



City of Hamilton

AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REVISED

Meeting #: 23-010
Date: June 15, 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

1. **CEREMONIAL ACTIVITIES**
2. **APPROVAL OF AGENDA**
(Added Items, if applicable, will be noted with *)
3. **DECLARATIONS OF INTEREST**
4. **APPROVAL OF MINUTES OF PREVIOUS MEETING**
 - 4.1 June 1, 2023
5. **COMMUNICATIONS**
6. **DELEGATION REQUESTS**
7. **DELEGATIONS**
8. **STAFF PRESENTATIONS**
 - 8.1 2022 City of Hamilton Financial Report and Audited Financial Statements (FCS23059) (City Wide)
9. **CONSENT ITEMS**
 - 9.1 Various Advisory Committee Minutes

a. Committee Against Racism

- a. Minutes - March 28, 2023
- b. No Quorum Report - April 25, 2023
- c. No Quorum Report - May 10, 2023

b. Hamilton Mundialization Committee Minutes - April 19, 2023

9.2 Ward Specific Funding Initiatives Update as of December 31, 2022 (FCS23052) (City Wide)

9.3 Community Benefits Charges Reserve Status Report as of December 31, 2022 (FCS23054) (City Wide)

10. DISCUSSION ITEMS

10.1 Governance Review Sub-Committee Report 23-002, May 25, 2023

10.2 2022 Reserve Report (FCS23027) (City Wide)

10.3 Development Charges Reserves Status Report as of December 31, 2022 (FCS23035) (City Wide)

10.4 Offsetting Parking Revenue for the City's Business Improvement Areas (PED23112) (Wards 1, 2, 3, 4, 7, 12 and 13)

10.5 Shoreline Protection Consulting Assignments (PW23046) (Wards 1, 2, 5 and 10)

*10.6 Grants Sub-Committee Report 23-003 (June 13, 2023)

11. MOTIONS

12. NOTICES OF MOTION

*12.1 Review of the City of Hamilton Volunteer Advisory Committees

13. GENERAL INFORMATION / OTHER BUSINESS

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 23-009

**9:30 a.m.
June 1, 2023
Council Chambers
Hamilton City Hall**

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

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Limiting or Prohibiting the Acceptance of Gifts in the Code of Conduct for Employees and the Council Code of Conduct (Item 9.4)

(Clark/M. Wilson)

- (a) That Human Resources staff be directed to conduct a review of the Codes of Conduct for employees at other municipalities and report back to the Audit, Finance and Administration Committee with recommendations respecting limiting or prohibiting the accepting of gifts for employees; and
- (b) That the City Clerk be directed to coordinate a review of the Council Codes of Conduct at other municipalities and report back to Audit, Finance and Administration Committee with recommendations respecting limiting or prohibiting the accepting of gifts for elected officials.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - 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
ABSENT - Ward 13 Councillor Alex Wilson
YES - Ward 14 Councillor Mike Spadafora

2. Consent Items (Item 9)

(Hwang/Spadafora)

That the following Consent Items be received:

- (a) Utility Billing Transition Program Update (FCS21082(e)) (City Wide) (Item 9.2)

- (b) Parkland Dedication Reserve Report as of December 31, 2022 (FCS23041) (City Wide) (Item 9.3)
- (c) Amendment to Code of Conduct Policy (HUR23009) (City Wide) (Item 9.4)

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - 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
ABSENT - Ward 13 Councillor Alex Wilson
YES - Ward 14 Councillor Mike Spadafora

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

(Spadafora/Hwang)

That the agenda for the June 1, 2023 Audit, Finance and Administration Committee meeting, be approved, as presented.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
ABSENT - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson
YES - Ward 14 Councillor Mike Spadafora

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) May 18, 2023 (Item 4.1)

(Spadafora/Hwang)

That the Minutes of the May 18, 2023 meeting of the Audit, Finance and Administration Committee, be approved, as presented.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - 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
YES - Ward 14 Councillor Mike Spadafora

(e) CONSENT ITEMS (Item 9)

(i) Hamilton Women and Gender Equity Committee - No Quorum Notes, May 4, 2023 (Item 9.1)

(A. Wilson/Hwang)

That the Hamilton Women and Gender Equity Committee - No Quorum Notes, May 4, 2023, be received.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - 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
YES - Ward 14 Councillor Mike Spadafora

(f) PRIVATE AND CONFIDENTIAL (Item 14)

(i) Closed Minutes - May 18, 2023 (Item 14.1)

(Spadafora/Tadeson)

That the Closed Session Minutes of the May 18, 2023 meeting of the Audit, Finance and Administration Committee, be approved and remain confidential.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - 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
ABSENT - Ward 13 Councillor Alex Wilson
YES - Ward 14 Councillor Mike Spadafora

(g) ADJOURNMENT (Item 15)

(Spadafora/Tadeson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 11:58 a.m.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - 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
ABSENT - Ward 13 Councillor Alex Wilson
YES - Ward 14 Councillor Mike Spadafora

Respectfully submitted,

Councillor Cameron Kroetsch, Chair
Audit, Finance and Administration
Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk



CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Services and Taxation Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	2022 City of Hamilton Financial Report and Audited Financial Statements (FCS23059) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Nikki Freeman (905) 546-2424 Ext. 3020
SUBMITTED BY:	Mike Zegarac General Manager, Finance and Corporate Services Corporate Services Department
SIGNATURE:	

RECOMMENDATION

That the 2022 City of Hamilton Financial Report and Audited Financial Statements, attached as Appendix "B" to Report FCS23059 be approved;

EXECUTIVE SUMMARY

Each year, the Treasurer of the Municipality must prepare and present the audited financial statements to Council for approval as prescribed by the *Municipal Act, (2001)*. The financial statements, attached as Appendix "B" to Report FCS23059, present the consolidated statement of financial position of the Municipality as at December 31, 2022, the consolidated statement of operations for the year ended December 31, 2022, the consolidated statement of changes in net financial assets and the consolidated statement of cash flow.

KPMG LLP, the City of Hamilton's (City) external auditors, performed the statutory audit function and expressed an opinion, free of qualification, that these financial statements present fairly, in all material respects, the financial position of the City of Hamilton as at December 31, 2022. The Audit Findings Report prepared by KPMG for the year ended December 31, 2022, is attached as Appendix "C" to Report FCS23059. KPMG's report provides the status of the audit, a summary of significant audit, accounting, and

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SUBJECT: 2022 City of Hamilton Financial Report and Audited Financial Statements (FCS23059) (City Wide) - Page 2 of 4

reporting matters; a summary of audit adjustments; and updates to technical accounting and auditing standards. The report from KPMG indicates that there were no significant internal control deficiencies during the 2022 audit. There is an uncorrected disclosure difference relating to assumptions used to measure the employee future benefit obligation, however, this has no impact on the consolidated statements of Financial Position or Operations and only impacts the note disclosure.

The financial statements have been prepared by staff in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada (CPA). Full accrual accounting was implemented with the changes to the CPA Public Sector Accounting Handbook, Section PS1201 Financial Statement Presentation and Section PS3150 Tangible Capital Assets, effective January 1, 2009. The changes were illustrated with the presentation of the 2009 Consolidated Financial Statements (FCS10042) to the Audit, Finance and Administration Committee in June 2010. The most significant change was the reporting of tangible capital assets in the consolidated financial statements.

Appendix "A" to Report FCS23059 provides the 2022 Consolidated Financial Statement Executive Summary for the City. At the January 19, 2023 Audit, Finance and Administration Committee meeting, a motion was passed requesting an executive summary of the financial audit to be included as part of the final audit report.

The 2022 Financial Report (Appendix "B" to Report FCS23059) contains the following information:

- City of Hamilton 5 Year Financial and Statistical Review (unaudited)
- City of Hamilton Consolidated Financial Statements
- City of Hamilton Cemetery and General Trust Funds Financial Statements
- City of Hamilton Homes for the Aged Trust Fund Financial Statements

Financial statements for the Hamilton Public Library Board, the City's Housing Corporation and Business Improvement Areas are presented to their respective Boards or Oversight Bodies for approval.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Appendix "A" to Report FCS23059 provides the 2022 Consolidated Financial Statement Executive Summary for the City. Appendix "B" to Report FC23059 provides the 2022 City of Hamilton Financial Report.

SUBJECT: 2022 City of Hamilton Financial Report and Audited Financial Statements (FCS23059) (City Wide) - Page 3 of 4

Staffing: There are no associated staffing implications.

Legal: There are no associated legal implications.

HISTORICAL BACKGROUND

The Consolidated Financial Statements of the City of Hamilton are prepared by management in accordance with the Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada (CPA).

PSAB changes are applied in the years' they come into effect in legislation and will include any required note disclosure. Most recent changes include PSAB 3260 – Liability of Contaminated Sites which came into effect January 1, 2015 and was shown for the first time in our 2015 Financial Statements, applied retroactively as prescribed. Details of the liability for 2022 can be found in the financial statements in Appendix “B” to Report FCS23059, Note 23.

Effective January 1, 2018, the City adopted five new accounting standards in their Consolidated Financial Statements. These new standards include PS2200 Related Party Disclosure, PS3320 Contingent Assets, PS3380 Contractual Rights, PS3210 Assets, and PS3420 Inter-Entity Transactions. The adoption of these new standards had no financial impact on the City's Consolidated Financial Statements but did result in additional note disclosures. Details of these new standards can be found in Appendix “B” to Report FCS23059, Note 1.

Effective January 1, 2019, the City adopted PS3430 Restructuring Transactions in their Consolidated Financial Statements. The adoption of this new standard had no impact on the City's Consolidated Financial Statements but did result in an additional note disclosure. Details of this new standard can be found in Appendix “B” to Report FCS23059, Note 1.

The Audit Findings Report provided by KPMG in Appendix “C” to Report FCS23059 includes discussion on application of new accounting pronouncements.

The City's Operating and Capital Budget process is reported on a modified accrual basis of accounting. The Operating and Capital Budgets include expenditures for principal payments on debt, payments of retiree benefits, payments of contaminated sites, payments of environmental liabilities and payments of landfill costs and revenues from the proceeds on the issuance of debentures or loans. The Consolidated Financial Statements of the City account for these transactions differently in accordance with Canadian public sector accounting standards.

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POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Not Applicable

RELEVANT CONSULTATION

KPMG LLP, our external auditors performed the annual audit for the City of Hamilton consolidated financial statements for 2022 and provided the related Appendix “C” Audit Findings Report.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

Each year, the Treasurer of the Municipality must prepare and present the audited financial statements to Council for the approval as prescribed by the *Municipal Act, (2001)*. The 2022 City of Hamilton Financial Report and Audited Financial Statements are included in Appendix “B” to Report FCS23059.

ALTERNATIVES FOR CONSIDERATION

Not Applicable

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Our People and Performance

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

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.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report FCS23059 – 2022 Consolidated Financial Statement Executive Summary

Appendix “B” to Report FCS23059 – 2022 City of Hamilton Financial Report

Appendix “C” to Report FCS23059 – KPMG’s Audit Findings Report for the year ended December 31, 2022

NF/dw

City of Hamilton 2022 Consolidated Financial Statement Executive Summary June 2023

Introduction

Section 294.1 of the Municipal Act states "a municipality shall, for each fiscal year, prepare annual financial statements for the municipality in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada". Furthermore, Section 296 states "a municipality shall appoint an auditor licensed under the Public Accounting Act" who is responsible for the annual auditing of accounts and transactions of the municipality and its local boards.

The Consolidated Financial Statements of the City of Hamilton ("the City") as of December 31, 2022 were audited by KPMG LLP, a professional services firm that provides clientele with audit, assurance, tax, and advisory services. Their objective was to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes their opinion.

As of June 15, 2023, KPMG concludes that the City had a clean audit in accordance with Canadian public sector accounting standards.

As outlined in Note 1 of the Consolidated Financial Statements:

- 1) The consolidated financial statements reflect the assets, liabilities, revenues, expenses, changes in accumulated surplus, changes in net financial assets of the reporting entity. The consolidated financial statements include the activities of all committees of Council and the following boards and enterprises which are under the control of and accountable to Council:
 - Hamilton Police Services Board
 - The Hamilton Public Library Board
 - The Hamilton Street Railway Company
 - CityHousing Hamilton Corporation
 - Hamilton Business Improvement Areas including Ancaster BIA, Barton Street Village BIA, Concession Street BIA, Downtown Hamilton BIA, Dundas BIA, International Village BIA, Locke Street BIA, Downtown Stoney Creek BIA, Ottawa Street BIA, Waterdown BIA, and Westdale BIA
 - Flamborough Recreation Sub-Committees
 - Confederation Park
 - Hamilton Farmers Market

Interdepartmental and organizational transactions and balances are eliminated.

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- 2) Revenues are recorded on the accrual basis of accounting, whereby revenues are recognized as they are earned and measurable. Expenses are recognized in the period goods and services are acquired and a liability is incurred.

The City's Operating and Capital Budget process is reported on a modified accrual basis of accounting. The Operating and Capital Budgets include expenditures for principal payments on debt, payments of retiree benefits, payments of contaminated sites, payments of environmental liabilities and payments of landfill costs and revenues from the proceeds on the issuance of debentures or loans. The consolidated financial statements of the City account for these transactions differently in accordance with Canadian public sector accounting standards.

Consolidated Financial Statements

The following describes the consolidated financial statements of the City:

- i) The statement of financial position highlights cash resources, net debt position, non-financial assets in use, such as tangible capital assets, and accumulated surplus or deficit. The difference between liabilities and financial assets (cash or a contract to receive cash) is reported as net debt (or net financial assets).
- ii) The statement of operations represents the present cost of services and revenues recognized. The difference between revenues and expenses is the operating surplus or deficit for the year.
- iii) The statement of change in net debt outlines the extent to which expenditures and borrowing for capital are offset by revenues.
- iv) The statement of cash flows highlights the change in cash and cash equivalents. Classified by operating, capital, investing and financing activities, it reports how cash was generated and used.

2022 Financial Position and Financial Performance

2022 was a year of pandemic recovery. The City ended the COVID-19 emergency declaration in May 2022. Response and recovery efforts continued throughout 2022 as the municipality transitioned to new service delivery models, addressed increased demand for services and continued response efforts in combatting the spread of COVID-19 and other respiratory illnesses still present in the community.

Through this pandemic recovery, the financial position of the City remains strong. Annual operations resulted in a surplus of \$183.1M for 2022. This surplus is added to the City's Accumulated Surplus to reach a total of \$6,876.7M. This balance is primarily made up of the investment in tangible capital assets (TCA) of \$6,550.0M. The City's general and infrastructure tangible capital assets include land, land improvements, buildings, vehicles, computer, other machinery and equipment, roads, bridges and structures, water and wastewater facilities, and underground infrastructure networks. Strong cash and investment balances of \$449.0M and \$1.34B lead to positive liquidity,

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which represents the ease with which an asset can be converted into cash at market price, and therefore used to cover expenses. Together, with sound business practices and an overall credit rating of AAA, the City is financially stable.

For more information on the consolidated financial position, as well as consolidated revenues and expenses, please see below for additional details.

Consolidated Financial Position

For the year ended December 31, 2022 (all numbers are in thousands of dollars)

Consolidated Financial Position	2022	2021
A. Financial assets	2,397,325	2,247,850
B. Total liabilities	2,097,870	2,036,421
C. Net financial assets (A less B)	299,455	211,429
D. Non-financial assets	6,577,249	6,477,759
E. Accumulated surplus (C plus D)	6,876,704	6,689,188

Financial assets increased by \$149.5M due to the following:

- **Decrease of \$25.0M from cash and cash equivalents.** Cash and cash equivalents represent the balance in City bank accounts, as well as deposits held. The bank accounts mainly consist of the City’s operating bank account, accounts payable bank accounts, payroll bank account, Ontario Works bank accounts, and CityHousing Hamilton’s bank account. The decrease is attributed to a reduction in cash held in banks relating to funding the City’s operations and investments in accordance with City investment strategies.
- **Increase of \$165.9M from portfolio investments.** Portfolio investments represent the City’s holdings, as prescribed by the Municipal Act, in short- and long-term fixed income securities. The investments earn various interest rates with different premiums, discounts, and maturities.
- Financial assets also consist of taxes receivable, accounts receivable, other assets, long term receivables, and investment in investment in Government Business Enterprises. For more information on these balances, please see the Notes to the audited consolidated financial statements.

Total liabilities increased \$61.4M due to the following:

- **Increase of \$107.6M from deferred revenue - obligatory reserve funds.** This represents amounts received that will be recorded as revenues in future years to match expenditures incurred for goods received and services performed. These funds are held in reserve funds and include reserves such as the development charge reserve and Canada Community-Building fund.
- **Decrease in \$45.7M from long term liabilities – municipal operations.** This represents the outstanding principal for long term debt issued to finance capital expenditures and obligations for leased tangible capital assets. In 2022, the City

Appendix “A” to Report FCS23059
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made principal repayments on long term debt of \$45.5M and principal repayments on leased tangible capital assets of \$0.5M.

- Total liabilities also consist of accounts payable and accrued liabilities, deferred revenue – general, long term liabilities – housing corporation, employee future benefits and other obligations, as well as, solid waste landfill liabilities. For more information on these balances, please see the Notes to the audited consolidated financial statements.

Non-financial assets increased \$99.5M due to the following:

- **Increase of \$101.3M in TCA.** The net book value represents the cost of the tangible capital assets less accumulated amortization over the life of the assets. The TCA total includes amounts spent to the end of the year on tangible capital assets under construction. The increase in tangible capital assets relate to various additions including new roads, new transit buses and assets relating to CityHousing.
- **Decrease in \$2.2M in prepaid expenses.** Prepaid expenses represent purchases made in 2022 for expenses to be incurred in 2023 and beyond. The decrease relates to timing of billings associated with insurance premiums.
- Non-financial assets also include inventories.

Consolidated Operations - Revenues

For the year ended December 31, 2022 (all numbers are in thousands of dollars)

Consolidated Revenues	2022	%	2021	%
Taxation	1,028,395	46.7%	985,972	45.9%
Government grants and contributions	511,692	23.3%	536,264	25.0%
User charges	389,639	17.7%	344,086	16.0%
Developer contributions earned	32,015	1.4%	68,541	3.3%
Other	238,784	10.9%	211,222	9.8%
Total	2,200,525		2,146,085	

Revenues increased \$54.4M compared to prior year. On a percentage basis, revenues remained consistent with 2021 with increases in taxation revenues and user charges. These were offset by decreases in government grants and contributions, as well as developer contributions earned.

Increase in taxation is due primarily to budgetary rate increases. Water billings and sewer surcharges also saw annual rate increases compared to 2021. User charges from areas such as transit, recreation, and parking show improvements over 2021 as COVID-19 measures relaxed.

Provincial grants received decreased compared to 2021 as the Safe Restart Agreement and Social Services Relief Fund came to an end in 2022. COVID-19 response and recovery efforts continued throughout 2022 but with a reduced amount of funding

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coming from senior levels of government. Developer contributions decreased from 2021. Developer contributions are brought into revenue as eligible construction projects are completed. 2021 was a strong year for construction activity as construction that had been delayed due to the COVID-19 pandemic was completed.

2022 saw fewer donated tangible capital assets and a reduction in income from Government Business Enterprises. This was offset by increases in investment income, increased land sales and increases to gaming and casino revenues.

Consolidated Operations - Expenses

For the year ended December 31, 2022 (all numbers are in thousands of dollars)

Consolidated Expenses	2022	2021
General government	84,262	95,277
Protection services	365,261	357,517
Transportation services	364,580	338,618
Environmental services	300,621	283,556
Health services	151,288	153,396
Social and family services	357,834	342,493
Social housing	129,364	124,830
Recreation and cultural services	189,040	164,238
Planning and development	75,171	63,316
Total	2,017,421	1,923,241

Expenses increased \$94.2M primarily due to the following:

- Transportation services increased \$26.0M. Transportation services were impacted by increases in levels of service for the implementation of year six of the Ten-Year Local Transit Strategy and enhanced sidewalk snow clearing on transit routes, as well as annual cost of living adjustments and inflation on employer provided benefits, fuel and on contracted services in 2022. The City also experienced a heavier than normal winter season which lead to additional contracted equipment, material usage and over-time.
- Environmental services increased \$17.1M. Environmental services were impacted by increased costs for contracted services and repairs and maintenance. Furthermore, expenses were higher due to fuel price increases and additional supplies relating to COVID-19.
- Social and family services increased \$15.3M. Childcare service expenses increased due to increased funding from the federal government relating to the new Canada-Wide Early Learning & Child Care (CWELCC). Additionally, there were increases to client support and an increase in caseload by 8,500.
- Recreational and cultural services increased \$24.8M primarily relating to salaries and benefits and additional materials and supplies as COVID-19 pressures subsided.

Comments from KPMG LLP

Management is responsible for the executive summary.

Our opinion on the financial statements does not cover the executive summary and we do not and will not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the executive summary and, in doing so, consider whether the information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We have nothing to report in this regard.



Hamilton

FINANCIAL REPORT

2022

**City of Hamilton
71 Main Street West
Hamilton, Ontario
L8P 4Y5**

City of Hamilton Financial Report 2022

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Accommodations for Readers with Disabilities

In accordance with the Ontario Human Rights Code, Ontario with Disabilities Act, 2001 (ODA) and Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the City of Hamilton will accommodate for readers with a disability upon request.

Section 1

City of Hamilton Five Year Financial and Statistical Review 2022

City of Hamilton
Five Year Financial and Statistical Review (unaudited)

(All amounts are reported in thousands of dollars except statistical information, ratios and per capita figures)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Operating Revenue					
Taxation	\$ 1,028,395	\$ 985,972	\$ 957,739	\$ 917,126	\$ 888,229
Government grants and contributions	511,692	536,264	521,305	447,833	454,774
User charges	389,639	344,086	329,316	372,145	347,637
Developer contributions earned	32,015	68,541	33,693	60,646	119,703
Donated tangible capital assets	18,990	28,812	8,494	21,715	46,862
Investment and dividend income	44,735	37,639	33,545	37,598	31,101
Net income from Government Business Enterprises	6,057	13,097	10,726	11,262	24,285
Other	169,002	131,674	120,526	128,764	137,476
	<u>2,200,525</u>	<u>2,146,085</u>	<u>2,015,344</u>	<u>1,997,089</u>	<u>2,050,067</u>
Operating Expenses by Function					
General government	\$ 84,262	\$ 95,277	\$ 68,079	\$ 66,626	\$ 80,025
Protection services	365,261	357,517	341,243	330,258	324,227
Transportation services	364,580	338,618	322,651	337,719	320,005
Environmental services	300,621	283,556	251,828	252,778	284,271
Health services	151,288	153,396	126,930	106,057	102,868
Social and family services	357,834	342,493	333,523	309,361	316,819
Social housing	129,364	124,830	110,063	97,131	105,893
Recreation and cultural services	189,040	164,238	149,932	176,949	172,965
Planning and development	75,171	63,316	56,382	52,263	56,785
	<u>2,017,421</u>	<u>1,923,241</u>	<u>1,760,631</u>	<u>1,729,142</u>	<u>1,763,858</u>
Net Operating Revenue or Annual Surplus from Operations	<u>183,104</u>	<u>222,844</u>	<u>254,713</u>	<u>267,947</u>	<u>286,209</u>

Note: Amounts reported may have been restated from previous amounts presented to conform to 2022 Public Sector Accounting Board (PSAB) standards.

