addressing various issues for a staff from HIPC to address at a later meeting.

**CARRIED**

- (ii) Yearly Presentation – 2023 (item 13.2)

**(A. Alshaikhahmed/R. Safi)**

That the committee finalized the presentation during their meeting for the Chair or Vice Chair to present to the Audit, Finance, and Administration Committee on March 23, 2023.

**CARRIED****7. ADJOURNMENT (Item 15)****(A. Alshaikhahmed/R. Safi)**

That the Advisory Committee for Immigrants and Refugees be adjourned at 8:00 p.m.

**CARRIED**

Jennifer Hamilton, Chair

**9.2(b)(a)**



**MINUTES 23-003**

Committee Against Racism (CAR)

Tuesday, February 28, 2023

6:30 pm

WebEx

**Present:** T. Qasim, T. Childs, P. Jeffrey, and M. Dei-Amoah

**Also**

**Present:** S. Jayatunge, Customer Experience Coordinator Public Works  
A. Majani, Staff Liaison

**1. CEREMONIAL ACTIVITIES**

**(i) Call to Order (Item 1.1)**

T. Qasim called the meeting to order, welcomed and took roll call.

**(ii) Land Acknowledgement (Item 1.2)**

P. Jeffrey read the Land Acknowledgement.

**2. APPROVAL OF AGENDA**

The chair advised the committee of the following additions:

**10. DISCUSSION ITEMS**

10.3 Amend heading to read Scholarships and Sponsorships. Remove item 10.3(a), John C Holland Scholarship Awards from the agenda.

**(P. Jeffrey/M. Dei-Amoah)**

That the agenda of February 28, 2023, be approved, as amended.

**CARRIED**

**9.2(b)(a)****3. DECLARATIONS OF INTEREST**

None

**4. APPROVAL OF MINUTES OF PREVIOUS MEETING.****(i) January 10th, 2023 (Item 4.1)**

**(M. Dei-Amoah/T. Childs)**

That the Minutes of January 10, 2023, be approved, as presented.

**CARRIED**

**(ii) February 6, 2023 (Item 4.2)**

**(M. Dei-Amoah/T. Childs)**

That the Minutes of February 6, 2023, be approved, as presented.

**CARRIED**

**5. STAFF PRESENTATIONS (Item 9)****(i) HSR Bus Driver Recruitment Campaign (Item 9.1)**

Sadhna Jayatunge, the Customer Experience Coordinator Public Works with Public Works presented to the Advisory committee the HSR bus driver recruitment campaign and their efforts to recruit in historically marginalised and underrepresented communities

**(M. Dei-Amoah/T. Childs)**

That the staff presentation respecting HSR Bus Driver Recruitment Campaign, be accepted.

**CARRIED**

**6. DISCUSSION ITEMS (Item 10)****(i) Committee Comments for the 2023 Procedural Handbook for Citizen Appointees (Item 10.1)**

Committee members expressed that the volume of information and timeline provided for review was insufficient.

Committee members requested more time to review the document to provide meaningful comment.

**(ii) Committee Against Racism Workplan (Item 10.2)**

Members highlighted the importance of highlighting the advisory committee's accomplishments in the workplan.

The committee referred revisions and updates to the workplan to a working group comprising of P. Jeffrey and T. Qasim

**9.2(b)(a)**

**(iii) Sponsorships and Scholarships (Item 10.3)**

**(T. Childs/ P. Jeffrey)**

**That staff be directed to provide a list of community events to the Committee Against Racism for future discussion on potential sponsorships to a greater number of community groups.**

**CARRIED**

**7. OTHER BUSINESS (Item 13)**

**(i) Advisory Committee Recruitment Update (Added Item 13.1)**

Members inquired about the Advisory Committee recruitment dates.  
Members requested clarity on when the term ends to plan ahead.

**8. PRIVATE AND CONFIDENTIAL (Item 14)**

**(i) Closed Session Minutes of the Committee Against Racism – January 10, 2023 (Item 14.1)**

**(M. Dei-Amoah/P.Jeffrey)**

That the closed session minutes of the January 10, 2023, meeting be approved as presented.

