

# City of Hamilton KEEP HAMILTON CLEAN AND GREEN COMMITTEE AGENDA

Meeting #: 23-006

**Date:** June 6, 2023

**Time:** 5:00 p.m.

**Location:** YouTube Channel Streaming for Virtual

Meetings

All electronic meetings can be viewed at:

City's YouTube Channel:

https://www.youtube.com/user/InsideCityofHa

milton

Whitney Slattery, Staff Liaison 905-546-2424 Ext.5089

**Pages** 

- 1. CEREMONIAL ACTIVITIES
- 2. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with \*)

3. DECLARATIONS OF INTEREST

April 5, 2023

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

5. COMMUNICATIONS

4.1

- 6. DELEGATION REQUESTS
- 7. CONSENT ITEMS
- 8. PUBLIC HEARINGS / DELEGATIONS
- 9. STAFF PRESENTATIONS
  - 9.1 Keep Hamilton Clean & Green Community Trailer Update

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- 10. DISCUSSION ITEMS
- 11. MOTIONS
- 12. NOTICES OF MOTION
- 13. GENERAL INFORMATION / OTHER BUSINESS

Trillium Program Update - Nominations are open until June 15th, 2023.

- 14. PRIVATE AND CONFIDENTIAL
- 15. ADJOURNMENT



## MINUTES KEEP HAMILTON CLEAN AND GREEN COMMITTEE

Meeting #: 23-004

**Date:** April 5, 2023 **Time:** 5:00 p.m.

Location: 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

Alison Kopoian, Clean and Green Coordinator (905) 546-2424 ext. 5089

Present: Chair: Brenda Duke

Vice-Chair: Marisa DiCenso Members: Lennox Toppin

Absent: Heather Donison

Jen Baker

Paulina Szczepanski

Also present:

Florence Pirrera, Project Manager, Business Programs

Alison Kopoian, Clean and Green Coordinator, Business Programs



#### **MINUTES**

Keep Hamilton Clean and Green Committee Wednesday April 5, 2023

#### 1. APPROVAL OF AGENDA (ITEM 2)

#### (Di Censo/Duke)

- (a) That the approval of minutes from the March 21st meeting (Item 4.1) be delayed until after Discussion (Item 10.1); and
- (b) That the agenda for April 5, 2023, be approved as amended.

CARRIED

#### 2. DISCUSSION (ITEM 10)

(i) Citizen Committee Report - Clean & Green Neighbourhood Grant 2023 Funding Recommendations (Item 10.1)

#### (Toppin/Di Censo)

That the Keep Hamilton Clean and Green Committee approve Clean & Green Neighbourhood Grant funding of \$200 to Liz Enriquez for their John & Barton Area Clean Up & Seed Giveaway Event.

CARRIED

#### (Di Censo/Toppin)

That the Keep Hamilton Clean and Green Committee approve Clean & Green Neighbourhood Grant funding of \$540 to Strathcona Community Council for their Native Seed Bombs Workshop.

**CARRIED** 

#### (Di Censo/Toppin)

That Item 10.1 Citizen Committee Report - Clean & Green Neighbourhood Grant 2023 Funding Recommendations be amended to include the following funding recommendations:

- \$200 to Liz Enriquez for their Liz Enriquez for their John & Barton Area Clean Up & Seed Giveaway Event, and,
- \$540 to Strathcona Community Council for their Native Seed Bombs Workshop.

**CARRIED** 

#### 3. APPROVAL OF MINUTES OF PREVIOUS MEETING (ITEM 4)



#### **MINUTES**

Keep Hamilton Clean and Green Committee Wednesday April 5, 2023

#### (i) March 21, 2023 (Item 4.1)

#### (Di Censo/Toppin)

That the Minutes of the March 21, 2023 meeting of the Keep Hamilton Clean and Green Advisory Committee be amended, as follows:

That the Keep Hamilton Clean and Green Committee approve Clean & Green Neighbourhood Grant funding of \$740 \$0 to Hamilton-Wentworth Green Venture for their community garden projects at Riverdale Community Garden and EcoHouse Community Garden, as they have received funding from the City for the same project, and are ineligible for the Clean & Green Neighborhood Grant.

CARRIED

#### 4. ADJOURNMENT (ITEM 14)

#### (Toppin/Di Censo)

That, there being no further business, the meeting adjourn at 6:58pm.

**CARRIED** 

Respectfully submitted, Brenda Duke, Chair Keep Hamilton Clean and Green Committee

Alison Kopoian Staff Liaison Keep Hamilton Clean and Green Committee





Earlier in the year, the Keep Hamilton Clean & Green Committee was made aware of the decrepitation of the existing Community Clean Trailers.