City of Hamilton Five Year Financial and Statistical Review (unaudited)

(All amounts are reported in thousands of dollars except statistical information, ratios and per capita figures)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Taxation					
Taxation from real property	\$ 1,210,926	\$ 1,164,870	\$ 1,146,798	\$ 1,102,694	\$ 1,071,092
Taxation from other governments/payments in lieu of taxes	\$ 17,919	\$ 17,508	\$ 16,900	\$ 16,551	\$ 16,256
Taxation collected on behalf of school boards	(200,450)	(196,406)	(205,959)	(202,119)	(199,119)
Net taxes available for municipal purposes	<u>1,028,395</u>	<u>985,972</u>	<u>957,739</u>	<u>917,126</u>	<u>888,229</u>
Tax Levies					
City portion	\$ 993,537	\$ 954,419	\$ 924,159	\$ 886,787	\$ 857,981
School Board portion	195,845	193,426	202,808	198,980	196,082
	<u>1,189,382</u>	<u>1,147,845</u>	<u>1,126,967</u>	<u>1,085,767</u>	<u>1,054,063</u>
Tax arrears					
Taxes receivable	\$ 86,145	\$ 81,750	\$ 85,023	\$ 86,309	\$ 80,972
Taxes receivable per capita	146	140	147	149	141
Taxes receivable as a percentage of current years' levies	7.2%	7.1%	7.5%	7.9%	7.7%
Unweighted Taxable Assessment					
Residential	\$ 72,726,255	\$ 71,929,405	\$ 70,762,154	\$ 66,000,132	\$ 61,518,082
Non-Residential	9,812,463	9,676,235	9,620,270	9,069,880	8,442,007
	<u>82,538,718</u>	<u>81,605,640</u>	<u>80,382,424</u>	<u>75,070,012</u>	<u>69,960,089</u>
Weighted Taxable Assessment					
Residential	\$ 75,263,939	\$ 74,704,344	\$ 73,713,509	\$ 69,119,831	\$ 64,745,624
Non-Residential	21,267,983	20,954,969	20,946,399	19,641,077	18,379,207
	<u>96,531,922</u>	<u>95,659,313</u>	<u>94,659,908</u>	<u>88,760,908</u>	<u>83,124,831</u>
Residential vs Non-Residential Percentage of Total Weighted Taxable Assessment					
Residential	78%	78%	78%	78%	78%
Non-Residential	22%	22%	22%	22%	22%
Taxable Assessment Growth (weighted)	1.2%	1.2%	1.2%	1.2%	1.6%

Note: Amounts reported may have been restated from previous amounts presented to conform to 2022 Public Sector Accounting Board (PSAB) standards.

City of Hamilton Five Year Financial and Statistical Review (unaudited)

(All amounts are reported in thousands of dollars except statistical information, ratios and per capita figures)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Operating Expenses by Object					
Salaries, wages and employee benefits	\$ 902,088	\$ 862,369	\$ 819,188	\$ 797,631	\$ 780,052
Interest on long term liabilities	10,005	11,486	12,416	13,767	12,677
Materials	286,975	245,947	203,045	203,308	207,682
Contracted services	351,577	375,195	282,168	309,634	341,931
Rents and financial expenses	42,824	35,968	36,080	31,084	34,550
External transfers	195,999	176,015	193,667	168,471	190,538
Amortization of tangible capital assets	227,953	216,261	214,067	205,247	196,428
	<u>2,017,421</u>	<u>1,923,241</u>	<u>1,760,631</u>	<u>1,729,142</u>	<u>1,763,858</u>
Operating Expenses as Percentage of Total					
Salaries, wages and employee benefits	44.7%	44.8%	46.5%	46.1%	44.2%
Interest on long term liabilities	0.5%	0.6%	0.7%	0.8%	0.7%
Materials	14.3%	12.8%	11.6%	11.8%	11.8%
Contracted services	17.4%	19.5%	16.0%	18.0%	19.5%
Rents and financial expenses	2.1%	1.9%	2.0%	1.8%	2.0%
External transfers	9.7%	9.2%	11.0%	9.7%	10.8%
Amortization of tangible capital assets	11.3%	11.2%	12.2%	11.8%	11.0%
	<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>
Long Term Liabilities					
Long Term Liabilities incurred by the City	\$ 353,317	\$ 401,143	\$ 436,289	\$ 432,709	\$ 484,891
Long Term Debt incurred by the City for which other entities have assumed responsibility	-	-	-	-	-
	<u>353,317</u>	<u>401,143</u>	<u>436,289</u>	<u>432,709</u>	<u>484,891</u>
Long Term Liabilities					
Housing operations	\$ 46,731	\$ 48,882	\$ 40,991	\$ 46,967	\$ 52,803
City operations	306,586	352,261	395,298	385,742	432,088
	<u>353,317</u>	<u>401,143</u>	<u>436,289</u>	<u>432,709</u>	<u>484,891</u>
Long term liabilities as a % of Reserves and Capital Surplus	37.30%	46.80%	49.80%	51.60%	57.30%

Note: Amounts reported may have been restated from previous amounts presented to conform to 2022 Public Sector Accounting Board (PSAB) standards.

City of Hamilton Five Year Financial and Statistical Review (unaudited)

(All amounts are reported in thousands of dollars except statistical information, ratios and per capita figures)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Tangible Capital Assets					
General					
Land	\$ 448,607	\$ 442,267	\$ 403,879	\$ 387,321	\$ 357,211
Land improvements	225,955	202,950	181,506	167,237	157,312
Buildings	830,433	821,383	829,290	815,472	817,598
Vehicles	152,225	140,537	138,937	148,259	137,501
Computer hardware and software	15,689	17,694	18,698	19,499	13,572
Other	101,889	104,261	92,062	93,335	95,871
Infrastructure					
Roads	1,312,271	1,307,472	1,315,237	1,310,342	1,293,193
Bridges and structures	178,749	177,730	181,098	181,896	184,387
Water and wastewater facilities	493,680	448,041	416,470	395,495	398,743
Underground and other networks	2,092,702	2,066,026	2,021,641	1,986,865	1,861,011
Net Book Value	<u>5,852,200</u>	<u>5,728,361</u>	<u>5,598,818</u>	<u>5,505,721</u>	<u>5,316,399</u>
Assets under construction	697,750	720,255	604,146	425,067	360,182
	<u>6,549,950</u>	<u>6,448,616</u>	<u>6,202,964</u>	<u>5,930,788</u>	<u>5,676,581</u>
Accumulated Surplus or Municipal Financial Position					
Reserves and reserve funds					
Reserves	\$ 578,076	\$ 611,750	\$ 623,966	\$ 612,513	\$ 660,380
Hamilton Future Fund	65,328	63,848	58,466	52,963	48,635
	<u>643,404</u>	<u>675,598</u>	<u>682,432</u>	<u>665,476</u>	<u>709,015</u>
Capital surplus	\$ 304,984	\$ 180,850	\$ 193,769	\$ 173,857	\$ 136,894
Operating surplus	70,389	74,546	83,987	74,118	88,433
Investment in Government Business Enterprises	315,217	321,183	319,823	323,851	329,237
Investment in tangible capital assets	6,018,265	5,894,721	5,629,066	5,393,649	5,102,640
Unfunded liabilities - Employee future benefits	(387,179)	(372,130)	(363,419)	(348,328)	(348,832)
Unfunded liabilities - Solid waste landfill sites	(83,511)	(78,272)	(65,148)	(71,420)	(71,559)
Unfunded liabilities - Environmental	(4,865)	(7,308)	(15,400)	-	-
	<u>6,876,704</u>	<u>6,689,188</u>	<u>6,465,110</u>	<u>6,211,203</u>	<u>5,945,828</u>

Note: Amounts reported may have been restated from previous amounts presented to conform to 2022 Public Sector Accounting Board (PSAB) standards.

City of Hamilton
Five Year Financial and Statistical Review (unaudited)

(All amounts are reported in thousands of dollars except statistical information, ratios and per capita figures)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Statistical Information					
Population	592,000	584,000	578,000	579,000	572,575
Households	245,175	242,185	237,420	237,200	234,655
Area in hectares	112,840	112,840	112,840	112,775	112,775
Building Permit Values	\$ 1,856,371,964	\$ 2,128,166,392	\$ 1,383,480,564	\$ 1,408,521,764	\$ 1,264,757,129
Housing Starts	1,753	1,564	1,406	1,438	1,135
Residential Units - Building Permits	5,046	5,494	4,507	5,012	5,808
Average Monthly Social Assistance Case Load	9,828	9,118	11,034	11,248	11,884
Continuous Full Time Employees	7,067	6,890	6,919	6,841	6,724

Note: Amounts reported may have been restated from previous amounts presented to conform to 2022 Public Sector Accounting Board (PSAB) standards.

Section 2

City of Hamilton Consolidated Financial Statements 2022

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Independent Auditor's Report

<<NOTE: The Independent Auditor's Report will be inserted after the Financial Report is approved by the Audit, Finance and Administration Committee. >>

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City of Hamilton Consolidated Statement of Financial Position

For the year ended December 31, 2022 (all numbers are in thousands of dollars)

	<u>2022</u>	<u>2021</u>
Financial assets		
Cash and cash equivalents (Note 3)	\$ 448,977	\$ 473,967
Taxes receivable	86,145	81,750
Accounts receivable	147,290	144,390
Other assets	1,476	1,421
Long term receivables (Note 4)	60,549	53,405
Portfolio investments (Note 3)	1,337,671	1,171,734
Investment in Government Business Enterprises (Note 5)	315,217	321,183
Total financial assets	\$ 2,397,325	\$ 2,247,850
Liabilities		
Accounts payable and accrued liabilities	\$ 418,927	\$ 436,642
Deferred revenue - general	105,042	105,713
Deferred revenue - obligatory reserve funds (Note 6 & 7)	725,530	617,918
Long term liabilities – municipal operations (Note 8)	306,586	352,261
Long term liabilities – housing corporation (Note 9)	46,731	48,882
Employee future benefits and other obligations (Note 10 & 11)	411,543	396,733
Solid waste landfill liabilities (Note 12)	83,511	78,272
Total liabilities	2,097,870	2,036,421
Net financial assets	\$ 299,455	\$ 211,429
Non-financial assets		
Tangible capital assets (Note 21)	\$ 6,549,950	\$ 6,448,616
Inventories	19,850	19,528
Prepaid expenses	7,449	9,615
Total non-financial assets	6,577,249	6,477,759
Accumulated surplus (Note 13)	\$ 6,876,704	\$ 6,689,188

Contractual obligations (Note 17)

Contractual rights (Note 18)

Contingent liabilities (Note 20)

COVID-19 (Note 25)

See accompanying notes to the consolidated financial statements.

City of Hamilton

Consolidated Statement of Operations

For the year ended December 31, 2022 (all numbers are in thousands of dollars)

	Budget <u>2022</u> (Note 24)	Actual <u>2022</u>	Actual <u>2021</u>
Revenue			
Taxation (Note 15)	\$ 1,024,475	\$ 1,028,395	\$ 985,972
Government grants and contributions (Note 16)	431,831	511,692	536,264
User charges	387,543	389,639	344,086
Developer contributions earned	36,490	32,015	68,541
Donated tangible capital assets	18,990	18,990	28,812
Investment and dividend income	39,394	44,735	37,639
Net income from Government Business Enterprises (Note 5)	-	6,057	13,097
Other	113,934	169,002	131,674
Total revenue	<u>2,052,657</u>	<u>2,200,525</u>	<u>2,146,085</u>
Expenses			
General government	\$ 71,156	\$ 84,262	\$ 95,277
Protection services	362,700	365,261	357,517
Transportation services	369,639	364,580	338,618
Environmental services	299,348	300,621	283,556
Health services	166,597	151,288	153,396
Social and family services	354,684	357,834	342,493
Social housing	122,924	129,364	124,830
Recreation and cultural services	194,774	189,040	164,238
Planning and development	78,816	75,171	63,316
Total expenses	<u>2,020,638</u>	<u>2,017,421</u>	<u>1,923,241</u>
Annual Surplus	\$ 32,019	\$ 183,104	\$ 222,844
Accumulated surplus			
Beginning of year	\$ 6,689,188	\$ 6,689,188	\$ 6,465,110
Other comprehensive income and other Government Business Enterprises (Note 5)	-	4,412	1,234
End of year	<u>\$ 6,721,207</u>	<u>\$ 6,876,704</u>	<u>\$ 6,689,188</u>

See accompanying notes to the consolidated financial statements.

City of Hamilton Consolidated Statement of Changes in Net Financial Assets

For the year ended December 31, 2022 (all numbers are in thousands of dollars)

	Budget <u>2022</u> (Note 24)	Actual <u>2022</u>	Actual <u>2021</u>
Operating activities			
Annual surplus	\$ 32,019	\$ 183,104	\$ 222,844
Other comprehensive loss of Government Business Enterprises	-	4,412	1,234
Acquisition of tangible capital assets	(490,762)	(320,219)	(447,314)
Loss on disposition of tangible capital assets	9,922	9,922	14,212
Amortization of tangible capital assets	227,952	227,953	216,262
Donated tangible capital assets	(18,990)	(18,990)	(28,812)
Change in inventories	-	(322)	(134)
Change in prepaid expenses	-	2,166	504
Change in financial assets	<u>(239,859)</u>	<u>88,026</u>	<u>(21,204)</u>
Net financial assets (debt)			
Beginning of year	<u>211,429</u>	<u>211,429</u>	<u>232,633</u>
End of year	<u>\$ (28,430)</u>	<u>\$ 299,455</u>	<u>\$ 211,429</u>

See accompanying notes to the consolidated financial statements.

City of Hamilton Consolidated Statement of Cash Flows

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

	<u>2022</u>	<u>2021</u>
Operating activities		
Annual surplus	\$ 183,104	\$ 222,844
(Increase) decrease in taxes receivable	(4,395)	3,273
Increase in accounts receivable	(2,900)	(5,233)
(Increase) decrease in other assets	(55)	7
(Decrease) increase in accounts payable and accrued liabilities	(17,715)	46,639
(Decrease) increase in deferred revenue - general	(671)	18,570
Increase in deferred revenue - obligatory reserve fund	107,612	147,339
Increase in inventories	(322)	(134)
Decrease in prepaid expenses	2,166	504
Non-cash activities		
Amortization of tangible capital assets	227,953	216,262
Donated tangible capital assets	(18,990)	(28,812)
Loss on disposition of tangible capital assets	9,922	14,212
Net income from Government Business Enterprises	(6,057)	(13,097)
Change in employee future benefits and other obligations	14,810	8,783
Change in solid waste landfill liabilities	5,239	13,124
	<u>499,701</u>	<u>644,281</u>
Investing activities		
Increase in portfolio investments	(165,937)	(148,835)
Increase in long term receivables	(7,144)	(11,168)
Dividends received from Government Business Enterprises	16,435	12,971
	<u>(156,646)</u>	<u>(147,032)</u>
Financing activities		
Long term debt issued – housing corporation	3,909	13,918
Long term liability – municipal operations	397	2,678
Debt principal repayment – municipal operations	(45,535)	(45,112)
Lease obligation payment – municipal operations	(537)	(603)
Debt principal repayment – housing corporation	(6,060)	(6,027)
	<u>(47,826)</u>	<u>(35,146)</u>
Capital activities		
Purchase of tangible capital assets	(320,219)	(447,314)
Net (decrease) increase in cash and cash equivalents	(24,990)	14,789
Cash and cash equivalents		
Beginning of year	<u>473,967</u>	<u>459,178</u>
End of year	<u>\$ 448,977</u>	<u>\$ 473,967</u>

See accompanying notes to the consolidated financial statements.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

1. Significant accounting policies

The Consolidated Financial Statements of the City of Hamilton ("City") are prepared by management in accordance with Canadian public sector accounting standards, as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

Significant accounting policies adopted by the City are as follows:

(a) Reporting entity

- (i) The consolidated financial statements reflect the assets, liabilities, revenues, expenses, changes in accumulated surplus, changes in net financial assets of the reporting entity. The consolidated financial statements include the activities of all committees of Council and the following boards and enterprises which are under the control of and accountable to Council:

Hamilton Police Services Board
The Hamilton Public Library Board
The Hamilton Street Railway Company
CityHousing Hamilton Corporation
Hamilton Business Improvement Areas including Ancaster BIA, Barton Street Village BIA, Concession Street BIA, Downtown Hamilton BIA, Dundas BIA, International Village BIA, Locke Street BIA, Downtown Stoney Creek BIA, Ottawa Street BIA, Waterdown BIA, and Westdale BIA
Flamborough Recreation Sub-Committees
Confederation Park
Hamilton Farmers Market

Interdepartmental and organizational transactions and balances are eliminated.

CityHousing Hamilton Corporation was incorporated as Hamilton Housing Corporation on January 1, 2001 as a result of the provincial legislation, Social Housing Reform Act 2000, which transferred the operation of various local housing authorities to municipalities. The City of Hamilton assumed social housing responsibilities on December 1, 2001. The share capital of CityHousing Hamilton Corporation is 100% owned by the City of Hamilton and a separate Board of Directors has been established to provide oversight responsibilities for the Corporation.

CityHousing Hamilton Corporation has been consolidated on a line-by-line basis after conforming with the City's accounting principles after eliminating inter-organizational transactions and balances.

Hamilton Utilities Corporation ("H.U.C."), Hamilton Enterprises Holdings Corporation ("H.E.H.C.O.") and Hamilton Renewable Power Inc. ("HRP Inc.") are subsidiary corporations of the City and are accounted for on a modified equity basis, consistent with the generally accepted accounting treatment for government business enterprises (Note 5). Under the modified equity basis, the business enterprise's accounting principles are not adjusted to conform to those of the City and inter-organizational transactions and balances are not eliminated.

City of Hamilton trust fund assets that are administered for the benefit of external parties are excluded from the consolidated financial statements. Separate financial statements have been prepared.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

1. Significant accounting policies (continued)

(a) Reporting entity (continued)

Cemetery trust, and general trust funds administered by the City amounting to \$21,481,000 (2021 - \$19,921,000 - prior year comparatives have been adjusted due to a change in accounting policy) have not been included in the Consolidated Statement of Financial Position nor have these operations been included in the Consolidated Statement of Operations. Homes for the Aged trust funds administered by the City amounting to \$427,000 (2021 - \$407,000) have not been included in the Consolidated Statement of Financial Position nor have these operations been included in the Consolidated Statement of Operations.

- (i) The financial activities of certain entities associated with the City of Hamilton are not consolidated. The City's contributions to these entities are recorded in the Consolidated Statement of Operations. The entities that are not consolidated are as follows:

Hamilton Region Conservation Authority
Disabled and Aged Regional Transit System
The Hamilton Municipal Retirement Fund
The Hamilton-Wentworth Retirement Fund
The Pension Fund of the Employees of the Hamilton Street Railway
Township of Glanbrook Non-Profit Housing Corporation

- (ii) The taxation, other revenues, expenses, assets and liabilities with respect to the operations of various school boards are not reflected in the consolidated financial statements.

(b) Basis of accounting

Revenues are recorded on the accrual basis of accounting, whereby revenues are recognized as they are earned and measurable. Expenses are recognized in the period goods and services are acquired and a liability is incurred.

(c) Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant estimates include assumptions used in estimating provisions for allowance for doubtful accounts, donated tangible capital assets, solid waste landfill liabilities, liabilities for contaminated sites, and in performing actuarial valuations of employee future benefit obligations.

Where estimation uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(d) Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash held in financial institutions and temporary investments with maturities of 365 days or less. Investments are valued at cost and are written down when there is a decrease in value.

(e) Portfolio investments

Portfolio investments mainly comprise of federal, provincial and municipal government bonds and deposit notes and short-term instruments of financial institutions. Portfolio investments are valued at cost less any amounts written off to reflect an other than temporary decline in value.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

1. Significant accounting policies (continued)

(f) Deferred revenue – obligatory reserve funds

Receipts which are restricted by legislation of senior governments or by agreement with external parties are in nature restricted revenues and are reported as deferred revenues. When qualifying expenses are incurred, deferred revenues are recognized into revenue in the fiscal period they are expended.

(g) Employee future benefits and other obligations

Employee future benefits and other obligations for retirement, post employment and pension benefits are reported in the Consolidated Statement of Financial Position. The accrued benefit obligations are determined using management’s best estimates of expected investment yields, wage and salary escalation, mortality rates, termination and retirement ages. The actuarial gain or loss is amortized over the expected average remaining life expectancy of the members of the employee groups.

(h) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts directly attributable to acquisition, construction, development or betterment of the asset. Donated and/or contributed assets are capitalized and recorded at their estimated fair value upon acquisition and recognized in revenue. Leased tangible capital assets are valued at the present value of the future minimum lease payments. Certain tangible capital assets for which historical cost information is not available have been recorded at current replacement cost deflated by a relevant inflation factor.

Amortization for road linear assets is calculated on a consumption basis using road deterioration curves. All other tangible capital assets are amortized on a straight-line basis over their estimated useful lives. One half of the annual amortization is recorded as amortization expense in the year of acquisition or construction and in the year of disposal. Estimated useful lives range from 2 years to 100 years as follows:

General - Land improvements	3 to 100 years
General - Buildings	20 to 50 years
General - Vehicles	2 to 20 years
General – Computer hardware and software	3 to 5 years
General – Other – Machinery and equipment	2 to 100 years
Infrastructure – Bridges and other structures	40 to 75 years
Infrastructure – Water and wastewater facilities	20 to 40 years
Infrastructure – Water, wastewater, storm and road linear	18 to 100 years

The City has leased tangible capital assets which are amortized over the term of the lease, ranging from 5 to 50 years. The cost, accumulated amortization, net book value and amortization expense have been reported in these consolidated financial statements.

Assets under construction are not amortized until the asset is ready for use. All interest on debt incurred during construction of related tangible capital assets is expensed in operations in the year incurred. Works of art and historic treasures are not recorded as assets in these consolidated financial statements.

(i) Inventories

Inventories held for consumption or use are valued at the lower of cost and net realizable value.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

1. Significant accounting policies (continued)

(j) Government transfers

Government transfers are recognized as revenue in the financial statements when the transfer is authorized, any eligibility criteria are met, and a reasonable estimate of the amount can be made except, when and to the extent that, stipulations by the transferor give rise to an obligation that meet the definition of a liability. Government transfers that meet the definition of a liability are recognized as revenue as the liability is extinguished.