**CARRIED**

**9. ADJOURNMENT (Item 15)**

**(P. Jeffrey/ M. Dei-Amoah)**

That the Committee adjourn its meeting at 8:00 p.m.

**CARRIED**

T. Qasim, Chair  
Committee Against Racism



**9.2(c)(a)**

Hamilton

**Minutes****Hamilton Mundialization Advisory Committee****Wednesday, June 15, 2022****6:00pm – 8:00 p.m.**

**Due to COVID-19 and the closure of City Hall  
all electronic meetings can be viewed on the  
City's YouTube Channel:**

<https://www.youtube.com/user/InsideCityofHamilton>

**YouTube Live Stream**

**Present:** Anthony Macaluso (Chair), Rosemary Baptista (Vice Chair), Rein Ende, Jan Lukas

**Regrets:** Pat Semkow, Bob Semkow, Councillor Van der Beek

**Also Present:** Cindy Mutch, City Manager's Office (Staff Liaison)

**i. Ceremonial Activities**

A. Macaluso provided the Land Acknowledgement

**ii. Approval of the Agenda (Item 2)****(J. Lukas/R. Baptista)**

That the agenda of May 18, 2022 be approved.

**CARRIED****iii. Approval of Minutes (Item 4)****i. Minutes of May 18, 2022**

**(R. Baptista/R. Ende)**

**Hamilton Mundialization Advisory Committee  
Minutes – June 15, 2022**

That the minutes of May 18, 2022 be approved, as presented.

**CARRIED**

**iv. Discussion Items (Item 10)**

**i. Business Arising from Previous Minutes (Item 10.1)**

None.

**ii. Photography Contest (Item 10.2)**

A letter of appreciation to be drafted by the staff liaison for each of the Committee's volunteer Photography Contest judges. Following review and approval by the Chair, the letters will be mailed along with gift cards.

**iii. Hiroshima-Nagasaki Event (Item 10.3)**

R. Ende provided an overview of planning details for hosting the 2022 Hiroshima-Nagasaki event. The event will be held on August 9, 2022 at Dundas Townhall.

The Committee requested to have support from the staff liaison in booking meeting space at the Dundas Townhall and coordinating refreshments for the event.  
C. Mutch to review past catering orders and community fax service for sharing event information.

R. Ende shared an outline of event expenses, anticipated at a maximum of \$1,000.00, including \$250 for speaker fee, \$500 for refreshments and \$250 for printing/event promotion.

**v. Motions (Item 11)**

**i. Hiroshima-Nagasaki Event Expenses**



**Hamilton Mundialization Advisory Committee  
Minutes – June 15, 2022**

**(J. Lukas/R. Baptista)**

That the Committee dedicate a maximum of \$1,000.00 towards supporting Hiroshima-Nagasaki event planning expenses, to be funded from the Mundialization Committee's 2022 Budget, be approved.

**CARRIED**

**ii. Racalmuto Sicilia Canta Event Expenses**

**(J. Lukas /R. Ende)**

That A. Macaluso be authorized to purchase tickets on behalf of Mundialization Committee members to attend the Racalmuto Sicilia Canta dinner and that a 50% subsidy be applied towards the cost of tickets for Mundialization Committee members, to be funded from the Mundialization Committee's 2022 Budget, be approved.

**CARRIED**

**iii. Committee Summer Break**

**(J. Lukas /R. Ende)**

That the Committee break from meeting during the months of July and August 2022.

**CARRIED**

**vi. Adjournment (Item 15)**

**(R. Baptiste/J. Lukas)**

That the Mundialization Committee meeting be adjourned at 7:00 p.m.