The old vinyl wraps were discolored by the sun, damaged by years of exposure outside, and featured logos of parties no longer involved in the program.



Earlier in the year, the Keep
Hamilton Clean & Green Committee
passed a motion to access
\$9,955.30 from the Committee
reserve to cover the cost of a
complete makeover to the existing
Community Clean Trailers.



The Public Works Committee, followed by City Council approved this motion in April.

As soon as the motion was passed, the work order was given to M&T Print.

The project is now complete! All previous vinyl has been removed and replaced with updated graphics and information!



The trailers have been rebranded as the Keep Hamilton Clean & Green Community Trailers!

The new graphics are similar to the updated Team Up to Clean Up program graphics, which are more inclusive, bright, and they feature our special orange bags!



Now, for the big reveal!

Your new and improved Keep Hamilton Clean and Green Community Trailers!













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# Congratulations to the Keep Hamilton Clean & Green Committee on this major accomplishment!





Committee 2023
Budget Review &
Update



The KHCG Committee Budget is \$18,250/year.

We will review and discuss the budget and gather ideas on how funds could be better allocated in the future.

First we will review the budget allocations and discussion will take place at the end of the presentation.



# Administration & Meeting Costs, Training & Development, and Transportation Costs

EXPENSES		Budgeted	Actual
	January refreshments	\$75.00	
	February refreshments	\$75.00	
Administration and Meeting Costs	March refreshments	\$75.00	
	May refreshments	\$75.00	
	June refreshments	\$75.00	
	September refreshments	\$75.00	
	October refreshments	\$75.00	
	November refreshments	\$75.00	
	Meeting Refreshments Sub Total	\$600.00	\$0.00
Training and Development	Training and Development opportunities	\$650.00	
	Training & Development Sub Total	\$650.00	\$0.00
Transportation Costs	Parking, Bus Tickets and Taxi Fare for KHCG Members	\$550.00	
	Parking Sub Total	\$550.00	\$0.00



## Team Up to Clean Up Program, Volunteer Recognition, & Graffiti Remediation

EXPENSES		Budgeted	Actual
Team Up to Clean Up Program	Program Supplies (Bags, Gloves)	\$6,000.00	\$3,144.40
			\$1,186.50
			\$3,185.00
			\$3,144.40
	Advertising and promotion		\$68.89
	Leaf & Yard Bags		
	Garbage Pickers		
	Team Up to Clean Up Sub Total	\$6,000.00	\$10,729.19
Volunteer Recognition	Awards, advertising, printing, incidentals, sponsorship, etc.	\$1,000.00	
	Volunteer Recognition Sub Total	\$1,000.00	\$0.00
Graffiti Remediation	Victim assistance supplies	\$1,200.00	
	Graffiti Remediation Sub Total	\$1,200.00	\$0.00



## Neighbourhood Grants Program & Cigarette Litter

EXPENSES		Budgeted	Actual
Neighbourhood Grants Program	Small grants for neighbourhood projects	\$6,000.00	
	Crown Point Garden Club		\$500.00
	Friends of the Parkette		\$710.00
	Hamilton Community Connection		\$500.00
	Niwasa Kendaaswin Teg / McQuesten Urban Farm		\$710.00
	Ottawa Street BIA		\$710.00
	Action 13		\$710.00
	Deborah Boyd		\$710.00
	Community Permaculture Lab		\$710.00
	Liz Enriquez		\$200.00
	Strathcona Community Council		\$540.00
	Neighbourhood Grants Sub Total	\$6,000.00	\$6,000.00
	Educational, communications and marketing products	\$2,250.00	\$19.90
Cigarette Litter			
	Cigaratta Littar Sub Tatal	¢2 250 00	\$10.00
	Cigarette Litter Sub Total	\$2,250.00	\$19.90



### **Totals Overview**

Total Budget	\$18,250.00	
Total of Additional Projected Expenses (Not	\$0.00	
included in Actual Expenses)	φυ.υυ	
Total Actual Expenses	\$16,749.09	
Total Expenses (Projected & Actuals)	\$16,749.09	
Remaining Balance (Projected & Actuals)	\$1,500.91	



You have been provided with a PDF of the budget. Please refer to that now.

Please note: We cannot determine and vote on allocations for the 2024. It will be the incoming Committee who will work to develop the budget for next year.

This discussion will be incredibly valuable to the incoming Committee.

Discussion is now open.