(k) Long term receivables

Long term receivables are valued at cost. Recoverability is assessed annually, and a valuation allowance is recorded when recoverability has been impaired. Long term receivables are written off when they are no longer recoverable. Recoveries of long-term receivables previously written off are recognized in the year received. Interest revenue is recognized as it is earned. Long term receivables with significant concessionary terms are reported as an expense on the Consolidated Statement of Operations. Long term receivables are reported in Note 4.

(l) Tax revenue

Taxes receivable and tax revenue are recognized when they meet the definition of an asset, the tax is authorized, and the taxable event has occurred.

(m) Solid waste landfill liabilities

The Ontario Environmental Protection Act (the "Act") sets out the regulatory requirements for the closure and maintenance of landfill sites. Under the Act, the City is required to provide for closure and post-closure care of solid waste landfill sites. The costs related to these obligations are provided for all inactive landfill sites and active landfill sites based on usage.

(n) Contaminated sites

Contamination is a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when all the following criteria are met:

- (i) an environmental standard exists
- (ii) contamination exceeds the environmental standard
- (iii) the City is directly responsible or accepts responsibility
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

The liability is estimated based upon information that is available when the financial statements are prepared. It is based upon the costs directly attributable to the remediation activities required using a present value measurement technique.

(o) Related parties' disclosure

A related party exists when one party has the ability to exercise control or shared control over the other. Related parties include key management personnel, their close family members and the entities they control or have shared control over. Related party transactions are disclosed if they occurred at a value different from that which would have been arrived at if parties were unrelated and the transaction has material effect on the consolidated financial statements. As at December 31, 2022, there are no such related party transactions to disclose.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

1. Significant accounting policies (continued)

(p) Contingent assets

Contingent assets are possible assets arising from existing conditions or situations involving uncertainty which will be ultimately resolved when one of more future events occur that are not within the government's control. Disclosure of a contingent asset is required under this standard when the occurrence of a confirming future event is likely. As at December 31, 2022, there are no such contingent assets to disclose.

(q) Contractual rights

Contractual rights require the disclosure of information in regard to future rights to economic resources arising from contracts or agreements that will result in a future economic benefit. Such disclosure includes the nature, extent and timing of contractual rights. The City is involved with various contracts and agreements arising in the ordinary course of business. This results in contractual rights to economic resources. Contractual rights are reported in Note 18.

(r) Assets

The assets standard provides additional guidance on the definition of assets and what is meant by economic resources, control, past transactions and events and from which future economic benefits are to be obtained. For the year ended December 31, 2022, all material assets have been disclosed and reported within this definition.

(s) Inter-Entity transactions

Inter-entity transactions standard provides guidance on how to account for and report transactions between public sector entities that comprises a government reporting entity. This section provides guidance for the measurement of these transactions. All City transactions are recorded at the exchange amount, being the amount agreed to by both parties. For the year ended December 31, 2022, there were no material inter-entity transactions to disclose.

2. Adoption of new accounting standards

The following are upcoming standard and amendment changes that will be effective in future periods. They have not been applied to the 2022 consolidated financial statements. Management is still assessing the impact to the City's future financial statements and the extent of the impact is still not known at this point.

(a) PS 1201, Financial Statement Presentation

Introduces a new statement of remeasurement gains and losses. The new statement will report: unrealized foreign exchange gains or losses, fair value remeasurements and other comprehensive income (OCI) from GBEs / GBPs. This standard is effective for fiscal years beginning on or after April 1, 2022 (the City's December 31, 2023 year-end) and must be adopted simultaneously with PS 3450-Financial Instruments and PS2601-Foreign Currency Translation.

(b) PS 2601, Foreign Currency Translation

Requires foreign exchange translation gains and losses to be reported in the statement of remeasurement gains and losses. This standard is effective for fiscal periods beginning on or after April 1, 2022 (the City's December 31, 2023 year-end).

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

2. Adoption of new accounting standards (continued)

(c) PS 3280, Asset Retirement Obligations

Establishes a framework for recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Legally obligated costs associated with the retirement of capital assets will be accounted for over the life of the asset, as opposed to at time the retirement occurs. This section is effective for fiscal years beginning on or after April 1, 2022 (The City's December 31, 2023 year-end).

(d) PS 3400, Revenue

Establishes a framework for recognition, measurement and reporting revenues that arise from transactions that include performance obligations (revenue recognized as performance obligations are satisfied) and transactions that do not have performance obligations (revenue recognized at realizable value). This section is effective for fiscal years beginning on or after April 1, 2023 (The City's December 31, 2024 year-end).

(e) PS 3450, Financial Instruments

Provides guidance on recognition, measurement, presentation and disclosure of financial instruments and introduces fair value measurement for a number of financial instruments including derivatives. This standard is effective for fiscal periods beginning on or after April 1, 2022 (the City's December 31, 2023 year-end).

(f) PS 3041 Portfolio Investments

Provides guidance on how to account for investments in organizations that do not form part of the government reporting entity. Such investments are normally in equity instruments or debt instruments issued by the investee. This section is effective for fiscal years beginning on or after April 1, 2022 (The City's December 31, 2023 year-end).

(g) Public Sector Guideline 8, Purchased Intangible

Allows public sector entities to recognize intangible purchased through an exchange transaction. This guideline is effective for fiscal years beginning on or after April 1, 2023 (the City's December 31, 2024 year-end).

(h) PS 3160 Public Private Partnership

This Section establishes standards on accounting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner. This section is effective for fiscal years beginning on or after April 1, 2023 (the City's December 31, 2024 year-end).

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

3. Cash and cash equivalents and portfolio investments

	<u>2022</u>	<u>2021</u>
Cash and cash equivalents are comprised of:		
Cash on hand	\$ 128	\$ 133
Cash held in banks	441,973	467,491
Temporary investments	6,876	6,343
	<u>\$ 448,977</u>	<u>\$ 473,967</u>
Portfolio investments are comprised of:		
Unrestricted investments	\$ 546,813	\$ 489,968
Designated investments (obligatory reserve funds)	725,530	617,918
Designated investments (Hamilton Future Fund)	65,328	63,848
	<u>\$ 1,337,671</u>	<u>\$ 1,171,734</u>

Portfolio investments have a market value of \$1,163,964,000 (2021 - \$1,151,442,000). The City has purchased \$3,446,000 (2021 - \$3,446,000) of its own debentures which have not been cancelled. This investment in its own debenture is included in portfolio investments on the consolidated statement of financial position. The gross amounts of these debentures is \$302,528,000 (2021 - \$348,063,000).

4. Long term receivables

The City has long-term receivables in the amount of \$60,549,000 (2021 - \$53,405,000). The long-term receivables are comprised of:

	<u>2022</u>	<u>2021</u>
Development charge deferral agreements	\$ 50,016	\$ 41,575
Mortgages receivable:		
Hamilton Enterprises Holding Corporation	5,508	5,832
Sheraton Hotel loan	311	462
Other City loan programs	2,387	3,898
Loans to other agencies and organizations	4,152	3,547
Less: Provision for loans with concessionary terms	(1,825)	(1,909)
	<u>\$ 60,549</u>	<u>\$ 53,405</u>

Development charge deferral agreements and mortgage receivables are loans which are secured by property, with interest rates varying from 0% to 9.20% and terms of one year to thirty years.

Loans to other agencies and organizations include loans to the Catholic Children's Aid Society, Royal Yacht Club, Winona Peach Festival, the Bob Kemp Hospice, and Rosedale Tennis Club with interest rates varying from 0% to 4.92% for terms of up to thirty years.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

5. Investment in Government Business Enterprises

Hamilton Utilities Corporation, Hamilton Enterprises Holdings Corporation and Hamilton Renewable Power Inc. are subsidiary corporations of the City and are accounted for on a modified equity basis, consistent with the generally accepted accounting treatment for government business enterprises.

In compliance with provincial legislation enacted to restructure the electrical industry in Ontario, the Hamilton Utilities Corporation ("H.U.C.") was incorporated on June 1, 2000. All the assets and liabilities of the predecessor hydro-electric systems were transferred to H.U.C. During 2004, Hamilton Hydro Energy Inc. was established with the City's acceptance of a dividend in kind in the form of one common share from H.U.C. Effective June 1, 2005, the articles of incorporation reflected the amendment of a name change to Hamilton Renewable Power Inc. ("HRP Inc."). On December 18, 2017 Hamilton Enterprises Holdings Corporation ("H.E.H.C.O.") was incorporated.

The amounts related to government business enterprises as reported in the Consolidated Statement of Operations for 2022 and 2021 is as reported by the Hamilton Utilities Corporation, Hamilton Enterprises Corporation and Hamilton Renewable Power Inc.

	<u>2022</u>	<u>2021</u>
Net income from H.U.C.	\$ 7,869	\$ 16,132
Net loss from H.E.H.C.O.	(1,337)	(2,770)
Net loss from HRP Inc.	(475)	(265)
	<u>\$ 6,057</u>	<u>\$ 13,097</u>

The City's investment in Government Business Enterprises is reported in the Consolidated Statement of Financial Position as:

	<u>2022</u>	<u>2021</u>
Investment in H.U.C.	\$ 288,376	\$ 292,615
Investment in H.E.H.C.O.	28,020	29,272
Investment in HRP Inc.	(1,179)	(704)
	<u>\$ 315,217</u>	<u>\$ 321,183</u>

The change in investment in Government Business Enterprises is allocated as follows:

	<u>2022</u>	<u>2021</u>
Investment in Government Business Enterprises at January 1	\$ 321,183	\$ 319,823
Net income during the year	6,057	13,097
Other comprehensive income	4,412	1,234
Dividends	(16,435)	(12,971)
Investment in Government Business Enterprises at December 31	<u>\$ 315,217</u>	<u>\$ 321,183</u>

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

5. Investment in Government Business Enterprises (continued)

The following table provides condensed supplementary financial information for Hamilton Utilities Corporation reported by H.U.C. at December 31, 2022 and December 31, 2021 respectively.

	<u>2022</u>	<u>2021</u>
Financial Position		
Current assets	\$ 73	\$ 49
Notes receivable from Corporation	16,212	16,212
Future payments in lieu of income taxes	-	448
Investment in Alectra Holdings Inc.	<u>350,426</u>	<u>356,107</u>
Total assets	<u>366,711</u>	<u>372,816</u>
Current liabilities		
(including current portion of long term debt)	15	14
Non-current liabilities	<u>67,541</u>	<u>69,408</u>
Total liabilities	<u>67,556</u>	<u>69,422</u>
Change in equity on restructuring	<u>10,779</u>	<u>10,779</u>
Shareholder's equity	<u>\$ 288,376</u>	<u>\$ 292,615</u>
Results of operations		
Revenues	\$ 285	\$ 156
Operating expenses	(282)	(184)
Equity income in Alectra Holdings Inc.	6,427	17,668
Financing expenses	(6)	(6)
Other income	<u>26</u>	<u>7</u>
Equity earnings from operations	<u>6,450</u>	<u>17,641</u>
Recovery / (payment) of taxes	<u>1,419</u>	<u>(1,509)</u>
Net income before other comprehensive income	<u>7,869</u>	<u>16,132</u>
Other comprehensive income	<u>4,327</u>	<u>1,212</u>
Net income	<u>\$ 12,196</u>	<u>\$ 17,344</u>
Dividends paid	16,435	12,971

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

5. Investment in Government Business Enterprises (continued)

H.U.C. transactions with corporations under common control:

Amounts owing to and from corporations under common control are non-interest bearing with no fixed terms of repayment.

The following table provides condensed supplementary financial information for Hamilton Enterprises Holding Corporation reported by H.E.H.C.O. at December 31, 2022 and December 31, 2021 respectively.

	<u>2022</u>	<u>2021</u>
Financial Position		
Current assets	\$ 10,532	\$ 8,269
Capital assets	44,583	47,381
Other assets	4,783	5,159
Future payments in lieu of income taxes	5,999	5,243
Total assets	<u>65,897</u>	<u>66,052</u>
Current liabilities		
(including current portion of long term debt)	20,664	19,235
Non-current liabilities	28,321	28,645
Total liabilities	<u>48,985</u>	<u>47,880</u>
Non-controlling interest	-	59
Opening equity	(11,159)	(11,159)
Adjustment to equity for non-controlling interest	51	-
Total shareholder's deficit	<u>\$ 28,020</u>	<u>\$ 29,272</u>
Results of operations		
Revenues	\$ 19,743	\$ 18,133
Operating expenses	(20,382)	(20,277)
Financing expense	(667)	(917)
Other income	73	24
Equity earnings from operations	(1,233)	(3,037)
Payment / (recovery) of taxes	112	(248)
Loss for the year	(1,345)	(2,789)
Non-controlling interest of a subsidiary	8	19
Net loss before other comprehensive income	(1,337)	(2,770)
Other comprehensive income	85	22
Net loss	<u>\$ (1,252)</u>	<u>\$ (2,748)</u>

City of Hamilton
Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

5. Investment in Government Business Enterprises (continued)

H.E.H.C.O. transactions with corporations under common control

Amounts owing to and from corporations under common control are non-interest bearing and have no fixed terms of repayment.

H.E.H.C.O. amounts owing to parent:

Amounts totaling \$5,508 (2021 - \$5,832) owing to the City of Hamilton (the "City") are due December 31, 2039, bearing interest at a fixed interest rate of 4.06% throughout the term of the loan. The loan is payable in annual principal repayments of \$324 plus interest. The amounts owing to the City relate to the Corporation's acquisition of the City of Hamilton's Central Utilities Plant ("CUP").

The borrowings are secured by the assets of the CUP with a net book value of \$8,702 (2021 - \$9,034) with a cross-company guarantee provided by a corporation under common control.

Interest expense for the amounts owing to parent was \$192 (2021 - \$210). Principal payments on the amounts owing to parent are due as follows:

	<u>2022</u>
2023	\$ 324
2024	324
2025	324
2026	324
2027	324
Thereafter	3,888
	<u>\$ 5,508</u>

City of Hamilton
Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

5. Investment in Government Business Enterprises (continued)

The following table provides condensed supplementary financial information for Hamilton Renewable Power Incorporated reported by HRP Inc. at December 31, 2022 and December 31, 2021 respectively.

	<u>2022</u>	<u>2021</u>
Financial Position		
Current assets	\$ 1,362	\$ 1,503
Capital assets	4,095	4,542
Other assets	32	32
Total assets	<u>5,489</u>	<u>6,077</u>
Current liabilities		
(Including current portion of long term debt)	537	603
Future payment in lieu of taxes	131	178
Total liabilities	<u>668</u>	<u>781</u>
Shareholder's equity		
Net deficit	<u>\$ (1,179)</u>	<u>\$ (704)</u>
Results of operations		
Revenues	\$ 1,677	\$ 2,435
Expenses	(2,152)	(2,700)
Net loss	<u>\$ (475)</u>	<u>\$ (265)</u>

Government Business Enterprises - related party transactions

The following summarizes the Corporations related party transactions with Government Business Enterprises for the year ended December 31.

	<u>2022</u>	<u>2021</u>
Revenue		
Dividend revenue from H.U.C.	\$ 16,435	\$ 12,971
Property and other taxes received by the City from H.U.C.	548	537
Sale of methane to HRP Inc.	486	734
Expenditures		
Hydro purchased by the City from H.E.H.C.O.	37,223	36,762
Thermal energy purchased from HRP Inc.	171	241
Assets		
Accounts receivable from HRP Inc.	315	446
Long term receivable from H.E.H.C.O.	5,184	5,508

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

6. Deferred revenue – obligatory reserve funds

The deferred revenue – obligatory reserve funds, reported on the consolidated statement of financial position, are made up of the following:

	<u>2022</u>	<u>2021</u>
Development charge reserve funds	\$ 467,128	\$ 373,591
Recreational land dedicated under the Planning Act	88,239	70,102
Community Benefit Charges Reserve	179	-
Community Benefit Charges (Transition Reserve)	15,423	-
Gasoline tax revenue: Provincial	11,765	20,092
Canada Community-Building Fund (Federal Gas Tax)	105,528	104,319
Building Permit Revenue	29,406	28,048
Other (Main Street Revitalization)	7	7
Safe Restart Agreement (SRA): Municipal & Transit Funding	7,855	21,759
	\$ 725,530	\$ 617,918

7. Deferred revenue – obligatory reserve funds

The deferred revenue – obligatory reserve funds, reported on the consolidated statement of financial position, are made up of the following:

	<u>2022</u>	<u>2021</u>
Balance at January 1	\$ 617,918	\$ 470,579
Add:		
Developer and other contributions	154,595	163,612
Interest earned	15,046	11,051
Provincial and Federal Funding	36,983	125,674
	206,624	300,337
Less:		
Contributions used in operating and capital funds	99,012	152,998
Balance at December 31	\$ 725,530	\$ 617,918

8. Long term liabilities – municipal operations

(a) The long-term liabilities – municipal operations consists of long term debt for serial debentures and loans that mature in the years 2023 to 2044 with interest rates varying between 0.50% and 5.05% and obligations for leased tangible capital assets with payments from 2023 to 2051 at a discount rate of 5%. The balance of long-term liabilities consists of the following:

	<u>2022</u>	<u>2021</u>
Long term liabilities incurred by the City	\$ 302,528	\$ 348,063
Long term liabilities for leased tangible capital assets incurred by the City	4,058	4,198
Net long term liabilities	\$ 306,586	\$ 352,261

City of Hamilton Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

8. Long term liabilities – municipal operations (continued)

- (b) Of the \$302,528,000 long term debt incurred by the City (2021 - \$348,063,000) certain principal payments do not represent a burden on general City revenue, as they are to be recovered in future years from other sources.

The total long-term debt is to be recovered from the following:

	<u>2022</u>	<u>2021</u>
General Revenue	\$ 199,325	\$ 231,779
Water & Wastewater user charges	103,203	116,284
	<u>\$ 302,528</u>	<u>\$ 348,063</u>

- (c) The total City principal repayments of long-term debt in each of the next five years and thereafter are due as follows:

	General Revenues	Water & Wastewater User Charges	Total <u>2022</u>
2023	\$ 27,232	\$ 13,028	\$ 40,260
2024	25,070	12,971	38,041
2025	25,145	12,971	38,116
2026	20,024	12,971	32,995
2027	18,028	11,573	29,601
2028 and thereafter	83,826	39,689	123,515
Total	<u>\$ 199,325</u>	<u>\$ 103,203</u>	<u>\$ 302,528</u>

- (d) The total City principal repayments of leased tangible capital assets in each of the next five years and thereafter are due as follows:

	<u>2022</u>
2023	\$ 520
2024	330
2025	330
2026	330
2027	330
2028 and thereafter	2,218
Total	<u>\$ 4,058</u>

- (e) Total repayments and interest charges for the year for long term debt are as follows:

	<u>2022</u>	<u>2021</u>
Principal repayments	\$ 45,535	\$ 45,112
Interest expense	8,884	10,218
	<u>\$ 54,419</u>	<u>\$ 55,330</u>

- (f) Total repayments and interest charges for the year for leased tangible capital assets are as follows:

	<u>2022</u>	<u>2021</u>
Principal repayments	\$ 537	\$ 603
Interest expense	203	240
	<u>\$ 740</u>	<u>\$ 843</u>

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

9. Long term debt – housing corporation

(a) The balance of long-term debt – housing corporations reported on the Consolidated Statement of Financial Position represents capital assets of the City Housing Hamilton that are financed by mortgages. The mortgages mature in the years 2023 to 2040 with interest rates varying between 0% and 5.83%. The mortgage obligations for City Housing Hamilton are \$46,731,000 (2021 - \$48,882,000).

(b) The principal repayments of these mortgages in each of the next five years and thereafter are as follows:

		<u>2022</u>
2023	\$	5,555
2024		9,571
2025		4,395
2026		3,464
2027		3,518
2028 and thereafter		<u>20,228</u>
	<u>\$</u>	<u>46,731</u>

(c) Total repayments and interest charges for the year for long term debt - housing corporations are as follows:

		<u>2022</u>		<u>2021</u>
Principal repayments	\$	6,060	\$	6,027
Interest expense		<u>918</u>		<u>1,029</u>
	<u>\$</u>	<u>6,978</u>	<u>\$</u>	<u>7,056</u>

(d) Other long-term debt incurred by the City of Hamilton's housing corporations, representing capital assets financed by debentures issued by the Ontario Housing Corporation of \$1,804,000 (2021 - \$3,583,000), is not included in the Consolidated Statement of Financial Position. The Social Housing Reform Act, 2000 transferred the ownership and responsibility for the administration of Province of Ontario public housing to the City of Hamilton as a local housing corporation. The transfer, effective January 1, 2001, included land and buildings at no cost. The servicing of long-term debt remains the obligation of the Province of Ontario.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

10. Employee future benefits and other obligations

The City provides certain employee benefits that require funding in future periods. An estimate of these liabilities has been recorded in the Consolidated Statement of Financial Position. These amounts are summarized as follows:

	<u>2022</u>	<u>2021</u>
Accrued Benefit Obligation		
Sick leave benefit plan (a)	\$ 65,388	\$ 62,692
Long term disability (b)	46,742	44,975
Workplace safety and insurance board liabilities (WSIB) (c)	164,562	132,478
Retirement benefits (d)	172,675	170,423
Vacation benefits (e)	26,928	27,031
Pension benefit plans (f)	<u>(18,338)</u>	<u>(40,311)</u>
	457,957	397,288
Net unamortized actuarial loss	(59,699)	(9,596)
Valuation allowance	<u>13,285</u>	<u>9,041</u>
Accrued Liability	<u>\$ 411,543</u>	<u>\$ 396,733</u>

The City has established reserves for some of these liabilities totalling \$92,709,000 (2021 - \$82,141,000) as described in the following notes.

The continuity of employee future benefits and other obligations are summarized as follows:

	<u>2022</u>	<u>2021</u>
Liability for Employee Future Benefits and Other Obligations		
balance at beginning of the year	\$ 396,733	\$ 387,950
Plan amendment per actuarial valuation	4,244	3,242
Benefit expense	50,578	38,842
Interest expense	13,235	12,693
Amortization of actuarial loss on accrued benefit obligations	8,284	5,835
Amortization of actuarial gain on earnings on pension assets	(11,775)	(6,253)
Benefit payments	<u>(49,756)</u>	<u>(45,576)</u>
Liability for Employee Future Benefits and Other Obligations		
balance at end of the year	<u>\$ 411,543</u>	<u>\$ 396,733</u>

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

10. Employee future benefits and other obligations (continued)

The expenses related to these employee benefits and other obligations are reported in the Consolidated Statement of Operations. These expenses are summarized as follows:

	2022	2021
Plan amendment per actuarial valuation	\$ 4,244	\$ 3,242
Benefit expense	50,578	38,842
Interest expense	13,235	12,693
Amortization of net actuarial loss	(3,491)	(418)
	\$ 64,566	\$ 54,359

Actuarial valuations are performed on post-employment, retirement benefits and pension benefits to provide estimates of the accrued benefit obligations. These estimates are based on several assumptions about future events including interest rates, inflation rates, salary and wage increases, medical and dental cost increases and mortality. The assumptions are determined at the time of the actuarial valuations and are reviewed annually. Consequently, different assumptions may be used as follows:

	Discount	Return	Inflation	Payroll	Healthcare	Life
	Rate	on Assets	Rate	Increases	Cost	Expectancy
					Increases	(Years)
Vested sick leave	3.25%	NA	2.0%	3.0%	NA	15.0
Long term disability	4.20%	NA	2.0%	3.0%	NA	8.0
Workplace safety and insurance	4.20%	NA	2.0 to 6.5%	3.0%	NA	10.0
Retirement Benefits	3.50%	NA	2.0%	3.0%	4.0% - 5.96%	12.0
Pensions Benefits (non-OMERS)	5.20%	5.20%	2.0%	NA (1)	NA	6.0 - 10.5

Notes:

(1) There is no estimate for future salary and wage increases in the non-OMERS pension plans as the active employees have been transferred to OMERS.