**CARRIED**

Chair, Anthony Macaluso  
Staff Liaison, Cindy Mutch



**9.2(c)(b)**

**MINUTES 22-012**  
 Mundialization Committee  
 Wednesday, December 21, 2022  
 5:00 pm  
 WebEx

**Present:** A. Macaluso, R. Baptista, R. Ende, J. Lukas

**Also**

**Present:** A. Majani, Staff Liaison

A. Macaluso called the meeting to order, welcomed all and took roll call.

**1. CEREMONIAL ACTIVITIES**

**i. Land Acknowledgement (Item 1)**

R. Baptista read the Land Acknowledgement.

**2. APPROVAL OF AGENDA**

**(J. Lukas/R. Ende)**

That the agenda of December 21, 2022, Mundialization Committee Meeting be approved, as presented.

**CARRIED**

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING.**

**i. June 5, 2022 (Item 4.1)**

The committee requested that Item 11.2 of the minutes of June 15, 2022, be amended so that a 100% subsidy is applied towards the cost of tickets for the Racalmuto Sicilia Canta Dinner.

Amended motion to read: That A. Macaluso be authorized to purchase tickets on behalf of Mundialization Committee members to attend the Racalmuto Sicilia Canta dinner and that a 100% subsidy be applied towards the cost of tickets for Mundialization Committee members, to be funded from the Mundialization Committee's 2022 Budget, be approved.

**(R. Baptista/R. Ende)**

That the Minutes of June 5, 2022, be approved, as amended.

**9.2(c)(b)**

**CARRIED**

**5. COMMUNICATIONS (Item 5)**

The committee welcomed Amy Majani, the new Staff Liaison .

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

**i. 2023 Budget Review and Discussion (Item 10.1)**

**(J. Lukas/R. Ende)**

That the 2023 Budget Submission for the Mundialization Committee be approved.

**CARRIED**

**ii. Racalmuto Exhibit Expenses (Item 10.2)**

The committee discussed the Racalmuto Exhibit expenses

**(R. Baptista/R. Ende)**

That the expenses for the Racalmuto Mayoral delegation including Racalmuto photo exhibit and Mundialization cabinet be approved up to \$750.00

**CARRIED**

**iii. Review and Feedback of the Code of Conduct for Local Boards (Item 10.3)**

**(J. Lukas/R. Ende)**

That the Code of Conduct be received without comment

**CARRIED**

**8. ADJOURNMENT (Item 15)**

**(J. Lukas/R. Baptista)**

That there being no further business, the meeting be adjourned at 5:17pm

**CARRIED**

Anthony Macaluso, Chair  
Mundialization Committee



## **DEVELOPMENT CHARGES STAKEHOLDERS SUB-COMMITTEE**

### **REPORT 23-001**

**April 13, 2023**

**9:30 a.m.**

**Room 264**

**Hamilton City Hall**

**71 Main Street West**

**Present:** Councillor C. Cassar (Chair), P. Szachlewicz, Hamilton and District Chamber of Commerce (Vice Chair),  
Councillors C. Cassar, B. Clark, J.P. Danko, T. Hwang, M. Wilson  
S. Frankovich, West End Home Builders Association  
Sean Ferris, Citizen Member

**Absent:** Mayor A. Horwath – City Business  
C. Henderson, Realtors Association of Hamilton-Burlington  
J. Summers, Citizen Member

### **THE DEVELOPMENT CHARGES STAKEHOLDERS SUB-COMMITTEE PRESENTS REPORT 23-001 AND RESPECTFULLY RECOMMENDS:**

#### **1. Appointment of Chair and Vice-Chair for 2023 (Item 1.1)**

##### **(i) Appointment of Chair**

That Councillor C. Cassar be appointed as Chair of the Development Charges Stakeholders Sub-committee for 2023.

##### **(ii) Appointment of Vice-Chair**

That P. Szachlewicz be appointed as Vice-Chair of the Development Charges Stakeholders Sub-committee for 2023.