Administration and Meeting Costs   Section 2016	Keep Hamilton	Clean & Green Committee - 20	23 Budget Re	<b>26 2</b> 5 of 25
January refreshments	EVENUES	AS OF: 30.05.2023		A ( 1
February refreshments	EXPENSES			Actual
March refreshments				
May refreshments		,		
Administration and Meeting Costs				
Seytember refreshments	Administration and Meeting Costs	·		
Cockbor refreshments   \$75.00	<b>3</b>		· ·	
Meeting Refreshments Sub Total   \$500.00   \$0.00     Training and Development opportunities   \$850.00   \$30.00     Training and Development opportunities   \$850.00   \$30.00     Training Sub Total   \$550.00   \$50.00     Parking, Bus Tickets and Taxi Fare for KHCS   \$550.00   \$30.00     Members   Parking Sub Total   \$550.00   \$3.144.41     Program Supplies (Bags, Gloves)   \$3,185.01     Program Supplies (Bags, Gloves)   \$3,185.01     Program Supplies (Bags, Gloves)   \$3,185.01     Advertising and promotion   \$68.89     Leaf & Yard Bags   Garbage Pickers   Tam Up to Clean Up Sub Total   \$6,000.00   \$10,729.19     Avards, advertises upplies   \$1,000.00   \$10,729.19     Avards, advertises upplies   \$1,000.00   \$10,000     Graffit Remediation   Victim assistance supplies   \$1,200.00   \$1,000.00     Supprisorship, etc.   Print Remediation Sub Total   \$1,000.00   \$0.00     Meeting Remediation   Sub Total   \$1,000.00   \$0.00     Small grants for neighbourhood projects   \$1,200.00   \$0.00     Total of Additional Projected Expenses (Not included in Actual Expenses)   \$2,250.00   \$19,90     Total of Additional Projected Expenses (Not included in Actual Expenses)   \$0.00     Total of Additional Projected Expenses (Not included in Actual Expenses)   \$16,749.09     Remaining Balance (Projected & Actuals)   \$15,00.01     Researce Found		October refreshments	\$75.00	
Training and Development SubTotal   \$650.00   \$0.00		November refreshments	\$75.00	
Training and Javelopment		Meeting Refreshments Sub Total	\$600.00	\$0.00
Training & Development Sub Total   \$550.00   \$0.00	Training and Development		\$650.00	
Transportation Costs			\$650.00	\$0.00
Section   State   Section	Transportation Costs	9.	\$550.00	
Program Supplies (Bags, Cloves)   \$1,186.58		Parking Sub Total	\$550.00	\$0.00
Program Supplies (Bags, Gloves)   \$3,145.00			\$6,000.00	\$3,144.40
S,3,195.00   S,3,144.44   Advertising and promotion   S68.89   Sangage Pickers   Team Up to Clean Up Sub Total   \$6,000.00   \$10,729.19   Sponsorship, etc.   Volunteer Recognition   Volunteer Recognition   Volunteer Recognition   Volunteer Recognition   Volunteer Recognition   Volunteer Recognition   Volunteer Recognition Sub Total   \$1,000.00   \$0.00   Sponsorship, etc.   Volunteer Recognition Sub Total   \$1,000.00   \$1,000   Sponsorship, etc.   Volunteer Recognition Sub Total   \$1,000.00   \$1,000   Sponsorship, etc.   Volunteer Recognition Sub Total   \$1,000.00   \$1,000   Sponsorship, etc.   Volunteer Recognition Sub Total   \$1,000.00   Sponsorship,				\$1,186.50
Advertising and promotion \$88.89    Last & Yard Bags   Garbage Pickers   Sc.000.00   \$10,729.19		Program Supplies (Bags, Gloves)		\$3,185.00
Leaf & Yard Bags   Garbage Pickers   Team Up to Clean Up Sub Total   \$6,000.00   \$10,729.19	Team Up to Clean Up Program			\$3,144.40
Garbage Pickers   Team Up to Clean Up Sub Total   \$6,000.00   \$10,729.19		Advertising and promotion		\$68.89
Team Up to Clean Up Sub Total   \$6,000.00   \$10,729.19     Awards, advertising, printing, incidentals, sponsorship, etc.   \$1,000.00   \$0.00     Graffiti Remediation   Victim assistance supplies   \$1,200.00   \$1,200.00     Neighbourhood Grants Program   Small grants for neighbourhood projects   \$6,000.00   \$1,200.00     Friends of the Parkette   \$710.00   \$500.00   \$1,000.00     Friends of the Parkette   \$710.00   \$500.00   \$1,000.00   \$1,000   \$1		Leaf & Yard Bags		
Note		Garbage Pickers		
Volunteer Recognition			\$6,000.00	\$10,729.19
Volunteer Recognition Sub Total   \$1,000.00   \$0.00	Volunteer Recognition	_ · · · · ·	\$1,000.00	