(a) Liability for sick leave benefit plan

The City provides a sick leave benefit plan for certain employee groups. Under the sick leave benefit plan of the City, unused sick leave can accumulate, and employees may become entitled to a cash payment when they leave the City's employment. An actuarial valuation as at December 31, 2020 has estimated the accrued benefit obligation at \$65,388,000 (2021 - \$62,692,000). Changes in valuation assumptions have resulted in an increase in the liability to \$65,388,000 from the expected liability of \$64,878,000. The actuarial loss as at December 31, 2022 of \$510,000 is being amortized over 15 years, which is the expected average remaining life expectancy of the members of the employee groups. Reserves established to provide for this liability are included on the Consolidated Statement of Financial Position in the amount of \$13,588,000 (2021 - \$12,111,000).

(b) Liability for long term disability

The City provides benefits in the event of total disability for certain employee groups. An actuarial valuation of the City's self-insured long-term disability program as at December 31, 2022 has estimated the accrued benefit obligation at \$46,742,000 (2021 - \$44,975,000). Changes in valuation assumptions have resulted in an increase in the liability of \$46,742,000 from the expected liability of \$35,973,000. The actuarial loss as at December 31, 2022 of \$10,769,000 is being amortized over 8.0 years, which is the expected average remaining life expectancy of the members of the employee groups. Reserves established to provide for this liability are included on the Consolidated Statement of Financial Position in the amount of \$19,213,000 (2021 - \$15,806,000).

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

10. Employee future benefits and other obligations (continued)

(c) Liability for workplace safety and insurance

The City is liable for compensation related to workplace injuries as stipulated by the Workplace Safety & Insurance Act. An actuarial valuation as at December 31, 2022 estimated the accrued benefit obligation for workplace safety & insurance existing claims and future pension awards at \$164,562,000 (2021 - \$132,478,000). Changes in valuation assumptions have resulted in an increase in the liability to \$164,562,000 from the expected liability of \$122,681,000. The actuarial loss of \$41,881,000 is being amortized over 10.0 years, which is the expected average remaining life expectancy of the plan members in various groups. Reserves established to provide for this liability are included on the Consolidated Statement of Financial Position in the amount of \$42,023,000 (2021 - \$41,618,000).

(d) Liability for retirement benefits

The City provides certain health, dental and life insurance benefits between the time an employee retires under the Ontario Municipal Employees Retirement System (OMERS) or the normal retirement age and up to the age of 65 years. An actuarial valuation at December 31, 2020 estimated the accrued benefit obligation at \$172,675,000 (2021 - \$170,423,000). Changes in valuation assumptions have resulted in an increase in liability to \$172,675,000 from the expected liability of \$154,039,000. The actuarial loss of \$18,636,000 is being amortized over 12 years, which is the expected average remaining life expectancy of the plan members in various groups. The City has \$8,232,000 (2021 - \$7,993,000) set aside in the Consolidated Statement of Financial Position to assist with this liability.

(e) Liability for vacation benefits

The City is liable for vacation days earned by its employees as at December 31, 2022 but not taken until a later date. The liability as at December 31, 2022 has been estimated at \$26,928,000 (2021 - \$27,031,000), of which \$16,133,000 is funded by City departments' budgets (2021 - \$16,609,000). Reserves established to provide for this liability are included on the Consolidated Statement of Financial Position in the amount of \$656,000 (2021 - \$641,000), and the remaining liability of \$10,139,000 is unfunded (2021 - \$9,781,000).

(f) Liability for pensions benefit plans

In addition to the Ontario Municipal Employees Retirement System (OMERS) described in Note 11, the City also provides pension benefits under three other plans. The actuarial valuations for Hamilton-Wentworth Retirement Fund, Hamilton Street Railway Retirement Fund and Hamilton Municipal Retirement Fund at December 31, 2022 estimated the combined accrued benefit asset of the pension plans at \$18,338,000 from an asset of \$40,311,000 in 2021. Changes in valuation resulted in an asset of \$18,338,000 from an expected liability of 7,043,000. The actuarial gain of \$25,381,000 is being amortized over 6.0 to 10.5 years, which is the expected average remaining life expectancy of the plan members. Reserves established to provide for this liability are included on the Consolidated Statement of Financial Position in the amount of \$17,229,000 (2021 - \$11,965,000).

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

11. Pension agreements

(a) Ontario Municipal Employees Retirement System

The City makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of approximately 7,441 members of City staff and councillors. The plan is a defined benefit plan, which specifies the amount of retirement benefit to be received by employees, based on the length of credited service and average earnings.

The latest actuarial valuation as at December 31, 2022 indicates a “going concern” Actuarial Deficit based on the plan’s current member and employer contribution rates. Contributions were made in the 2022 calendar year at rates ranging from 9.0% to 15.8% depending on the member’s designated retirement age and level of earnings. As a result, \$62,899,000 (2021 - \$61,070,000) was contributed to the OMERS plan for current service.

As OMERS is a multi-employer pension plan, any pension plan surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees. The OMERS primary pension plan has a deficit of \$6.7 billion as of December 31, 2022 (2021 - \$3.1 billion)

(b) Other pension plans – Hamilton-Wentworth Retirement Fund, Hamilton Municipal Retirement Fund, and Hamilton Street Railway Retirement Fund.

Approximately 230 current employees and 903 former employees of the City are members of three defined benefit plans; Hamilton-Wentworth, Hamilton Municipal and the Hamilton Street Railway Retirement Funds and are current or future beneficiaries under their terms and conditions. Actuarial valuations of the pension plans for funding purposes are required under the Pension Benefits Act every three years. The actuarial valuations of the pension plans for accounting purposes provide different results than the valuations for funding purposes. For funding purposes, one of the pension plans is in a surplus position and the other two plans are in a deficit position.

The actuarial valuations for these pension plans are based on a number of assumptions about future events including mortality, inflation and interest rates. The one plan with deficits is paying a number of amortization schedules that will be completed over a period of ten years.

The accrued pension liability reported in the Consolidated statement of Financial Position is comprised as follows:

	<u>2022</u>	<u>2021</u>
Accrued pension benefit obligation	\$ 276,639	\$ 322,674
Pension plan assets	<u>(294,977)</u>	<u>(362,985)</u>
Other assets	(18,338)	(40,311)
Unamortized actuarial gain	<u>12,096</u>	<u>49,113</u>
Accrued pension liability	(6,242)	8,802
Valuation allowance	<u>13,285</u>	<u>9,041</u>
Adjusted accrued pension liability	<u>\$ 7,043</u>	<u>\$ 17,843</u>

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

11. Pension agreements (continued)

The actuarial gain or loss on pension fund assets and the actuarial gain or loss on accrued pension benefits obligations are comprised as follows:

	<u>2022</u>	<u>2021</u>
Expected pension fund assets at the end of year	\$ 355,306	\$ 337,259
Actual pension fund assets at end of year	<u>294,977</u>	<u>362,985</u>
Actuarial (loss) gain on pension fund assets	<u>(60,329)</u>	<u>25,726</u>
Expected accrued pension benefit obligation at end of year	307,713	299,572
Actual accrued pension benefit obligation at end of year	<u>276,639</u>	<u>322,674</u>
Actuarial gain (loss) on accrued pension benefit obligation	<u>\$ 31,074</u>	<u>\$ (23,102)</u>

The expense related to the pension plans are comprised as follows:

	<u>2022</u>	<u>2021</u>
Amortization of net actuarial loss on accrued pension benefit obligation	\$ (113)	\$ (2,653)
Amortization of net actuarial loss on pension plan assets	<u>(11,377)</u>	<u>(6,766)</u>
Net amortization	<u>(11,490)</u>	<u>(9,419)</u>
Interest on average accrued pension benefit obligation	\$ 11,383	\$ 13,119
Expected return on average pension plan assets	<u>(13,047)</u>	<u>(14,670)</u>
Net interest	<u>(1,664)</u>	<u>(1,551)</u>
Change in valuation allowance	<u>4,245</u>	<u>3,241</u>
Total expenses	<u>\$ (8,909)</u>	<u>\$ (7,729)</u>

Payment of \$1,889,500 (2021 - \$1,770,200) have been applied to reduce the Hamilton - Wentworth and Hamilton Street Railway plans' deficit as actuarially determined for funding purposes. The pension deficit for the pension plans as at December 31, 2022 will be funded by the City with payments as follows:

		<u>2022</u>
2023	\$	1,956
2024		1,956
2025		1,956
2026		1,956
2027 and thereafter		<u>7,824</u>
Total	<u>\$</u>	<u>15,648</u>

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

12. Solid waste landfill liabilities

The City owns and operates one open landfill site and it owns and maintains twelve (12) closed landfill sites.

The active landfill site in the Glanbrook community was opened in 1980 covering 220 hectares over three phases with a capacity of 14,821,000 cubic metres of waste. The total capacity has been broken into three Phases, with Phase 1 having a capacity of 8,400,000, Phase 2 having a capacity of 4,855,000 cubic metres and Phase 3 having a capacity of 1,566,000 cubic metres. As at December 31, 2018 landfilling has ceased in Phase 1 and is occurring in Phase 2. Approximately 295,000 cubic metres of un-utilized or recovered (due to site settlement) capacity had been retained at Phase 1 representing 3.5% of its theoretical approved capacity. This is intended for use in the event of an emergency or extended lack of access into Phase 2. For the purpose of financial considerations Phase 1 should be treated as being "at capacity" although the intent is to eventually utilize the retained air space. Filling was initiated at Phase 2 in mid-December 2018 and therefore as of December 31, 2022 still retained an estimated 4,025,000 cubic meters of capacity. It is estimated Phase 2 will reach its capacity and close in 2046. Construction of Phase 3 has not been initiated. It is estimated that the site will reach full capacity and close in 2055.

In 2022 approximately 42% of waste generated was diverted from landfills (2021 - 43%).

The closure costs for the open Glanbrook landfill site and post closure care costs for the closed sites are based upon management estimates, adjusted by 2.69% inflation. These costs are then discounted back to December 31, 2022 using a discount factor of 3.69%. Post closure care for the Glanbrook site is estimated to be required for 50 years from the date of closure of each phase. Studies continue to be undertaken to assess the liability associated with the City's closed landfill sites and the estimates will be updated as new information arises.

Estimated expenses for closure and post-closure care are \$94,410,000 (2021 - \$86,199,000). The expenses remaining to be recognized are \$10,899,000 (2021 - \$7,927,000). The liability of \$83,511,000 (2021 - \$78,272,000) for closure of the operational site and post closure care of the closed sites has been reported on the Consolidated Statement of Financial Position. A reserve of \$1,306,000 (2021 - \$1,275,000) was established to finance the future cost for closed landfill sites.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

13. Accumulated Surplus

The accumulated surplus balance is comprised of balances in reserves and discretionary reserve funds, operating surplus, capital surplus, unfunded liabilities to be recovered in the future, investment in government business enterprises and investment in tangible capital assets.

	<u>2022</u>	<u>2021</u>
Reserves and discretionary reserve funds set aside for specific purposes by Council are comprised of the following:		
Working funds	\$ 136,301	\$ 116,740
Contingencies	1,062	1,038
Replacement of equipment	47,587	58,853
Sick leave (Note 10)	13,588	12,111
Workplace Safety and Insurance Board (WSIB) (Note 10)	42,023	41,618
Pension plans (Note 10)	17,229	11,965
Tax stabilization	19,792	41,309
General government	25,232	22,907
Protection services	1,675	1,637
Transportation services	24,240	24,380
Environmental services	110,077	138,908
Health and social services	13,921	10,403
Recreation and cultural services	31,409	24,162
Planning and development	6,660	3,702
Other unallocated	87,280	102,017
Hamilton Future Fund (Note 14)	65,328	63,848
Total reserves and discretionary reserve funds	\$ 643,404	\$ 675,598
Operating surplus		
Flamborough recreation sub-committees	\$ 266	\$ 280
Business improvement areas	1,235	1,354
Housing operations	68,440	72,769
Confederation Park operations	448	143
Total operating surplus	\$ 70,389	\$ 74,546
Capital surplus		
Municipal operations	\$ 180,783	\$ 82,795
Housing operations	124,201	98,055
Total capital surplus	\$ 304,984	\$ 180,850
Unfunded liabilities		
Employee benefit obligations	\$ (387,179)	\$ (372,130)
Solid Waste landfill liabilities	(83,511)	(78,272)
Environmental liability	(4,865)	(7,308)
Total unfunded liabilities	\$ (475,555)	\$ (457,710)
Investment in Government Business Enterprises (Note 5)	\$ 315,217	\$ 321,183
Investment in tangible capital assets	\$ 6,018,265	\$ 5,894,721
Accumulated surplus	\$ 6,876,704	\$ 6,689,188

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

14. Hamilton Future Fund

The Hamilton Future Fund was established by the Council of the City of Hamilton in 2002 from the proceeds from Hamilton Utilities Corporation of the net assets owed to the City upon restructuring of the electrical industry. The Hamilton Future Fund is used to create and protect a permanent legacy for current and future generations of Hamiltonians to enjoy economic prosperity and improved quality of life.

The continuity of the Hamilton Future Fund is as follows:

	<u>2022</u>	<u>2021</u>
Balance at the beginning of the year	\$ <u>63,848</u>	\$ <u>58,466</u>
Current operations		
Investment income	1,298	1,215
Repayment of Waste Management Projects	182	7,923
Other	-	(208)
	<u>1,480</u>	<u>8,930</u>
Tangible capital assets		
Waste Management Projects	-	452
Other	-	(4,000)
	<u>-</u>	<u>(3,548)</u>
Balance at the end of the year	<u>\$ 65,328</u>	<u>\$ 63,848</u>

15. Taxation

	Budget <u>2022</u>	Actual <u>2022</u>	Actual <u>2021</u>
Taxation from real property	\$ 1,202,812	\$ 1,210,926	\$ 1,164,870
Taxation from other governments payments in lieu of taxes	<u>17,508</u>	<u>17,919</u>	<u>17,508</u>
	1,220,320	1,228,845	1,182,378
Less: Taxation collected on behalf of school boards	<u>(195,845)</u>	<u>(200,450)</u>	<u>(196,406)</u>
Net taxes available for municipal purposes	<u>\$ 1,024,475</u>	<u>\$ 1,028,395</u>	<u>\$ 985,972</u>

The City is required to levy and collect taxes on behalf of the school boards. The taxes levied over (under) the amounts requisitioned are recorded as accounts payable (receivable).

City of Hamilton Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

16. Government transfers

	<u>2022</u>	<u>2021</u>
Government transfers received:		
Policing	\$ 6,034	\$ 5,825
Court security	4,911	5,188
Transit	8,105	8,468
Waste diversion	7,032	6,570
Public Health	56,317	65,201
Ambulance services	37,671	34,755
Social assistance	150,461	158,409
Long term care homes	34,275	31,724
Child care	96,201	79,276
Housing	27,716	41,134
Federal and provincial gas tax	47,219	34,670
Other	11,333	25,898
Infrastructure	24,417	39,146
	<u>\$ 511,692</u>	<u>\$ 536,264</u>
Government transfers paid:		
Social assistance	\$ 123,564	\$ 99,917
Social housing	57,075	58,026
Grants	20,418	39,902
	<u>\$ 201,057</u>	<u>\$ 197,845</u>

17. Contractual obligations

- (a) The City has outstanding contractual obligations of approximately \$578,518,000 at December 31, 2022 for capital works (2021 - \$431,428,000). City Council has authorized the financing of these obligations.
- (b) The City has agreements with the Ontario Realty Corporation, an agency of the Provincial Government of Ontario, for various capital projects. The outstanding future obligations at December 31, 2022 amounting to \$2,210,000 (2021 - \$2,496,000) are not reflected in the Consolidated Financial Statements. Payments made to the Ontario Realty Corporation amounting to \$287,000 in 2022 (2021 - \$174,000) are reported in the Consolidated Statement of Operations.
- (c) The City is legislated under the Development Charges Act to fund Government of Ontario ("GO") Transit's Growth and Capital Expansion Plan. The obligation at December 31, 2022 of \$3,460,000 (2021 - \$3,460,000) is reported in the Consolidated Statement of Financial Position. Payments are collected through development charges and remitted to Metrolinx, an agency of the Government of the Province of Ontario. Payments made to Metrolinx in the amount of \$453,000 in 2022 (2021 - \$522,000) are reported in the Consolidated Statement of Operations.
- (d) The City has a contract with Waste Connections (formerly known as Progressive Waste Services) for the transfer, hauling and disposal of the City's solid waste, including the operations of the City's Transfer Stations and Community Recycling Centre. The term of the agreement is ten years for the period of March 1, 2020 to February 28, 2030. The contract fees amounting to \$5,251,000 for 2022 (2021 - \$5,767,000) are reported in the Consolidated Statement of Operations.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

17. Contractual obligations (continued)

- (e) The City has a contract with GFL Environmental Inc. for the provision of curbside/roadside collection of organics, garbage, leaf and yard, bulk waste for one-half of the City, including curbside/roadside recycling, automated recycling and bin waste collection for the entire City. The agreement ended on March 28, 2020 and the City exercised a one-year option. The new contract came into effect on March 29, 2021 and will end on April 2, 2028 (with a one-year extension option). Contract fees amounting to \$25,584,000 for 2022 (2021 - \$23,061,000) are reported in the Consolidated Statement of Operations.
- (f) The City has lease agreements with Disabled and Aged Regional Transit System (D.A.R.T.S.) for the delivery of specialized transportation services. The agreement is on a month-to-month basis until a new contract is signed or until cancelled on 120 calendar days' notice by either party. The annual contract fees amounting to \$17,571,000 for 2022 (2021 - \$12,999,000) are reported in the Consolidated Statement of Operations.
- (g) The City has executed lease agreements for administrative office space, parking lots and other land leases requiring annual payments in future years as they become due and payable in the amount of \$54,632,000 (2021 - \$61,493,000). The minimum lease payments for these leases over the next five years and thereafter are:

		<u>2022</u>
2023	\$	6,827
2024		6,340
2025		4,997
2026		4,690
2027		4,751
2028 and thereafter		27,027
Total	\$	<u>54,632</u>

- (h) The City has a Credit Facility Agreement dated March 14, 2012 with a Canadian chartered bank to borrow up to \$117,740,000, consisting of \$65,000,000 in a revolving demand facility, and two non-revolving term facilities in the amounts of \$38,000,000 and \$14,740,000.

On May 8, 2012, the City took a drawdown of \$38,000,000 and \$14,740,000 from the two non-revolving term facilities, by undertaking two term loans. No other amounts have been drawn from the Credit Facility Agreement and therefore, as at December 31, 2022, the City has \$65,000,000 in a revolving demand facility.

The first term loan of \$14,740,000 was paid in full on May 8, 2017. The second term loan has an original principal of \$38,000,000, a term of 15 years, and an annual principal repayment of \$2,533,000 in each of the years from 2013 to 2026, inclusive, with a final principal repayment of \$2,538,000 in 2027. As at December 31, 2022, the remaining principal balance for the second term loan is \$12,670,000 (2021 - \$15,203,000). The interest cost for the City is based on the 30-day Banker's Acceptance rate. These loans are included in Long term liabilities – "Municipal Operations on the Statement of Financial Position."

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

18. Contractual Rights

Contractual rights are rights to economic resources arising from contracts or agreements that will result in revenues and assets in the future. The City has entered into an agreement with the Ontario Lottery and Gaming Corporation (OLG) whereby quarterly contributions are received based on a percentage of gaming revenues.

19. Public liability insurance

The City has undertaken a portion of the risk for public liability, as a means of achieving cost effective risk management. As a result, the City is self-insured for public liability claims up to \$250,000 for any individual claim or for any number of claims arising out of a single occurrence. Outside insurance coverage is in place for claims in excess of \$250,000 to a maximum of \$50,000,000 per claim or occurrence.

The City has reported liabilities for insurance claims on the Consolidated Statement of Financial Position in the amount of \$21,129,000 (2021 - \$20,117,000). Claim expenses for the year in the amount of \$11,837,000 (2021 - \$9,780,000) are reported as expenses in the Consolidated Statement of Operations.

20. Contingent liabilities

The City has outstanding contractual obligations with its unionized employee groups as of December 31, 2022. Furthermore, in the normal course of operations, the City is subject to various litigation claims. Where the occurrence of a future event is considered likely to result in a loss with respect to an existing condition and the potential liability is reasonably estimated, amounts have been included in accrued liabilities on the consolidated statement of financial position. When the outcome of the claims cannot be determined at this time, any additional losses related to claims will be recorded in the period during which the liability is determinable. Amounts recorded in the consolidated statement of financial position have not been disclosed in the notes to consolidated financial statements as disclosure may adversely impact the outcome. Management's estimate is based on an analysis of specific claims and historical experience with similar claims.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

21. Tangible Capital Assets

Details of the tangible capital assets are included in the Schedule of Tangible Capital Assets (pages 2-38 and 2-39). The City has tangible capital assets valued at cost in the amount of \$10,493,084,000 (2021 - \$10,220,429,000) and a net book value of \$6,549,950,000 (2021 - \$6,448,616,000). The net book value of the tangible capital assets valued as at December 31, 2022 is as follows:

	<u>2022</u>	<u>2021</u>
General		
Land	\$ 448,607	\$ 442,267
Land improvements	225,955	202,950
Buildings	830,433	821,383
Vehicles	152,225	140,537
Computer hardware and software	15,689	17,694
Other	101,889	104,261
Infrastructure		
Roads	1,312,271	1,307,472
Bridges and structures	178,749	177,730
Water and wastewater facilities	493,680	448,041
Underground and other networks	<u>2,092,702</u>	<u>2,066,026</u>
Net Book Value	5,852,200	5,728,361
Assets under construction	<u>697,750</u>	<u>720,255</u>
Balance at the end of the year	<u>\$ 6,549,950</u>	<u>\$ 6,448,616</u>

Included are leased tangible capital assets with a net book value of \$4,058,000 (2021 - \$4,198,000). In addition, the City has works of arts and historical treasures including sculptures, fine art, murals, cemetery crosses, cenotaphs, cannons and artillery that are preserved by the City but are not recorded as tangible capital assets.

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

22. Reporting by Business Segment

The Consolidated Financial Statements provide a summary of the revenues and expenses for all of the services provided to the residents and businesses in the City of Hamilton as defined in the reporting entity (Note 1).