#### **2. Corporate Strategic Growth Initiatives (CSGI) – Master Plan Updates and Development Charge By-law Approach (PED23084) (City Wide) (Item 11.1)**

(i) That the City's new 2024 Development Charges (DC) By-law be prepared based on the 2031 growth forecast; and,

- (ii) That, notwithstanding (i) above, the City's new 2024 Development Charges (DC) By-law may include growth allocations to facilitate DC considerations to 2041 and, if necessary, 2051 based on timing of completed Master Plan updates.

**3. 2024 Development Charges Background Study and By-law Update (FCS23040) (City Wide) (Item 11.2)**

That Report FCS23040 respecting 2024 Development Charges Background Study and By-law Update, be received.

**FOR INFORMATION:**

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

The Committee Clerk advised there were no changes to the agenda:

The agenda of the April 13, 2023 meeting was approved, as presented.

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

None.

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

**(i) April 12, 2022 (Item 4.1)**

The Minutes of the April 12, 2022 meeting, were approved.

**(d) DISCUSSION ITEMS (Item 11)**

Item 11.1 was considered after Item 11.2.

**(i) 2024 Development Charges Background Study and By-law Update (FCS23040) (City Wide) (Item 11.2)**

Gary Scandlan of Watson & Associates Economists Limited, addressed Committee with the aid of a PowerPoint presentation.

Heather Travis, Manager, Staging of Development and Legislative Approvals, addressed the Committee with the aid of a PowerPoint presentation.

The presentation from Gary Scandlan of Watson & Associates Economists Limited, and Heather Travis, Manager, Staging of Development and

**Development Charges  
Stakeholders Sub-Committee  
Report 23-001**

**April 13, 2023  
Page 3 of 3**

Legislative Approvals, respecting the 2024 Development Charges Background Study and By-law Update, was received.

For disposition of this matter, see Item 3.

**(ii) Corporate Strategic Growth Initiatives (CSGI) – Master Plan Updates and Development Charge By-law Approach (PED23084) (City Wide) (Item 11.1)**

- (i) That the City's new 2024 Development Charges (DC) By-law be prepared based on the 2031 growth forecast; and,
- (ii) That, notwithstanding (i) above, the City's new 2024 Development Charges (DC) By-law may include growth allocations to facilitate DC considerations to 2041 / 2051 based on timing of completed Master Plan updates.

The recommendations (ii) in report PED23084 were **amended** as follows:

- (ii) That, notwithstanding (i) above, the City's new 2024 Development Charges (DC) By-law may include growth allocations to facilitate DC considerations to 2041 **and, if necessary,** 2051 based on timing of completed Master Plan updates.

For disposition of this matter, see Item 2.

**(e) ADJOURNMENT (Item 16)**

There being no further business, the Development Charges Stakeholders Sub-Committee, adjourned at 12:31 p.m.

Respectfully submitted,

Councillor J.P. Danko, Chair  
Development Charges  
Stakeholders Sub-Committee

Lisa Kelsey  
Legislative Coordinator  
Office of the City Clerk





# CITY OF HAMILTON

## NOTICE OF MOTION

AUDIT, FINANCE AND ADMINISTRATION COMMITTEE: April 20, 2023

**MOVED BY COUNCILLOR M. WILSON .....**

### **Area Specific Development Charges**

WHEREAS, the City is in the process of undertaking a Development Charges Background Study;

WHEREAS, Section 10 (2) (c.1) of the *Development Charges Act, 1997*, requires consideration of the use of more than one Development Charge by-law to reflect different needs for services in different areas;

WHEREAS, the Masterplan teams have been directed to consider area specific (variable) Development Charges in the completion of their Masterplans;

WHEREAS, the City currently uses average persons per unit as the basis for determining the Development Charge applicable for low, medium, and high-density residential development which results in low density being charged a higher per-unit rate than medium or high density developments; and

WHEREAS, the City of Hamilton is committed to building a range and mix of housing types and tenures, including affordable housing, to meet the needs of the current and growing population;

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to consider alternative Development Charges which may include variation of the Development Charges based upon factors such as location, type of development, density and unit size/lot size; and
- (b) That consideration also be given to defensible charges which are higher for larger residential units than smaller residential units.