Staffiti Remediation   Staffiti Remediation Sub Total   \$1,200.00   \$0.00	Ğ		\$1,000.00	\$0.00
Small grants for neighbourhood projects   \$6,000.00	Graffiti Pamadiation	Victim assistance supplies	\$1,200.00	
Crown Point Garden Club	Graniti Remediation	Graffiti Remediation Sub Total	\$1,200.00	\$0.00
Friends of the Parkette	Neighbourhood Grants Program	Small grants for neighbourhood projects	\$6,000.00	
Hamilton Community Connection   \$500.00				\$500.00
Niwasa Kendaaswin Teg / McQuesten Urban Farm				· · · · · · · · · · · · · · · · · · ·
Ottawa Street BIA		Hamilton Community Connection		\$500.00
Action 13 \$710.00  Deborah Boyd \$7710.00  Community Permaculture Lab \$710.00  Liz Enriquez \$200.00  Strathcona Community Council \$540.00  Neighbourhood Grants Sub Total \$6,000.00 \$6,000.00  Reighbourhood Grants Sub Total \$2,250.00 \$19.90  Foducts \$18,250.00 \$19.90  TOTALS \$18,250.00 \$16,749.09  TOTALS  Total Budget \$18,250.00  Total of Additional Projected Expenses (Not included in Actual Expenses) \$0.00  Total Actual Expenses \$16,749.09  Total Expenses (Projected & Actuals) \$16,749.09  Remaining Balance (Projected & Actuals) \$1,500.91  RESERVE  RESERVE		Niwasa Kendaaswin Teg / McQuesten Urban Farm		\$710.00
Deborah Boyd   \$710.00		Ottawa Street BIA		\$710.00
Community Permaculture Lab		Action 13		\$710.00
Liz Enriquez   \$200.00     Strathcona Community Council   \$540.00     Neighbourhood Grants Sub Total   \$6,000.00   \$6,000.00     Educational, communications and marketing products   \$2,250.00   \$19.90     Cigarette Litter   Cigarette Litter Sub Total   \$2,250.00   \$19.90     TOTALS   \$18,250.00   \$16,749.09     Total of Additional Projected Expenses (Not included in Actual Expenses)   \$0.00     Total Expenses (Projected & Actuals)   \$16,749.09     Total Expenses (Projected & Actuals)   \$16,749.09     Remaining Balance (Projected & Actuals)   \$1,500.91     RESERVE   Reserve Fund Balance (December 2021)   \$26,452.86     Stathcona Community Council   \$2,200.00     \$2,000.00   \$19.90     \$2,250.00   \$19.90     \$16,749.09     \$16,749.		· · ·		\$710.00
Strathcona Community Council  Neighbourhood Grants Sub Total  Educational, communications and marketing products  Cigarette Litter  Cigarette Litter Sub Total  TOTALS  TOTALS  Total Budget  Total Budget  Total of Additional Projected Expenses (Not included in Actual Expenses)  Total Expenses (Projected & Actuals)  Remaining Balance (Projected & Actuals)  RESERVE  NOTE: balance must be above  Reserve Fund Balance (December 2021)  \$6,000.00  \$19.90  \$19.90  \$16,749.09  \$16,749.09  \$16,749.09  \$16,749.09  \$16,749.09  \$16,749.09  \$2,250.00  \$16,749.09  \$16,749.09  \$16,749.09  \$16,749.09  \$16,749.09  \$16,749.09  \$2,250.00  \$16,749.09  \$2,250.00  \$16,749.09  \$16,749.09  \$2,250.00  \$16,749.09  \$2,250.00  \$16,749.09  \$2,250.00  \$16,749.09  \$2,250.00  \$16,749.09  \$2,250.00  \$3,000  \$3,000  \$4,000		·		\$710.00
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Cigarette Litter  Cigarette Litter  Cigarette Litter Sub Total \$2,250.00 \$19.90  TOTALS  Total Budget \$18,250.00 \$16,749.09  Total of Additional Projected Expenses (Not included in Actual Expenses) \$0.00  Total Actual Expenses \$16,749.09  Total Expenses (Projected & Actuals) \$16,749.09  Remaining Balance (Projected & Actuals) \$1,500.91  RESERVE  NOTE: balance must be above  Passerve Fund Balance (December 2021) \$26,452.86		,		•
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Total Budget \$18,250.00  Total of Additional Projected Expenses (Not included in Actual Expenses) \$0.00  Total Actual Expenses \$16,749.09  Total Expenses (Projected & Actuals) \$16,749.09  Remaining Balance (Projected & Actuals) \$1,500.91  RESERVE  NOTE: balance must be above  Reserve Fund Balance (December 2021) \$26,452.86		TOTALS	\$18.250.00	\$16.749.09
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	NOTE: balance must be above \$1,825 to be transferred to reserve		\$26,452.86	