Certain allocation methodologies are employed in the preparation of segmented financial information. Services are funded primarily by taxation and user fees. Taxation revenue is allocated to the general government segment. Certain government grants, user charges and other revenues have been allocated based upon the same allocation as the related expenses. User fees are allocated based upon the segment that generated the fee.

Revenues and expenses are reported by the following functions and services:

- General government: Office of the Mayor and council, corporate administration including fleet and facilities
- Protection services: police, fire, conservation authorities
- Transportation services: roads, winter maintenance, traffic, parking, transit
- Environmental services: water, wastewater, storm water, waste management collection, diversion & disposal
- Health services: public health, cemeteries and emergency medical services/ambulance
- Social and family services: general assistance, hostels, homes for the aged, services to aged persons, child care services
- Social housing: public housing, non-profit housing, rent supplement programs
- Recreation and cultural services: parks, recreation programs, recreation facilities, golf courses, marinas, museums, libraries, and tourism.
- Planning and development: planning, zoning, commercial and industrial development and residential development

Financial information about the City's business segments is included in the Schedule of Operations for Business Segments (pages 2-40 and 2-41).

23. Liability for Contaminated Sites

The City of Hamilton estimates liabilities of \$32,127,000 as at December 31, 2022 for remediation of various lands using a risk-based approach (2021 - \$33,288,000) included in accounts payable and accrued liabilities on the consolidated statement of financial position. Total future undiscounted expenditures are estimated at \$38,514,000. The liabilities result from past industrial uses. Future expenditures are based on agreements with third parties, where available, as well as estimates. Future expenditures have been discounted using a 3.69% discount rate. The amount of estimated recoveries is nil (2021 – nil).

24. Budget figures

The 2022 operating budget and capital financing for the housing corporation was approved by the CityHousing Hamilton Board at a meeting on December 13, 2021. The 2022 operating budget and capital financing for municipal operations was approved by City Council at a meeting on March 30, 2022.

The budget figures conform to the accounting standards adopted in CPA Canada Public Sector Accounting Handbook section *PS1200 Financial Statement Presentation*. As such, the budget figures presented in the consolidated financial statements differ from the presentation approved by City Council. A summary reconciliation follows:

City of Hamilton
Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

24. Budget figures (continued)

	<u>2022</u>
Revenue	
Council Approved Gross Revenue Operating Budget - Municipal	\$ 1,963,135
Council Approved Gross Revenue - Public Health & HSD fully funded programs	40,643
Council Approved Gross Revenue Capital Budget - Municipal	590,520
	<u>2,594,298</u>
Board Approved Gross Revenue Operating Budget - Housing Corporation	61,108
Board Approved Gross Revenue Capital Budget - Housing Corporation	9,185
	<u>70,293</u>
Adjustments to Revenues	
Less: Transfers from reserves and reserve funds Operating Budget Municipal Operations	(105,601)
Less: Transfers from reserves and reserve funds Capital Budget Municipal Operations	(227,406)
Less: Transfers from capital fund to current fund - Municipal Operations	(223,532)
Less: Transfers from capital fund to current fund - Housing Corporation	(9,185)
Less: Long term debt financing Capital Budget	(69,359)
Add: Donated tangible capital assets	18,990
Add: Reserve & reserve funds	32,723
Add: Confederation Park Consolidation	3,306
Less: Elimination for consolidation of Housing Corporation	(18,327)
Less: Elimination for consolidation of Government Business Enterprise	(13,543)
	<u>(611,934)</u>
Consolidated	\$ 2,052,657
Expenses	
Council Approved Gross Expenditure Operating Budget - Municipal	\$ 1,963,135
Council Approved Gross Expenditure - Public Health & HSD fully funded programs	40,643
Council Approved Gross Expenditure Capital Budget - Municipal	590,520
	<u>2,594,298</u>
Board Approved Gross Expenditure Operating Budget - Housing Corporation	61,108
Board Approved Gross Expenditure Capital Budget - Housing Corporation	9,185
	<u>70,293</u>
Adjustments to Expenditures	
Less: Debt principal repayment - Municipal Operations	(45,535)
Less: Debt principal repayment - Housing Corporation	(6,060)
Less: Transfers to reserves and reserve funds - Municipal Operations	(100,958)
Less: Transfers to capital from current funds - Municipal Operations	(223,532)
Less: Tangible capital assets - Municipal Operations	(490,762)
Less: Tangible capital assets - Housing Corporation	(9,185)
Add: Change in employee future benefits and other obligations	15,048
Add: Change in solid waste landfill liability	5,239
Less: Change in Contaminated Sites and Environmental Liability	(1,161)
Add: Amortization expense for tangible capital assets	227,953
Add: Confederation Park Consolidation	2,956
Less: Elimination for consolidation of Housing Corporation	(27,878)
Add: Loss on disposition of tangible capital assets	9,922
	<u>(643,953)</u>
Consolidated	\$ 2,020,638

City of Hamilton

Notes to Consolidated Financial Statements

For the year ended December 31, 2022 (all numbers in columns are in thousands of dollars)

25. COVID-19

The City of Hamilton ended the COVID-19 emergency declaration in May 2022 after two-years. However, response and recovery efforts continued throughout 2022 as the municipality transitions to new service delivery models, addresses increased demand for services as a result of the pandemic and continued response efforts in combatting the spread of COVID-19 and other respiratory illnesses still present in the community at large.

In 2022, the City of Hamilton has reported approximately \$72,400,000 in financial pressures as a result of COVID-19 pandemic response and recovery efforts bringing the three-year total, from 2020 to 2022, to \$226,200,000. Of the \$226,200,000 COVID-19 response, a total of \$208,900,000 was funded through federal and provincial programs and the remaining \$17,300,000 was absorbed by the City of Hamilton. Pandemic response and recovery efforts continued to significantly impact the following services in 2022:

- Public Health Services
- Housing Services
- Long-Term Care
- Paramedic Services
- Provincial Offences Act and Red-Light Camera Revenues
- Parking Services
- Licensing and By-Law Services
- Transit
- Police Services
- Fire Services

City of Hamilton Notes to Consolidated Financial Statements

As at December 31, 2022 (all numbers in columns are in thousands of dollars)

2022 Schedule of Tangible Capital Assets

	General						Infrastructure				Assets Under Construction	TOTAL
	Land	Land Improvements	Buildings	Vehicles	Computer	Other	Roads	Bridges & Other Structures	W/WW Facilities	W/WW/SW Linear Network		
Cost												
Balance, Jan 1, 2022	\$ 442,267	\$ 417,033	\$ 1,545,215	\$ 347,767	\$ 34,488	\$ 179,145	\$ 2,612,527	\$ 252,465	\$ 901,360	\$ 2,767,907	\$ 720,255	\$ 10,220,429
Additions, betterments & transfers in 2022	12,347	39,313	52,494	36,060	5,504	13,744	53,975	4,560	69,205	55,085	(22,068)	320,219
Disposals & writedowns in 2022	(6,207)	(633)	(10,660)	(13,721)	(4,767)	(14,996)	(7,325)	(352)	(2,421)	(5,035)	(437)	(66,554)
Donations & contributions in 2022	200	-	-	-	-	86	7,878	-	-	10,826	-	18,990
Balance, Dec 31, 2022	\$ 448,607	\$ 455,713	\$ 1,587,049	\$ 370,106	\$ 35,225	\$ 177,979	\$ 2,667,055	\$ 256,673	\$ 968,144	\$ 2,828,783	\$ 697,750	\$ 10,493,084
Accumulated amortization												
Balance, Jan 1, 2022	\$ -	\$ 214,083	\$ 723,832	\$ 207,230	\$ 16,794	\$ 74,884	\$ 1,305,055	\$ 74,735	\$ 453,319	\$ 701,881	\$ -	\$ 3,771,813
Amortization in 2022	-	16,268	41,741	24,180	7,509	16,202	56,660	3,413	22,965	39,015	-	227,953
Disposals in 2022	-	(593)	(8,957)	(13,529)	(4,767)	(14,996)	(6,931)	(224)	(1,820)	(4,815)	-	(56,632)
Balance, Dec 31, 2022	\$ -	\$ 229,758	\$ 756,616	\$ 217,881	\$ 19,536	\$ 76,090	\$ 1,354,784	\$ 77,924	\$ 474,464	\$ 736,081	\$ -	\$ 3,943,134
Net book value Dec 31, 2022	\$ 448,607	\$ 225,955	\$ 830,433	\$ 152,225	\$ 15,689	\$ 101,889	\$ 1,312,271	\$ 178,749	\$ 493,680	\$ 2,092,702	\$ 697,750	\$ 6,549,950
Assets under construction	\$ -	\$ 29,931	\$ 169,596	\$ 1,238	\$ 4,709	\$ 262	\$ 25,466	\$ 10,851	\$ 410,954	\$ 44,743	\$ (697,750)	
Total	\$ 448,607	\$ 255,886	\$ 1,000,029	\$ 153,463	\$ 20,398	\$ 102,151	\$ 1,337,737	\$ 189,600	\$ 904,634	\$ 2,137,445	\$ -	\$ 6,549,950

City of Hamilton
Notes to Consolidated Financial Statements

As at December 31, 2022 (all numbers in columns are in thousands of dollars)

2021 Schedule of Tangible Capital Assets

	General						Infrastructure					Assets Under Construction	TOTAL
	Land	Land Improvements	Buildings	Vehicles	Computer	Other	Roads	Bridges & Other Structures	W/WW Facilities	W/WW/SW Linear Network			
Cost													
Balance, Jan 1, 2021	\$ 403,879	\$ 381,381	\$ 1,514,736	\$ 343,559	\$ 35,021	\$ 160,797	\$ 2,568,703	\$ 252,459	\$ 849,535	\$ 2,691,922	\$ 604,146	\$ 9,806,138	
Additions, betterments & transfers in 2021	38,451	36,997	40,484	25,402	6,152	27,322	37,530	6	52,065	66,230	116,675	447,314	
Disposals & writedowns in 2021	(4,037)	(1,345)	(10,005)	(21,194)	(6,685)	(8,974)	(2,258)	-	(240)	(6,531)	(566)	(61,835)	
Donations & contributions in 2021	3,974	-	-	-	-	-	8,552	-	-	16,286	-	28,812	
Balance, Dec 31, 2021	\$ 442,267	\$ 417,033	\$ 1,545,215	\$ 347,767	\$ 34,488	\$ 179,145	\$ 2,612,527	\$ 252,465	\$ 901,360	\$ 2,767,907	\$ 720,255	\$ 10,220,429	
Accumulated amortization													
Balance, Jan 1, 2021	\$ -	\$ 199,875	\$ 685,446	\$ 204,622	\$ 16,323	\$ 68,735	\$ 1,253,466	\$ 71,361	\$ 433,065	\$ 670,281	\$ -	\$ 3,603,174	
Amortization in 2021	-	14,743	40,204	23,585	7,156	15,123	53,604	3,374	20,494	37,979	-	216,262	
Disposals in 2021	-	(535)	(1,818)	(20,977)	(6,685)	(8,974)	(2,015)	-	(240)	(6,379)	-	(47,623)	
Balance, Dec 31, 2021	\$ -	\$ 214,083	\$ 723,832	\$ 207,230	\$ 16,794	\$ 74,884	\$ 1,305,055	\$ 74,735	\$ 453,319	\$ 701,881	\$ -	\$ 3,771,813	
Net book value Dec 31, 2021	\$ 442,267	\$ 202,950	\$ 821,383	\$ 140,537	\$ 17,694	\$ 104,261	\$ 1,307,472	\$ 177,730	\$ 448,041	\$ 2,066,026	\$ 720,255	\$ 6,448,616	
Assets under construction	\$ -	\$ 43,776	\$ 153,820	\$ 844	\$ 4,643	\$ -	\$ 35,744	\$ 9,699	\$ 430,873	\$ 40,856	\$ (720,255)		
Total	\$ 442,267	\$ 246,726	\$ 975,203	\$ 141,381	\$ 22,337	\$ 104,261	\$ 1,343,216	\$ 187,429	\$ 878,914	\$ 2,106,882	\$ -	\$ 6,448,616	

City of Hamilton Notes to Consolidated Financial Statements

As at December 31, 2022 (all numbers in columns are in thousands of dollars)

2022 Schedule of Operations for Business Segments

	General government	Protection services	Transportation services	Environmental services	Health services	Social and family services	Social housing	Recreation and cultural services	Planning and development	TOTAL 2022
Revenue										
Taxation	\$ 1,028,395	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,028,395
Government grants and contributions	4,786	14,708	49,121	16,736	94,112	281,329	37,291	7,189	6,420	511,692
User charges	4,528	6,844	51,870	269,313	4,644	15,688	681	24,265	11,806	389,639
Developer contributions earned	337	1,098	14,375	8,650	307	2	-	3,595	3,651	32,015
Donated tangible capital assets	-	-	7,963	10,827	-	-	-	200	-	18,990
Investment and dividend income	20,039	1,613	6,671	11,468	56	302	769	3,057	760	44,735
Net income from Government Business Enterprises	6,057	-	-	-	-	-	-	-	-	6,057
Other	15,555	32,150	19,161	26,218	166	41	54,001	7,917	13,793	169,002
Total	\$ 1,079,697	\$ 56,413	\$ 149,161	\$ 343,212	\$ 99,285	\$ 297,362	\$ 92,742	\$ 46,223	\$ 36,430	\$ 2,200,525
Expenses										
Salaries, wages and employee benefits	\$ 81,827	\$ 303,335	\$ 125,135	\$ 52,925	\$ 118,238	\$ 90,872	\$ 17,517	\$ 77,342	\$ 34,897	\$ 902,088
Interest on long term liabilities	1,219	350	2,088	3,882	371	45	937	1,063	50	10,005
Materials	73,984	22,197	53,356	54,496	9,946	9,247	20,431	34,940	8,378	286,975
Contracted services	7,351	6,225	59,526	91,642	6,785	97,571	45,907	17,691	18,879	351,577
Rents and financial expenses	2,562	2,490	9,967	10,795	2,810	2,508	1,700	6,207	3,785	42,824
External transfers	66	8,058	2	1,091	210	146,611	33,460	5,634	867	195,999
Amortization of tangible capital assets	10,081	11,016	84,798	71,921	3,626	2,663	8,268	32,334	3,246	227,953
Interfunctional transfers	(92,828)	11,590	29,708	13,869	9,302	8,317	1,144	13,829	5,069	-
Total	\$ 84,262	\$ 365,261	\$ 364,580	\$ 300,621	\$ 151,288	\$ 357,834	\$ 129,364	\$ 189,040	\$ 75,171	\$ 2,017,421
Annual surplus (deficit)	\$ 995,435	\$ (308,848)	\$ (215,419)	\$ 42,591	\$ (52,003)	\$ (60,472)	\$ (36,622)	\$ (142,817)	\$ (38,741)	\$ 183,104

City of Hamilton Notes to Consolidated Financial Statements

As at December 31, 2022 (all numbers in columns are in thousands of dollars)

2021 Schedule of Operations for Business Segments

	General government	Protection services	Transportation services	Environmental services	Health services	Social and family services	Social housing	Recreation and cultural services	Planning and development	TOTAL 2021
Revenue										
Taxation	\$ 985,972	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 985,972
Government grants and contributions	7,575	18,288	45,422	34,294	100,305	269,919	50,016	8,901	1,544	536,264
User charges	4,696	5,983	39,973	249,492	4,334	14,777	1,062	10,915	12,854	344,086
Developer contributions earned	291	1,268	24,830	32,352	263	21	-	510	9,006	68,541
Donated tangible capital assets	-	-	8,552	16,286	-	-	-	3,974	-	28,812
Investment and dividend income	18,000	1,163	4,565	9,902	32	235	627	2,055	1,060	37,639
Net income from Government Business Enterprises	13,097	-	-	-	-	-	-	-	-	13,097
Other	23,814	30,523	12,845	909	108	198	44,577	8,153	10,547	131,674
Total	\$ 1,053,445	\$ 57,225	\$ 136,187	\$ 343,235	\$ 105,042	\$ 285,150	\$ 96,282	\$ 34,508	\$ 35,011	\$ 2,146,085
Expenses										
Salaries, wages and employee benefits	\$ 80,670	\$ 295,927	\$ 116,145	\$ 49,067	\$ 121,598	\$ 86,063	\$ 16,498	\$ 65,384	\$ 31,017	\$ 862,369
Interest on long term liabilities	220	1,548	2,570	4,337	391	140	1,048	1,169	63	11,486
Materials	78,467	23,106	39,961	40,533	9,142	10,166	15,529	24,696	4,347	245,947
Contracted services	12,130	4,744	64,512	101,794	5,557	108,644	46,062	16,767	14,985	375,195
Rents and financial expenses	3,688	2,158	6,836	5,872	3,389	2,134	1,356	6,733	3,802	35,968
External transfers	27	7,832	7	1,108	1,176	124,389	35,508	5,260	708	176,015
Amortization of tangible capital assets	10,150	10,235	80,834	67,834	3,384	2,512	7,891	30,364	3,057	216,261
Interfunctional transfers	(90,075)	11,967	27,753	13,011	8,759	8,445	938	13,865	5,337	-
Total	\$ 95,277	\$ 357,517	\$ 338,618	\$ 283,556	\$ 153,396	\$ 342,493	\$ 124,830	\$ 164,238	\$ 63,316	\$ 1,923,241
Annual surplus (deficit)	\$ 958,168	\$ (300,292)	\$ (202,431)	\$ 59,679	\$ (48,354)	\$ (57,343)	\$ (28,548)	\$ (129,730)	\$ (28,305)	\$ 222,844

Section 3

City of Hamilton Consolidated Financial Statements for the Trust Funds Cemetery and General Trusts December 31, 2022

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Independent Auditor's Report

<<NOTE: The Independent Auditor's Report will be inserted after the Financial Report is approved by the Audit, Finance and Administration Committee. >>

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City of Hamilton

Trust Funds – Consolidated

As at December 31, 2022 with comparative information for 2021

Statement of Financial Position

As at December 31, 2022

	<u>2022</u>	<u>2021</u> (Note 2)
Financial assets		
Cash	\$ 1,208,693	\$ 1,290,657
Investments (Note 3)	22,110,753	20,469,229
Accrued interest receivable	228,278	-
Due from City of Hamilton - Cemetery (Note 4)	1,197,960	1,211,167
Due from City of Hamilton - Other Trust Funds (Note 4)	<u>37,971</u>	<u>36,600</u>
Total financial assets	<u>\$ 24,783,655</u>	<u>\$ 23,007,653</u>
Liabilities		
Deposits (Note 5)	\$ 363,223	\$ 339,647
Deferred revenue - pre-need (Notes 2 and 6)	<u>2,938,998</u>	<u>2,747,033</u>
Total liabilities	<u>\$ 3,302,221</u>	<u>\$ 3,086,680</u>
Accumulated surplus and net financial assets (Note 7)	<u>\$ 21,481,434</u>	<u>\$ 19,920,973</u>

Statement of Operations

Year ended December 31, 2022

	<u>2022</u>	<u>2021</u> (Note 2)
Revenues		
Cemetery lots and interments (Note 2)	\$ 879,163	\$ 907,940
Investment income	<u>879,954</u>	<u>424,652</u>
Total revenue	<u>\$ 1,759,117</u>	<u>\$ 1,332,592</u>
Expenses		
Transfer to other trust funds	\$ 186,381	\$ 186,119
Other	<u>12,275</u>	<u>12,177</u>
Total expenses	<u>\$ 198,656</u>	<u>\$ 198,296</u>
Annual surplus	<u>\$ 1,560,461</u>	<u>\$ 1,134,296</u>
Accumulated surplus, beginning of the year	<u>19,920,973</u>	<u>18,786,677</u>
Accumulated surplus, end of the year	<u>\$ 21,481,434</u>	<u>\$ 19,920,973</u>

See accompanying notes to the financial statements

City of Hamilton

Trust Funds

Notes to The Financial Statements

Year ended December 31, 2022

1. Significant accounting policies

The consolidated financial statements of the City of Hamilton Trust Funds (the "Trust Funds"), including the financial statements of the Cemetery and financial statements of the Other Trusts, are the representation of management prepared in accordance Canadian public sector accounting standards. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations.

(a) Basis of consolidation

These consolidated statements reflect the revenues, expenditures, assets and liabilities of the following trust funds:

Fieldcote Farmer (Ancaster)
Dundas Knowles Bequest
Hamilton F. Waldon Dundurn Castle
Dundas Ellen Grafton
Ancaster Fieldcote Livingstone-Clarke
Ancaster Fieldcote Shaver
Hamilton Balfour Estate Chedoke
Cemetery Trust Funds
Municipal Election Surplus

(b) Basis of accounting

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they are earned and measurable; expenditures are recognized as they are incurred and measurable.
- (iii) Revenues on the cemetery lots are recognized upon transfer of title of the deed.

2. Change in accounting policy

In 2022, the Trust Funds – Cemetery opted to change its policy for revenue recognition to align the Trust Funds – Cemetery's accounting practices with the City's treatment for collected pre-need contract funds. Revenues are to be recognized in the same period a contract becomes at-need, and until then, the collected funds are to be held as deferred revenue.

Under the previous method of accounting, the collected funds were recognized as revenue when received within the Trust.

City of Hamilton

Trust Funds

Notes to The Financial Statements

Year ended December 31, 2022

2. Change in accounting policy (continued)

The impact of this change in accounting policy has been applied retrospectively, and as a result, comparative financial statements have been restated to reflect this change. As a result of this change, the Trust Funds – Cemetery reflected the following adjustments to the previously recorded balances:

- Trust Funds – Cemetery statements as at and for the year ended December 31, 2021
 - The statement of financial position was adjusted with changes to recognize deferred revenue of \$2,747,033.
 - The statement of operations was adjusted to decrease cemetery lots and interments by \$160,032 from \$1,067,972 to \$907,940, decrease annual surplus by \$160,032 from \$1,287,467 to \$1,127,435, decrease the accumulated surplus as at January 1, 2021 by \$2,587,001 from \$20,722,605 to \$18,135,604, and decrease the accumulated surplus as at December 31, 2021 by \$2,747,033 from \$22,010,072 to \$19,263,039.
- Consolidated statements as at and for the year ended December 31, 2021
 - The consolidated statement of financial position was adjusted with changes to recognize deferred revenue of \$2,747,033.
 - The consolidated statement of operations was adjusted to decrease cemetery lots and interments by \$160,032 from \$1,067,972 to \$907,940, decrease annual surplus by \$160,032 from \$1,294,328 to \$1,134,296, decrease the accumulated surplus as at January 1, 2021 by \$2,587,001 from \$21,373,678 to \$18,786,677, and decrease the accumulated surplus as at December 31, 2021 by \$2,747,033 from \$22,668,006 to \$19,920,973.

3. Investments

Investments are valued at cost less any amounts written off to reflect an other than temporary decline in value. The investments have a market value of \$20,987,856 (2021 - \$21,820,723) at the end of the year.

4. Due from City of Hamilton

The amount due from the City of Hamilton is bearing interest at variable rates with no fixed repayment terms.

5. Deposits

Deposits are comprised of cash receipts related to prepayment plan arrangements associated with funeral and other final expenses.

City of Hamilton Trust Funds Notes to The Financial Statements

Year ended December 31, 2022

6. Deferred revenue – pre-need

Deferred revenue represents pre-need contract funds collected which are not yet at-need. These amounts will be recognized as revenue in the fiscal year when the interment service is performed as the contract becomes at-need.

	<u>2022</u>	<u>2021</u> (Note 2)
Balance, beginning of year	\$ 2,747,033	\$ 2,587,001
Contributions during the year	363,818	328,233
Services performed during the year recognized as revenue	<u>(171,853)</u>	<u>(168,201)</u>
Balance, end of year	<u>\$ 2,938,998</u>	<u>\$ 2,747,033</u>

7. Accumulated surplus

	<u>2022</u>	<u>2021</u> (Note 2)
The accumulated surplus consists of:		
Cemeteries	<u>\$ 20,811,072</u>	<u>\$ 19,263,039</u>
Other		
Fieldcote Farmer (Ancaster)	345,351	338,111
Knowles Bequest (Dundas)	253,246	249,443
F. Walden Dundurn Castle (Hamilton)	7,022	6,859
Ellen Grafton (Dundas)	8,319	8,161
Fieldcote Livingstone-Clarke (Ancaster)	5,155	5,155
Fieldcote Shaver (Ancaster)	5,155	5,155
Municipal Election (Hamilton)	38,395	37,506
Balfour Estate Chedoke (Hamilton)	<u>7,719</u>	<u>7,544</u>
	<u>\$ 670,362</u>	<u>\$ 657,934</u>
	<u>\$ 21,481,434</u>	<u>\$ 19,920,973</u>

See accompanying notes to the financial statements

City of Hamilton
Trust Funds – Cemetery

As of December 31, 2022, with comparative information for 2021

Statement of Financial Position

As at December 31, 2022

	<u>2022</u>	<u>2021</u> (Note 2)
Financial assets		
Cash	\$ 777,527	\$ 870,569
Investments	21,909,528	20,267,983
Accrued interest receivable	228,278	-
Due from City of Hamilton	<u>1,197,960</u>	<u>1,211,167</u>
Total financial assets	<u>\$ 24,113,293</u>	<u>\$ 22,349,719</u>
Liabilities		
Deposits	\$ 363,223	\$ 339,647
Deferred revenue - pre-need	<u>2,938,998</u>	<u>2,747,033</u>
Total liabilities	<u>\$ 3,302,221</u>	<u>\$ 3,086,680</u>
Accumulated surplus and net financial assets	<u>\$ 20,811,072</u>	<u>\$ 19,263,039</u>

Statement of Operations

Year ended December 31, 2022

	<u>2022</u>	<u>2021</u> (Note 2)
Revenues		
Cemetery lots and interments	\$ 879,163	\$ 907,940
Investment income	<u>865,414</u>	<u>415,676</u>
Total revenue	<u>\$ 1,744,577</u>	<u>\$ 1,323,616</u>
Expenses		
Transfer to other trust funds	\$ 186,381	\$ 186,119
Other	<u>10,163</u>	<u>10,062</u>
Total expenses	<u>\$ 196,544</u>	<u>\$ 196,181</u>
Annual surplus	<u>\$ 1,548,033</u>	<u>\$ 1,127,435</u>
Accumulated surplus at the beginning of the year	<u>19,263,039</u>	<u>18,135,604</u>
Accumulated surplus at the end of the year	<u>\$ 20,811,072</u>	<u>\$ 19,263,039</u>

See accompanying notes to the financial statements

**City of Hamilton
Trust Funds – Other**

As at December 31, 2022 with comparative information for 2021

Statement of Financial Position

As at December 31, 2022

	<u>2022</u>	<u>2021</u>
Financial assets		
Cash	\$ 431,166	\$ 420,088
Investments	201,225	201,246
Due from City of Hamilton	<u>37,971</u>	<u>36,600</u>
Total financial assets	<u>\$ 670,362</u>	<u>\$ 657,934</u>
Accumulated surplus	<u>\$ 670,362</u>	<u>\$ 657,934</u>

Statement of Operations

Year ended December 31, 2022

	<u>2022</u>	<u>2021</u>
Revenues		
Investment income	\$ 14,540	\$ 8,976
Expenses		
Other	<u>2,112</u>	<u>2,115</u>
Annual surplus	<u>\$ 12,428</u>	<u>\$ 6,861</u>
Accumulated surplus at the beginning of the year	<u>657,934</u>	<u>651,073</u>
Accumulated surplus at the end of the year	<u>\$ 670,362</u>	<u>\$ 657,934</u>

See accompanying notes to the financial statements

Section 4

City of Hamilton Financial Statements for the Trust Funds – Homes for the Aged December 31, 2022

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Independent Auditor's Report

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City of Hamilton Trust Funds – Homes for the Aged

As at December 31, 2022 with comparative information for 2021

Statement of Financial Position

As at December 31, 2022

	Macassa Lodge Resident Trusts	Wentworth Lodge Resident Trusts	Macassa Lodge Other Trusts	Wentworth Lodge Other Trusts	Total 2022	Total 2021
Financial assets						
Cash	\$ 30,651	\$ 25,877	\$ 42,637	\$ 328,283	\$ 427,448	\$ 407,071
Total financial assets	30,651	25,877	42,637	328,283	427,448	407,071
Liabilities						
Due to (from) City of Hamilton	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accumulated surplus and net financial assets	\$ 30,651	\$ 25,877	\$ 42,637	\$ 328,283	\$ 427,448	\$ 407,071

Statement of Operations

Year ended December 31, 2022

	Macassa Lodge Resident Trusts	Wentworth Lodge Resident Trusts	Macassa Lodge Other Trusts	Wentworth Lodge Other Trusts	Total 2022	Total 2021
Revenue						
Residents' deposits	\$ 120,508	\$ 67,090	\$ 7,861	\$ 12,128	\$ 207,587	\$ 133,130
Interest income	-	-	728	6,274	7,002	583
Donations	-	-	1,571	-	1,571	7,429
	120,508	67,090	10,160	18,402	216,160	141,142
Expenses						
Maintenance payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,655
Residents' charges	102,571	57,702	2,062	17,859	180,194	127,422
Payments to estates	8,322	7,267	-	-	15,589	14,482
Program purchases	-	-	-	-	-	333
	110,893	64,969	2,062	17,859	195,783	146,892
Annual surplus (deficit)	9,615	2,121	8,098	543	20,377	(5,750)
Accumulated surplus at the beginning of the year	21,036	23,756	34,539	327,740	407,071	412,821
Accumulated surplus at the end of the year	\$ 30,651	\$ 25,877	\$ 42,637	\$ 328,283	\$ 427,448	\$ 407,071

See accompanying notes to the financial statements.

City of Hamilton

Trust Funds – Homes for the Aged

Notes to the Financial Statements

Year ended December 31, 2022

1. Purpose of Trust Funds

The various Trust Funds administered by the Corporation of the City of Hamilton are established for the following purposes:

Macassa and Wentworth Lodge Resident Trusts

These Trust Funds are established for residents to receive their funds and to pay for their various charges including monthly maintenance payments.

Macassa and Wentworth Lodge Other Trusts

These Trust Funds are established for the receipts of funds from donations and fund-raising activities. The funds are to be used for the benefit of lodge residents over and above normal capital and operating expenses of the lodges.

2. Significant accounting policies

The financial statements of the Trust Funds of The City of Hamilton are the representation of management prepared in accordance with Canadian public sector accounting standards.

Basis of accounting

The Trust Funds follow the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as result of receipt of goods and services and/or the creation of a legal obligation to pay.



The City of Hamilton

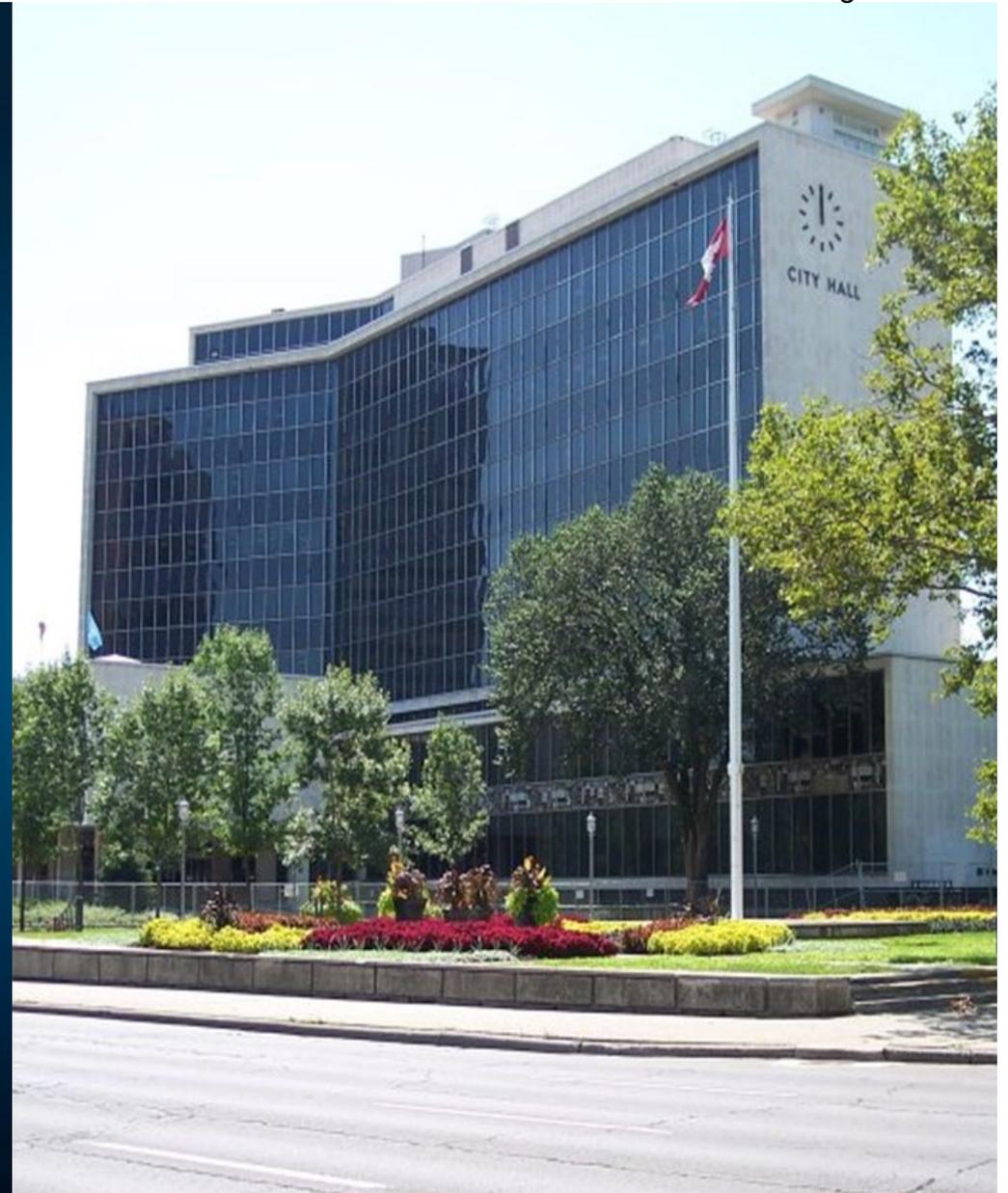
**Audit Findings Report
for the year ended
December 31, 2022**

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Prepared May 23, 2023 for presentation on June 15, 2023.

kpmg.ca/audit



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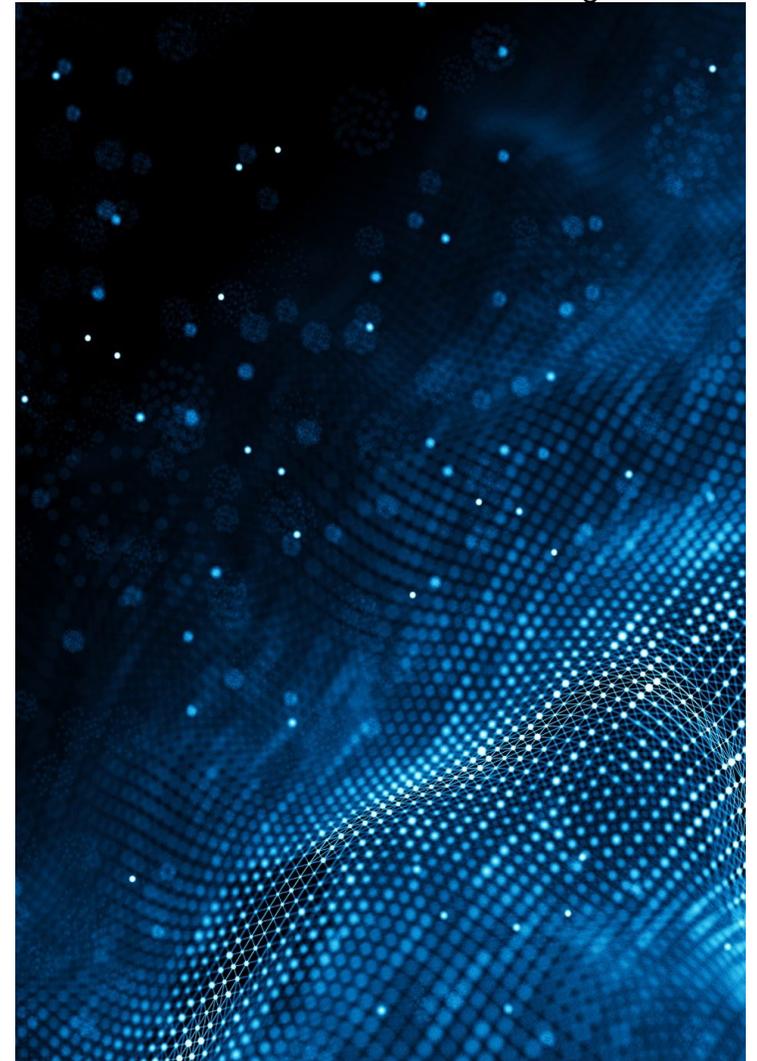


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22	Appendices						

The purpose of this report is to assist you, as a member of Management, or the Audit, Finance and Administration Committee, in your review of the results of our audit of the consolidated financial statements as at and for the period ended December 31, 2022. This report builds on the Audit Plan we presented to the Audit, Finance and Administration Committee. This report is intended solely for the information and use of Management, and the Audit, Finance and Administration Committee and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Digital use information

This Audit Findings Report is also available as a "hyper-linked" PDF document.

If you are reading in electronic form (e.g. In "Adobe Reader" or "Board Books"), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.

Audit highlights

Status of the audit

We have completed the audit of the consolidated financial statements ("financial statements"), with the exception of certain remaining outstanding procedures, which are highlighted on slide 6 of this report.

Significant changes to our audit plan

We have updated the materiality for the consolidated financial statements from \$64.4 million to \$62.5 million. Per our re-evaluation, FY22's total actual revenue* is lower than FY21's total revenue which was the benchmark used for the initial materiality calculation for our audit plan.

Aside from the above, there were no significant changes to our audit plan which was originally communicated to you in the audit planning report.

**This relates to the preliminary total revenue on the initial trial balance received for the year-end audit fieldwork.*

Audit risks and results – significant risks

Significant findings related to significant risks are discussed on slides 7 – 8.

Audit risks and results – other findings

Other findings are discussed on slides 9 – 15.

Audit risks and results – going concern assessment

No matters to report.

Uncorrected audit misstatements

A disclosure difference was identified and communicated to management that remains uncorrected in the consolidated financial statements. We have outlined the impact in the Uncorrected Audit Misstatements schedule attached to the management Representation Letter included in the Appendix as well as the summary included on slides 16 – 17.

Professional standards require that we request of management and the Audit, Finance and Administration Committee that all identified audit misstatements be corrected. We have already made this request of management.

Corrected audit misstatements

No matters to report

Significant unusual transactions

No matters to report.

Control deficiencies

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting. See slide 18 for certain required communications regarding control deficiencies.

Accounting policies and practices

No matters to report.

Other financial reporting matters

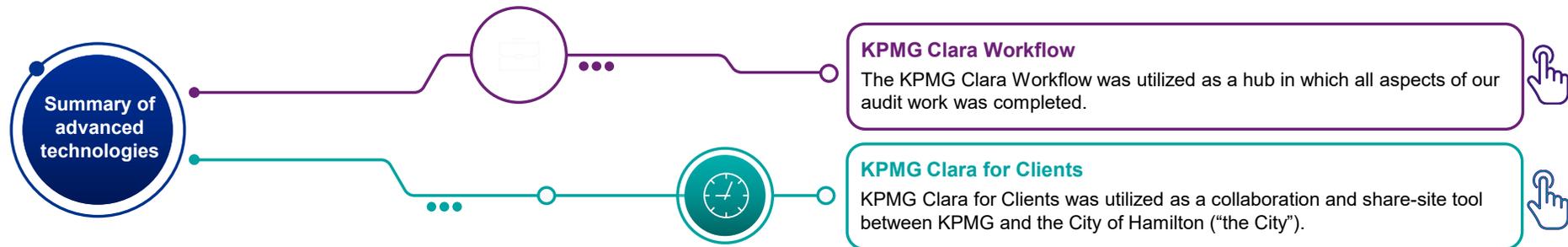
No matters to report.

Independence and quality control

We are independent and have extensive quality control and conflict checking processes in place. We provide complete transparency on all services and follow Audit, Finance and Administration Committee approved protocols.

Technology highlights

As previously communicated in our Audit Planning Report, we have utilized technology to enhance the quality and effectiveness of the audit.



Status of the audit

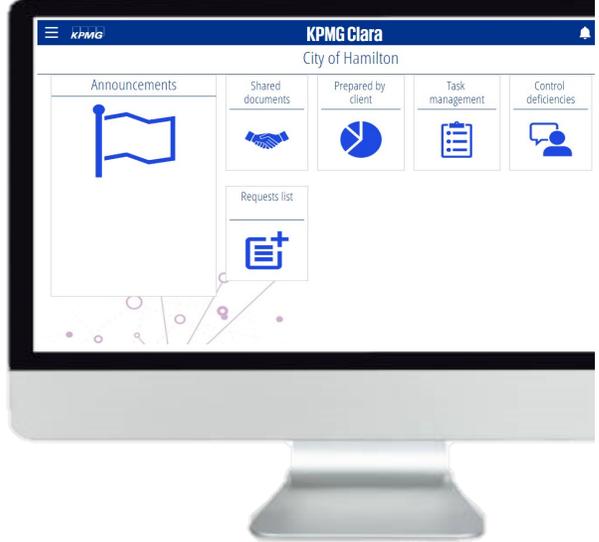
As of May 23, 2023, we have completed the audit of the consolidated financial statements, with the exception of certain remaining procedures, which include amongst others:

- Completion of consolidated financial statements tie out
- Completing our discussions with the Audit, Finance and Administration Committee
- Obtaining evidence of the Council's approval of the financial statements
- Legal updates to the audit report date, and
- Receipt of the signed management representation letter (to be signed upon approval of the financial statements).

We will update the Audit, Finance and Administration Committee, and not solely the Chair, on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures.

Our auditor's report, a draft of which is provided in Appendix: Draft Auditor's Report, will be dated upon the completion of any remaining procedures.

KPMG Clara for Clients (KCfc)



Real-time collaboration and transparency

We leveraged **KCfc** to facilitate real-time collaboration with your team and provide visual insights into the status of the audit!

[▶ Learn more](#)

Significant risks and results

We highlight our significant findings in respect of **significant risks** as identified in our discussion with you in the Audit Plan, as well as any additional significant risks identified.



Risk of material misstatement due to fraud resulting from fraudulent revenue recognition

Significant risk	Estimate?
------------------	-----------

The risk of material misstatement due to fraud resulting from fraudulent revenue recognition is a No presumed risk for all entity's under Canadian Auditing Standards ("CAS").

We have identified two specific areas which highlight this risk over the course of our audit – Government Grants and Development Charges.

Our response

- To address these areas of risk, we have taken a substantive approach towards our audit of Government Grants and Development Charges. Our procedures included:
 - Testing of journal entries and other adjustments,
 - Substantively testing revenues (both recognized and amounts held as deferred at year-end), and
 - Recalculating management's determination of deferred revenue – obligatory reserve funds through auditing management's methodology.

Significant findings

We did not identify any issues related to fraud risk associated with revenue recognition.

Significant risks and results

We highlight our significant findings in respect of **significant risks** as identified in our discussion with you in the Audit Plan, as well as any additional significant risks identified.



Risk of material misstatement due to fraud resulting from management override of controls

Significant risk	Estimate?
------------------	-----------

The risk of material misstatement due to fraud resulting from management override of controls is a No presumed risk for all entity's under CAS.

We have not identified any specific areas which highlight this risk over the course of our audit.

Our response

- We have performed several procedures in order to respond to these presumed, non-rebuttable risks and the overall risk of management override of controls in general:
 - Testing of journal entries and other adjustments, using analytical capabilities to identify high-risk journal entries specific to the City. This includes entries posted by users who have authorization approvals, post-closing entries, etc.,
 - Performing a retrospective review and substantive testing over all significant estimates which involve management's judgment, and
 - Evaluating the business rationale for any material or significant unusual transactions and substantively testing them as applicable.

Significant findings

We did not identify any issues or concerns regarding management override of controls.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Government Grants

Area of audit focus and rationale	Estimate?
<p>Government Grants are a material balance and, as such, an area of audit focus, consistent with prior years.</p> <p>As at December 31, 2022, the amount of Government Grants is \$511.7 million (2021 – \$536.3 million).</p>	<p>No</p>

Our response

- Our procedures included:
 - performing substantive testing over the recognition of all significant government transfers and other similar inflows received from third parties
 - obtaining the detailed grant revenue listing and the deferred revenue continuity schedule and selected samples for testing to determine if the selected amounts had been recognized in the current year in accordance with the appropriate legislation or agreements that the revenues pertain to, and
 - performing sampling procedures over grant related expenses to validate whether expenses incurred in the period are in compliance with restrictions imposed by third parties through an inspection of signed agreements and related invoices.
- There were no new material COVID-19 funding agreements for 2022.

Our findings

Based on the results of the procedures performed over government grants, we have no significant findings to communicate. No outliers or misstatements were identified as a result of our procedures.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Investments and Related Income

Area of audit focus and rationale	Estimate?
-----------------------------------	-----------

Portfolio Investments are a material balance and as such is an area of audit focus, consistent with prior years. No

As at December 31, 2022, the amount of portfolio investments is \$1.34 billion (2021 – \$1.17 billion).

Our response

- All investment activities shall be in compliance with the regulations (Section 418 of the Municipal Act, 2001 and Ontario Regulation 438/97, *Eligible Investments and Related Financial Agreement*).
- Our procedures included:
 - Obtaining third party external confirmation over recorded investments from the applicable financial institutions,
 - Performing substantive analytical procedures over investment income, and
 - Reviewing financial statement note disclosure in according with PSAS.

Our findings

Based on the results of the procedures performed over investments, we have no significant findings to communicate. No impairments, outliers or misstatements were identified as a result of our procedures.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Employee Future Benefits

Area of audit focus and rationale	Estimate?
-----------------------------------	-----------

Employee Future Benefits (EFB) Liability are a material balance and as such is an area of audit focus, consistent with prior years. Yes

As at December 31, 2022, the amount of EFB Liability is \$411.5 million (2021 – \$396.7 million).

Our response

- Our procedures included:
 - Evaluating actuaries' (management experts) qualifications, competence and objectivity, in order to support reliance on the external reports, and obtaining all valuation updates for the 2022 obligation from the third-party actuaries, and performing procedures to verify the significant assumptions and inputs,
 - Engaging KPMG Actuarial Specialists to assess the method, data and, assumptions used by actuaries and management in calculation of the EFB liability for reasonableness,
 - Communicating with actuaries and test HR data provided to the actuaries, if applicable,
 - Performing audit procedures to address CAS 540 *Auditing Accounting Estimates*, and related disclosure requirements related to the estimates involved, and
 - Reviewing financial statement disclosures in accordance with Public Sector Accounting Standards (PSAS).

Our findings

Based on the results of the audit procedures performed in collaboration with our internal KPMG Actuarial Specialists we assessed a higher discount rate than that reported by the City's actuary (approx. 4%) for the Post-Retirement Plan and Sick Leave Plan. Using our expected rate, a lower accrued benefit obligation (\$13.5 million) and lower actuarial loss (\$13.5 million) was determined. This adjustment is limited to the notes disclosed in the financial statements and has no impact on Statements of Financial Position or Operations. The City left this disclosure adjustment uncorrected. See slides 16-17 for additional details.

No other significant findings to communicate. The estimate is reasonable.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Landfill Liability and Contaminated Sites

Area of audit focus and rationale	Estimate?
-----------------------------------	-----------

Landfill Liability is a material balance and involves the use of estimates and judgments, and as such is an area of audit focus, consistent with prior years. Yes

As at December 31, 2022, the amount of Solid Waste Landfill Liability is \$83.5 million (2021 – \$78.3 million).

Our response

Landfill liability

- The City owns and operates one open landfill site and maintains 12 closed landfill sites. The present value of the expected closure and post closure care costs of the open landfill site and present value of monitoring and capital rehabilitation costs of the closed landfill sites have been reported as a liability on the Consolidated Statement of Financial Position.
- We reviewed management’s liability estimates and obtained support for underlying elements, including inflation (2.69%) and discount rates (3.69%) utilized. Estimates have been based upon a post closure care period of 50 years.
- We reviewed and assessed management’s assumptions and reviewed the report prepared by management’s expert. We also evaluated qualifications, competence and objectivity of management’s experts.

Liability for contaminated sites

- We reviewed and performed a walkthrough of management’s process for identifying potential contaminated sites and reviewed management’s listing of contaminated sites and the analysis against the prescribed criteria to determine if a liability should be recorded.
- We gained an understanding and assessed the reasonability of the remediation estimates for contaminated sites deemed to be relevant to this standard and performed a recalculation of the present value of the determined liability.

Our findings

Based on the results of the procedures performed over Landfill Liabilities and Contaminated Sites, we have no significant findings to communicate. No outliers or misstatements were identified as a result of our procedures. The estimate is reasonable.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Tangible Capital Assets

Area of audit focus and rationale	Estimate?
-----------------------------------	-----------

Tangible capital assets are a material balance and as such is an area of audit focus, consistent with prior years.

No

As at December 31, 2022, the amount of donated and contributed assets is \$18.9 million (2021 – \$28.8 million).

Our response

- Our procedures included:
 - Testing the operating effectiveness of the controls to ensure the City’s internal approval and notification process is taking place between managers and finance with respect to when a tangible capital asset is available for use,
 - Substantive testing of contributed and donated assets in the year, including corroborating the recorded fair values, in accordance with PSAB 3150 *Tangible Capital Assets*, to external third party invoices, contracts and agreements,
 - Substantive testing of non-contributed assets, including the vouching of additions to invoices, assessing the reasonableness of the useful life and the residual value assigned to the asset, and examining whether the depreciation commenced on the date that the asset was available for use, testing of disposals and vouching to supporting documentation, and
 - Verifying transfers between municipalities.

Our findings

Based on the results of the procedures performed over tangible capital assets, we have no significant findings to communicate. No outliers or misstatements were identified as a result of our procedures.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Operating Expenditures including payroll

Area of audit focus and rationale	Estimate?
<p>Operating Expenditures are a material balance and as such is an area of audit focus, consistent with prior years.</p> <p>As at December 31, 2022, the amount of non-payroll operating expenditures is \$1.1 billion (2021 – \$1.1 billion).</p> <p>As at December 31, 2022, the amount of payroll expenditures is \$902.1 million (2021 – \$862.4 million).</p>	No

Our response

- We completed various substantive procedures to address relevant risks over completeness, existence and accuracy on operating expenditures, including payroll and employee benefits expenditures. Our procedures included:
 - Testing the operating effectiveness of controls over disbursements to ensure that the appropriate approval process is being followed on expenditures.
 - Performing substantive analytical procedure of operating expenditures, specifically trend analysis comparing actual current year results to (1) prior year results and (2) budget, and used the variances to determine the extent of testing to perform, and
 - Performing a search for unrecorded liabilities to ensure all 2022 expenses and accruals have been properly recorded.

Our findings

Based on the results of the procedures performed over tangible capital assets, we have no significant findings to communicate. No outliers or misstatements were identified as a result of our procedures.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Key Control Processes

Area of audit focus and rationale	Estimate?
<p>As communicated in our audit plan, Canadian Auditing Standard 315, <i>Identifying and Assessing the Risks of Material Misstatement</i>, became effective for this audit period.</p> <p>This standard has been revised, reorganized and modernized in response to challenges and issues with the previous standard. It aims to promote consistency in application, improve scalability, reduce complexity, support a more robust risk assessment and incorporate enhanced guidance material to respond to the evolving environment, including in relation to information technology.</p> <p>As a result, our risk assessment and documentation of understanding of the City's processes has become more detailed than in previous years, particularly in terms of required documentation. The impact of this standard is largely related to us as your auditors and has not resulted in a substantial change to our audit plan compared to prior periods as our previous risk assessment process was already robust and comprehensive.</p>	<p>No</p>

Our response

In order to satisfy the requirements of this new standard, we have revised our process documentation and walkthroughs of all core business processes, supported by inquiry of relevant City of Hamilton team members related to each process and observation where applicable. This was particularly relevant for information technology, and various financial reporting related processes.

Examples of the additional risk assessment we have documented in our audit file include inquiries with management specific to their own internal fraud risk assessment processes and documentation of the communication between management and those charged with governance.

We have also documented not only the risks we have identified and responded to within the audit, but also those which we considered but deemed to be immaterial and do not warrant an audit response.

Uncorrected audit misstatements

Uncorrected audit misstatements include financial presentation and disclosure omissions.



Impact of uncorrected audit misstatements – Not material to the financial statements

The management representation letter includes the Summary of Uncorrected Audit Misstatements, which discloses the impact of all uncorrected misstatements considered to be other than clearly trivial.

KPMG believes the assumptions used to measure the Employee Future Benefit obligations for financial reporting disclosures need to be reassessed and revised if expectations about the future changes. The market conditions at year end for each of the past few years have been significantly different and, as such, we would expect the assumptions to be reconsidered at each measurement date and updated appropriately. See slide 17 for additional details.

Based on both qualitative and quantitative considerations, management have decided not to correct certain misstatements and represented to us that the misstatements—individually and in the aggregate—are, in their judgment, not material to the financial statements. This management representation is included in the management representation letter.

We concur with management's representation that the uncorrected misstatement is not material to the financial statements and has no impact on the year-end balances as the misstatement is classified as a financial statement disclosure difference. Accordingly, the uncorrected misstatement has no effect on our auditor's report.

Individually significant uncorrected audit misstatements

Uncorrected audit misstatements greater than \$3,125,000 individually:

Financial Statement Disclosure Impact (Employee Future Benefits – Note 10)		
Description of individually significant disclosure misstatement	Actuarial Accrued Benefit Obligation (Decrease) Increase	Actuarial Gain (Loss) (Increase) Decrease
Sick Leave Benefit Plan	(4,571,000)	4,571,000
Retirement Benefits	(8,925,000)	8,925,000
Total individually significant misstatements	(13,496,000)	13,496,000

Disclosure Difference:

***PS3250.041* states each key actuarial assumption would be based on the government's best estimate of those future events that have an effect on the accrued benefit obligation. For each actuarial valuation, assumptions need to be reassessed; they would be revised if expectations about the future change. All assumptions are based on the presumption that the plan will continue in effect in the absence of evidence to the contrary.**

Assumption used to measure the Employee Future Benefit obligations for financial reporting need to be reassessed and revised if expectations about the future changes. The market conditions at year end have significantly changed from prior years and as such, we would expect the assumptions to be reconsidered at the measurement for any material changes. Using a consistent methodology to that of the City's external actuary we identified that the discount rate used to determine the accrued benefit obligation was not updated to reflect current market conditions. Our independent assessment determined that a discount rate of 4.00% (current rate is 3.50% for the Non-Pension Post Retirement Benefits Plan and 3.25% for the Sick Leave Plan) is more reflective of market conditions as at December 31, 2022. This adjustment has no impact on the statements of Financial Position or Operations and only impacts the note disclosure.

Control deficiencies

Consideration of internal control over financial reporting (ICFR)



In planning and performing our audit, we considered ICFR relevant to the Entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

A deficiency in internal control over financial reporting



A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

Significant deficiencies in internal control over financial reporting



A significant deficiency in internal control over financial reporting is a deficiency, or combination of deficiencies, in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

Significant accounting policies and practices



Initial selections of significant accounting policies and practices

There were no new significant accounting policies and practices selected and applied during the period.



Description of new or revised significant accounting policies and practices

No matters to report.

Other financial reporting matters

We also highlight the following:



Financial statement presentation - form, arrangement, and content



No matters to report.



Concerns regarding application of new accounting pronouncements



Asset Retirement obligations (ARO)

- The new standard PS 3280 Asset retirement obligations is effective for fiscal years beginning on or after April 1, 2022. This new standard will require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets. The amount of the initial liability will be added to the historical cost of the asset and amortized over its useful life if the asset is in productive use.
- The City has been working with an external consultant to assist with the City's PS 3280 ARO compliance. The City is currently wrapping up Phase 1 of the project which included reviewing all City (and consolidated entity) assets and using a risk based approach assigning all assets ARO risk ratings (low to very high). Phase 1 will be complete by approximately May 2023. Phase 2 will focus on developing costing estimates based on asset types and doing some on site hazardous materials testing\costing then utilizing the risk rating to develop ARO liability totals, process documentation, etc. The planned timeline for final ARO evaluation, costing, documentation is end of September 2023.



Significant qualitative aspects of financial statement presentation and disclosure



No matters to report.

Audit quality: How do we deliver audit quality?

Quality essentially means doing the right thing and remains our highest priority. Our **Global Quality Framework** outlines how we deliver quality and how every partner and staff member contributes to its delivery.

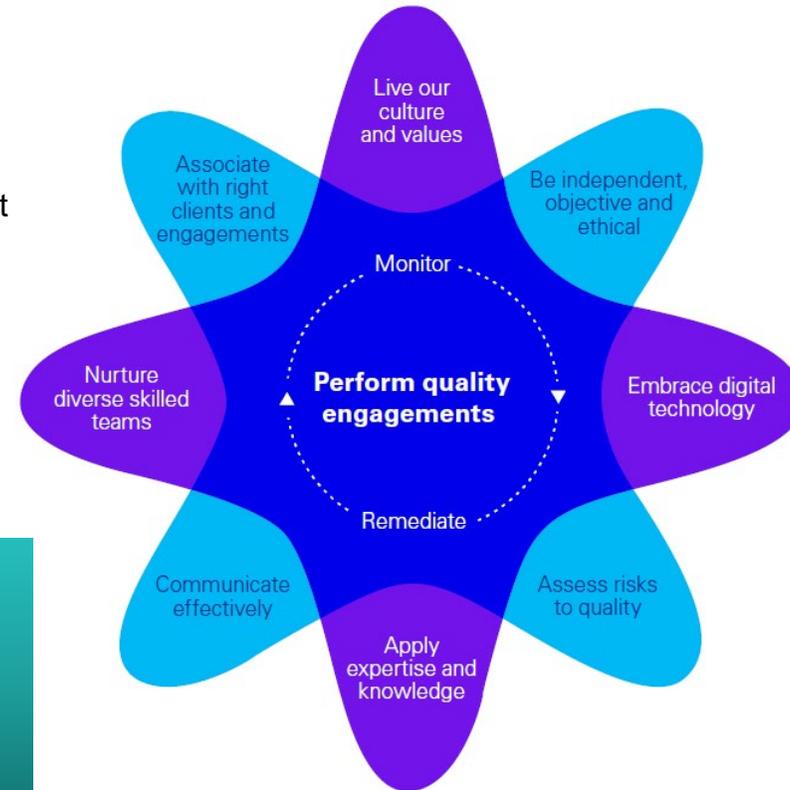
Perform quality engagement sits at the core along with our commitment to continually monitor and remediate to fulfil on our quality drivers.

Our **quality value drivers** are the cornerstones to our approach underpinned by the **supporting drivers** and give clear direction to encourage the right behaviours in delivering audit quality.

 [KPMG 2022 Audit Quality and Transparency Report](#)

We define ‘audit quality’ as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality controls**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.



Appendices



Draft auditor's report



Management representation letter



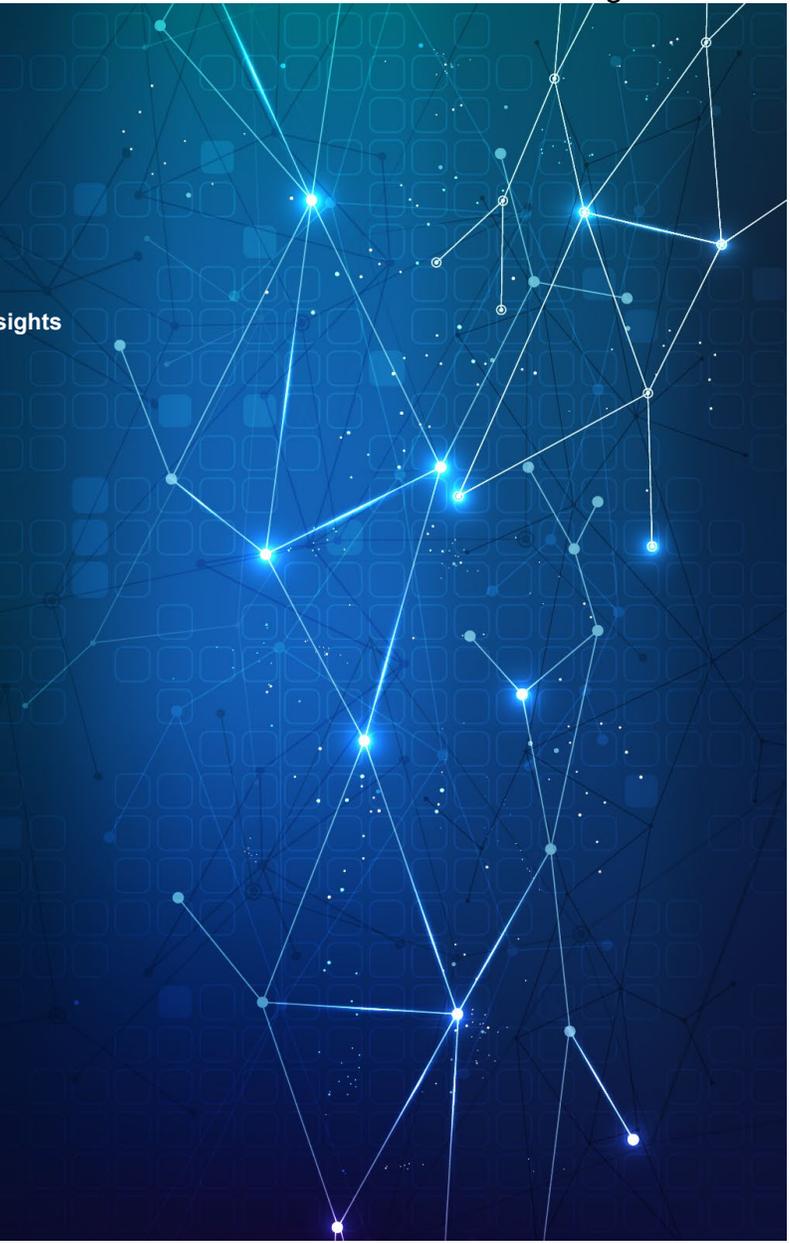
Audit and assurance insights



Technology



Environmental, social and governance (ESG)



Appendix A: Draft auditor's report



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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the City of Hamilton

We have audited the consolidated financial statements of the Corporation of the City of Hamilton ("the City"), which comprise:

- the consolidated statement of financial position as at December 31, 2022
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2022, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



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Other Information

Management is responsible for the other information. Other information comprises:

- the information, other than the financial statements and the auditor's report thereon, included in the Financial Report 2022

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report thereon, included in the Financial Report 2022 as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.



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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going



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concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the City to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

DRAFT

Chartered Professional Accountants, Licensed Public Accountants,

Hamilton, Canada

Date

Appendix B: Management representation letter

(Letterhead of Client)

KPMG LLP
21 King St. W.
Suite 700
Hamilton, ON L8P 4W7

Date

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of The Corporation of the City of Hamilton ("the Entity") as at and for the period ended December 31, 2022.

General:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in [Attachment I](#) to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Responsibilities:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated December 9, 2022, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:
 - the names of all related parties and information regarding all relationships and transactions with related parties;
 - the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements. All significant actions are included in such summaries.
 - c) providing you with unrestricted access to such relevant information.
 - d) providing you with complete responses to all enquiries made by you during the engagement.

- e) providing you with additional information that you may request from us for the purpose of the engagement.
- f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
- g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
- h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- i) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that we, and others within the entity, did not intervene in the work the internal auditors performed for you.

Internal control over financial reporting:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

Fraud & non-compliance with laws and regulations:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
 - management;
 - employees who have significant roles in internal control over financial reporting; or
 - otherswhere such fraud or suspected fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements or illegal acts, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Subsequent events:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

Related parties:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

Estimates:

- 8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

Going concern:

- 9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.
- 10) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the Entity's ability to continue as a going concern.

Misstatements:

- 11) The effects of the uncorrected misstatements described in [Attachment II](#) are immaterial, both individually and in the aggregate, to the financial statements as a whole.

Non-SEC registrants or non-reporting issuers:

- 12) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).

Approval of financial statements:

- 13) Mike Zegarac and Shelley Hesmer have the recognized authority to take, and have taken, responsibility for the financial statements.

Yours very truly,

THE CORPORATION OF THE CITY OF HAMILTON

By: Mike Zegarac, General Manager, Finance and Corporate Services

By: Shelley Hesmer, Director, Financial Services, Taxation and Corporate Controller (Acting)

Attachment I – Definitions

Materiality

Certain representations in this letter are described as being limited to matters that are material.

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances, and are affected by perception of the needs of, or the characteristics of, the users of the financial statements and, the size or nature of a misstatement, or a combination of both while also considering the entity's own circumstances.

Information is obscured if it is communicated in a way that would have a similar effect for users of financial statements to omitting or misstating that information. The following are examples of circumstances that may result in material information being obscured:

- a) information regarding a material item, transaction or other event is disclosed in the financial statements but the language used is vague or unclear;
- b) information regarding a material item, transaction or other event is scattered throughout the financial statements;
- c) dissimilar items, transactions or other events are inappropriately aggregated;
- d) similar items, transactions or other events are inappropriately disaggregated; and
- e) the understandability of the financial statements is reduced as a result of material information being hidden by immaterial information to the extent that a primary user is unable to determine what information is material.]

Fraud & error

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

Attachment II – Summary of Audit Misstatements Schedule

Uncorrected audit misstatement:

Financial Statement Disclosure Impact (Employee Future Benefits – Note 10)		
Description of individually significant disclosure misstatement	Actuarial Accrued Benefit Obligation (Decrease) Increase	Actuarial Gain (Loss) (Increase) Decrease
Sick Leave Benefit Plan	(4,571,000)	4,571,000
Retirement Benefits	(8,925,000)	8,925,000
Total individually significant misstatements	(13,496,000)	13,496,000

Appendix C: Audit and assurance insights

Our latest thinking on the issues that matter most to Audit Committees, board of directors and management.

KPMG Audit & Assurance Insights

Curated research and insights for audit committees and boards.

Board Leadership Centre

Leading insights to help board members maximize boardroom opportunities

Current Developments

Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Securities & Auditing Matters and US Outlook reports.

Audit Committee Guide – Canadian Edition

A practical guide providing insight into current challenges and leading practices shaping audit committee effectiveness in Canada.

Accelerate 2023

The key issues driving the audit committee agenda in 2023.

Momentum

A quarterly newsletter with the latest thought-leadership from KPMG's subject matter leaders across Canada and valuable audit resources for clients.

KPMG Climate Change Financial Reporting Resource Centre

Our climate change resource centre provides insights to help you identify the potential financial statement impacts to your business.



Appendix D: Technology – Continuous improvement powered by transformation

Our investment: \$5B

We are in the midst of a five-year investment to develop our people, digital capabilities, and advanced technology.

Responsive delivery model

Tailored to you to drive impactful outcomes around the quality and effectiveness of our audits.

Result: A better experience

Enhanced quality, reduced disruption, increased focus on areas of higher risk, and deeper insights into your business.



Appendix D: Technology – KPMG Clara - Bringing the audit to one place



Streamlined client experience

And deeper insights into your business, translating to a better audit experience.



Secure

A secure client portal provides centralized, efficient coordination with your audit team.



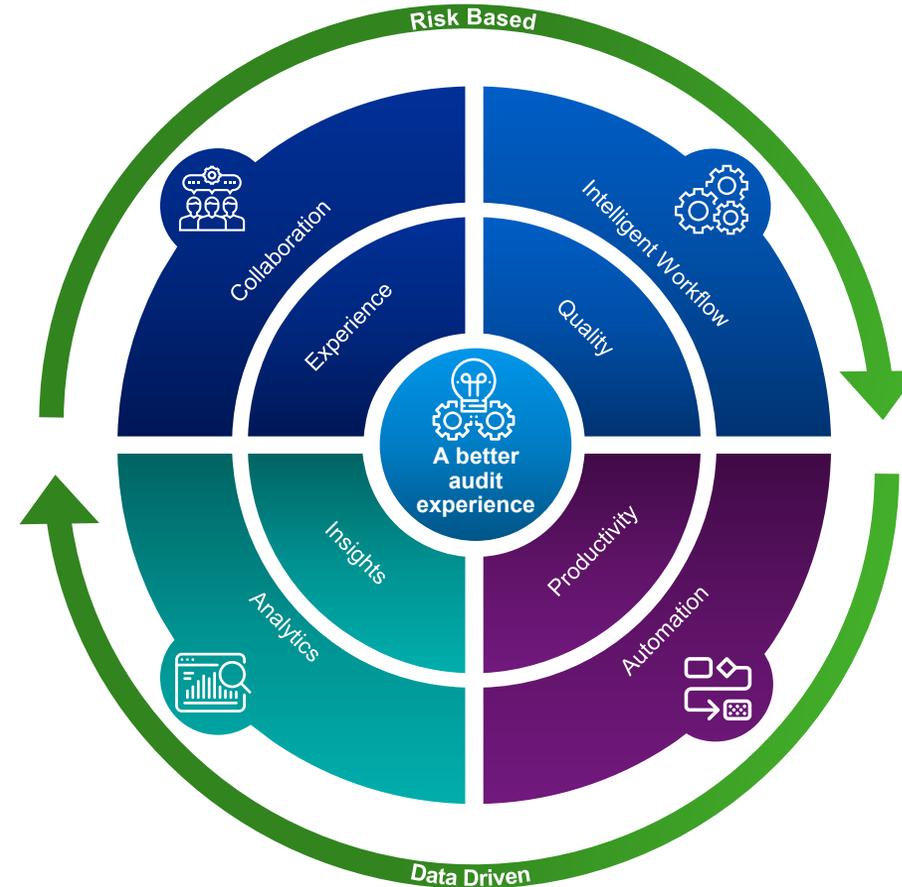
Intelligent workflow

An intelligent workflow guides audit teams through the audit.



Increased precision

Advanced data analytics and automation facilitate a risk-based audit approach, increasing precision and reducing your burden.



ESG needs to be on the government agenda

01

ESG and climate risk* are linked to access to funding

An entity's climate resiliency and ESG management is impacting access to funding. Government grants, for example, will be increasingly tied to ESG initiatives and performance.

*Climate risk is an element of ESG

02

E&S and climate risk factors are impacting service delivery models

Service delivery models are being impacted by ESG and climate transition requirements in the face of higher operating risks and costs, e.g. capex planning for low carbon technologies and solutions.

03

ESG is linked to the cost of capital

More financial institutions have incorporated ESG factors into the risk analysis of governments, highlighting that climate is a near term financial and strategic risk. Cost of capital can be further impacted by ESG risk ratings from leading ratings agencies (S&P, Sustainalytics, MSCI).

04

Talent expectations and attraction

Stakeholder expectations of governments now include diversity in gender and ethnicity as well as expertise in ESG or climate areas, e.g. human rights and emissions. Employees are increasingly seeking purpose from their work and looking to leadership and an entity's values to reflect this..

05

Regulatory requirements on ESG and climate risk disclosure

Failing to manage and disclose ESG and climate risks is beginning to carry litigation risk and link to executives' fiduciary duty. Both SEC and ISSB have proposed disclosure rules for climate risk and emissions. Now is the time for entities to address management and reporting gaps.

Sources: 10 Business Myths on Climate Change (2021) – KPMG UK;²
 ESG: The board's perspective (2021) – KPMG India

Municipalities: ESG Considerations

According to the [World Economic Forum](#), cities, which house almost 60% of the world's population are also responsible for two-thirds of the world's energy consumption, and consequently produce more than 70% of the world's emissions. The role of cities tackling ESG issues will continue to increase, meaning municipal development and management should consider ESG principles. Technology and ESG-related municipal bonds can play a key role in achieving net-zero targets.

Some important ESG considerations for municipalities	Examples of how KPMG helps municipalities with ESG
<ul style="list-style-type: none"> GHG emissions/carbon footprint quantification (typical municipal sources include industrial activity, transportation, buildings, airplane movement, etc.) Climate/decarb action & integration into city planning (e.g., policy & regulation, city masterplans, funding/financing, monitoring, etc.) Infrastructure resiliency to physical impacts from climate change (i.e., floods, drought, wildfires, extreme heat and wind, etc.) Private (small to medium sized) enterprise partnerships to integrate ESG initiatives with local agendas and local action Education, communication & engagement with municipal stakeholders (i.e., investors, customers, residents, government, businesses, etc.) Efficient waste management & circular economy Socio-economic impacts on healthcare, education, employment, safety, public services Efficient water management Modern traffic infrastructure, transportation efficiency, electrification Responsible energy use and management Sustainable sourcing of products/services Land use & biodiversity Policies and regulations (to promote local social cohesion and the inclusivity of vulnerable groups, to reduce emissions across different sectors such as mobility, energy, water and waste; today's customers want their local government agencies to take the lead on environmental sustainability actions¹) Workforce of the future (including diversity, equity, inclusion) 	<ul style="list-style-type: none"> ESG discovery, ESG framework and strategy, targets & roadmap development to address socio-economic challenges and ensure effective governance Peer benchmarking (including metrics, targets & reporting of key peers), industry best practices, and stakeholder expectations Emission quantification and decarbonization pathways, e.g., policies and regulations, key technologies, levers & tipping points ESG reporting suites and disclosure readiness Readiness for ESG assurance, and assurance on ESG metrics and reports Board and management training Supply chain assessment from ESG lens

¹Sources: [World Economic Forum](#) & [KPMG's Future of Local Government ESG Initiatives](#)

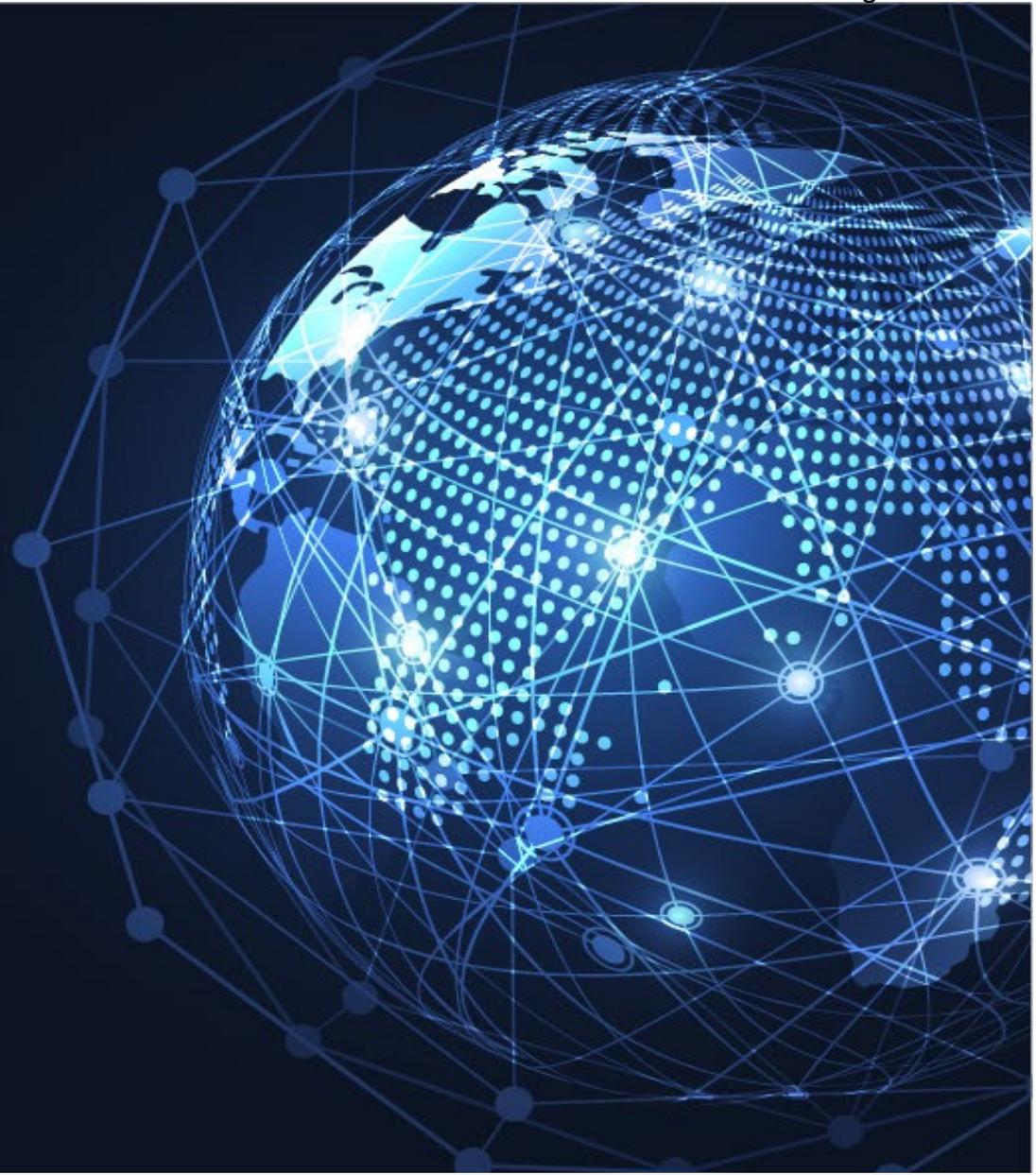




[kpmg.ca](https://www.kpmg.ca)

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KPMG member firms around the world have 227,000 professionals, in 145 countries.





The City of Hamilton

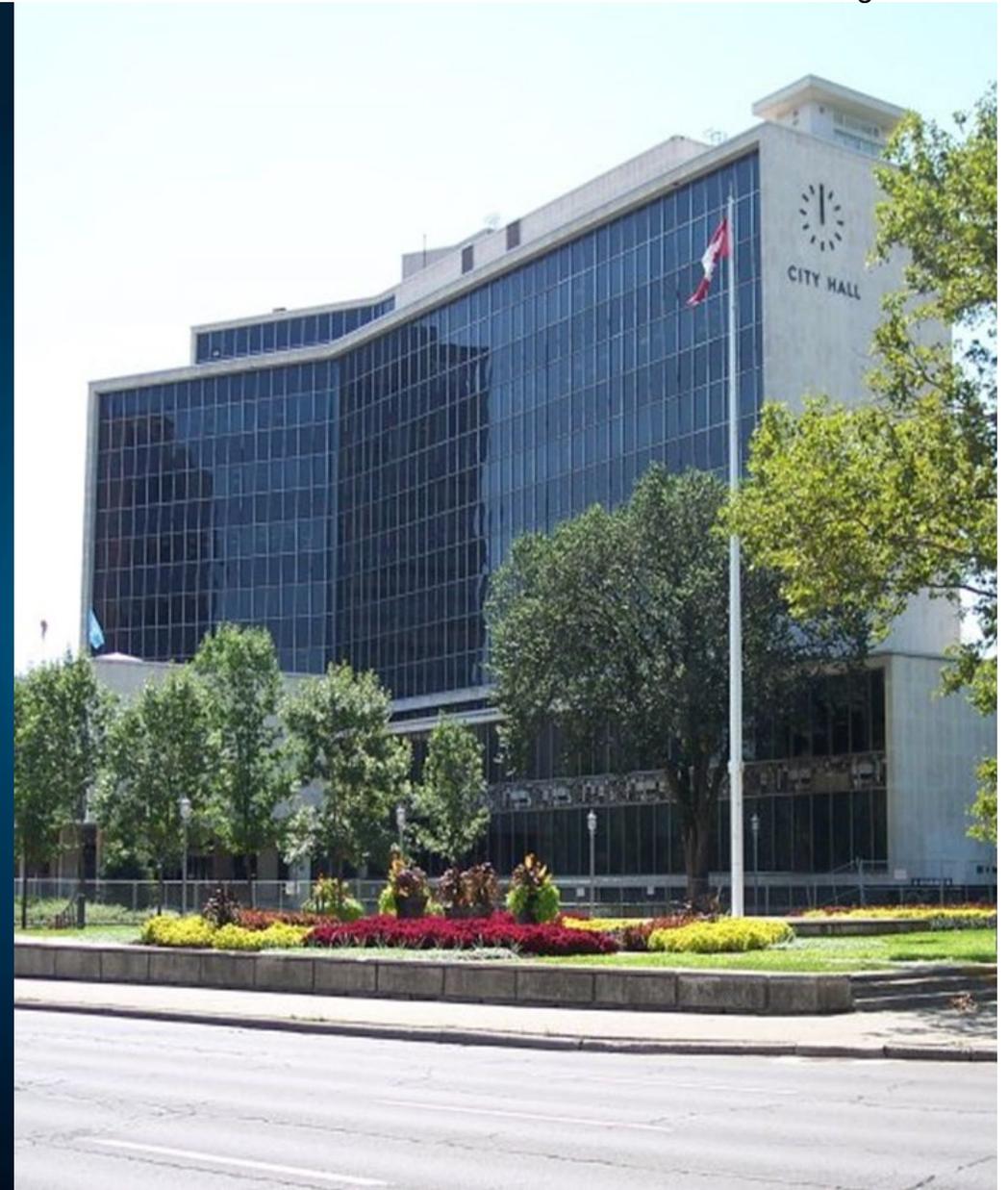
**Audit Findings Report
for the year ended
December 31, 2022**

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Prepared May 26, 2023 for presentation on June 15, 2023.

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement



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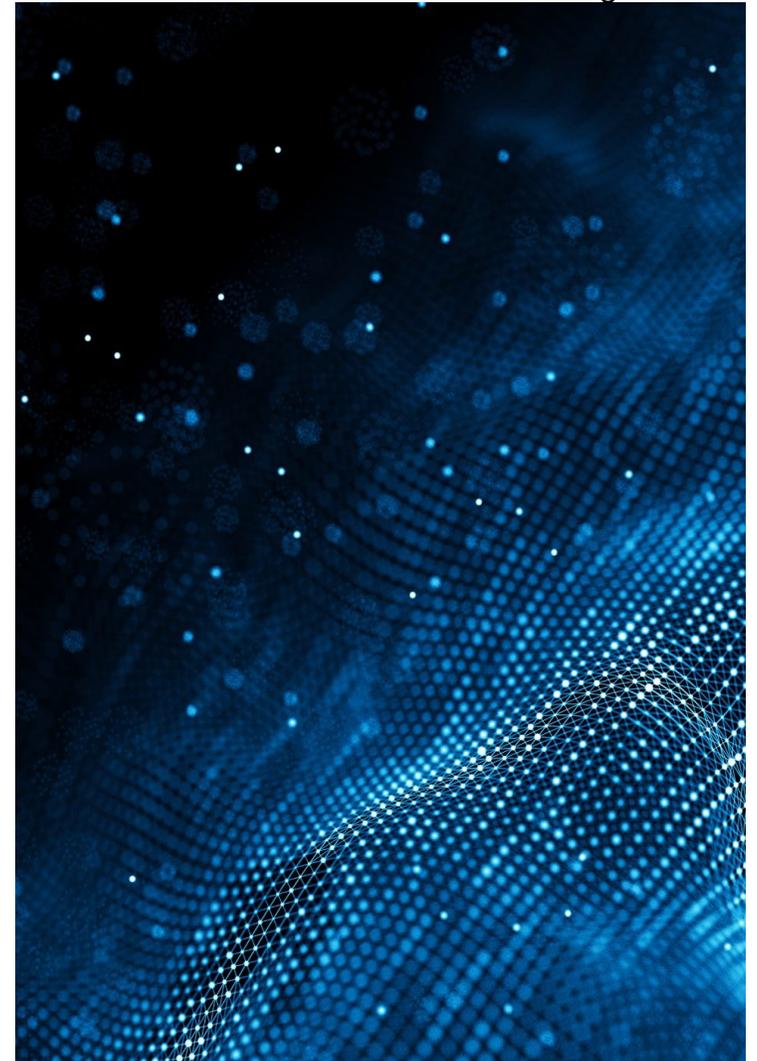
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Audit highlights

Status of the audit

We have completed the audit of the consolidated financial statements ("financial statements"), with the exception of certain remaining outstanding procedures, which are highlighted on the next slide of this report.

Significant changes to our audit plan

We have updated the materiality for the consolidated financial statements from \$64.4 million to \$62.5 million. Per our re-evaluation, FY22's total actual revenue* is lower than FY21's total revenue which was the benchmark used for the initial materiality calculation for our audit plan.

Aside from the above, there were no significant changes to our audit plan which was originally communicated to you in the audit planning report.

**This relates to the preliminary total revenue on the initial trial balance received for the year-end audit fieldwork.*

Audit risks and results – significant risks

No significant findings identified for the risk of material misstatement due to fraud from fraudulent revenue recognition and risk of material misstatement due to fraud resulting from management override of controls.

Audit risks and results – other findings

No findings noted specifically in the following areas outlined in our planning report:

- recognition of government grants into revenue
- Investments and related income
- Landfill liabilities (estimate)
- Recognition and disposals of tangible capital assets
- Operating expenditures including payroll

Uncorrected audit misstatements

A disclosure difference was identified and communicated to management that remains uncorrected in the consolidated financial statements. We have outlined the impact in the Uncorrected Audit Misstatements schedule attached to the management Representation Letter.

Professional standards require that we request of management and the Audit, Finance and Administration Committee that all identified audit misstatements be corrected. We have already made this request of management.

Corrected audit misstatements

No matters to report

Control deficiencies

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.

Accounting policies and practices

No matters to report.

Other financial reporting matters

No matters to report.

Independence and quality control

We are independent and have extensive quality control and conflict checking processes in place. We provide complete transparency on all services and follow Audit, Finance and Administration Committee approved protocols.

Audit risks and results – going concern assessment

No matters to report.

Significant unusual transactions

No matters to report.

Status of the audit

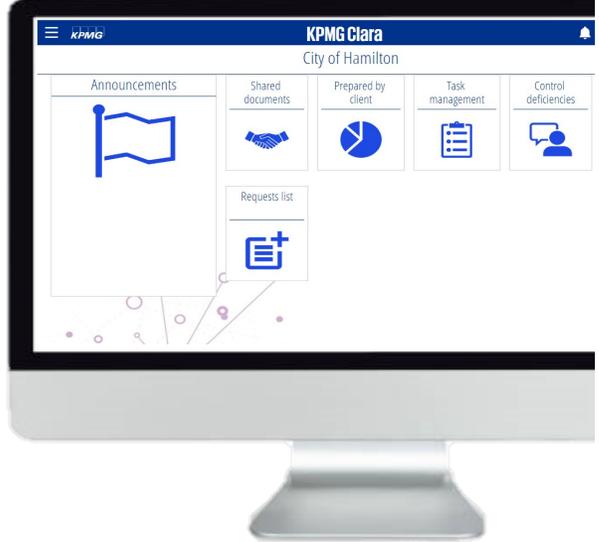
As of May 23, 2023, we have completed the audit of the consolidated financial statements, with the exception of certain remaining procedures, which include amongst others:

- Completion of consolidated financial statements tie out
- Completing our discussions with the Audit, Finance and Administration Committee
- Obtaining evidence of the Council's approval of the financial statements
- Legal updates to the audit report date, and
- Receipt of the signed management representation letter (to be signed upon approval of the financial statements).

We will update the Audit, Finance and Administration Committee, and not solely the Chair, on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures.

Our auditor's report, a draft of which is provided in Appendix: Draft Auditor's Report, will be dated upon the completion of any remaining procedures.

KPMG Clara for Clients (KCfc)



Real-time collaboration and transparency

We leveraged **KCfc** to facilitate real-time collaboration with your team and provide visual insights into the status of the audit!

[▶ Learn more](#)

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Employee Future Benefits

Area of audit focus and rationale	Estimate?
-----------------------------------	-----------

Employee Future Benefits (EFB) Liability are a material balance and as such is an area of audit focus, consistent with prior years. Yes

As at December 31, 2022, the amount of EFB Liability is \$411.5 million (2021 – \$396.7 million).

Our response

- Our procedures included:
 - Evaluating actuaries' (management experts) qualifications, competence and objectivity, in order to support reliance on the external reports, and obtaining all valuation updates for the 2022 obligation from the third-party actuaries, and performing procedures to verify the significant assumptions and inputs,
 - Engaging KPMG Actuarial Specialists to assess the method, data and, assumptions used by actuaries and management in calculation of the EFB liability for reasonableness,
 - Communicating with actuaries and test HR data provided to the actuaries, if applicable,
 - Performing audit procedures to address CAS 540 *Auditing Accounting Estimates*, and related disclosure requirements related to the estimates involved, and
 - Reviewing financial statement disclosures in accordance with Public Sector Accounting Standards (PSAS).

Our findings

Based on the results of the audit procedures performed in collaboration with our internal KPMG Actuarial Specialists we assessed a higher discount rate than that reported by the City's actuary (approx. 4%) for the Post-Retirement Plan and Sick Leave Plan. Using our expected rate, a lower accrued benefit obligation (\$13.5 million) and lower actuarial loss (\$13.5 million) was determined. This adjustment is limited to the notes disclosed in the financial statements and has no impact on Statements of Financial Position or Operations. The City left this disclosure adjustment uncorrected.

No other significant findings to communicate. The estimate is reasonable.

Other findings and results

We highlight **other findings**, including such findings in other areas of focus as identified in the Audit Plan as follows:



Key Control Processes

Area of audit focus and rationale	Estimate?
<p>As communicated in our audit plan, Canadian Auditing Standard 315, <i>Identifying and Assessing the Risks of Material Misstatement</i>, became effective for this audit period.</p> <p>This standard has been revised, reorganized and modernized in response to challenges and issues with the previous standard. It aims to promote consistency in application, improve scalability, reduce complexity, support a more robust risk assessment and incorporate enhanced guidance material to respond to the evolving environment, including in relation to information technology.</p> <p>As a result, our risk assessment and documentation of understanding of the City's processes has become more detailed than in previous years, particularly in terms of required documentation. The impact of this standard is largely related to us as your auditors and has not resulted in a substantial change to our audit plan compared to prior periods as our previous risk assessment process was already robust and comprehensive.</p>	<p>No</p>

Our response

In order to satisfy the requirements of this new standard, we have revised our process documentation and walkthroughs of all core business processes, supported by inquiry of relevant City of Hamilton team members related to each process and observation where applicable. This was particularly relevant for information technology, and various financial reporting related processes.

Examples of the additional risk assessment we have documented in our audit file include inquiries with management specific to their own internal fraud risk assessment processes and documentation of the communication between management and those charged with governance.

We have also documented not only the risks we have identified and responded to within the audit, but also those which we considered but deemed to be immaterial and do not warrant an audit response.

Other financial reporting matters

We also highlight the following:



Financial statement presentation - form, arrangement, and content



No matters to report.



Concerns regarding application of new accounting pronouncements



Asset Retirement obligations (ARO)

- The new standard PS 3280 Asset retirement obligations is effective for fiscal years beginning on or after April 1, 2022. This new standard will require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets. The amount of the initial liability will be added to the historical cost of the asset and amortized over its useful life if the asset is in productive use.
- The City has been working with an external consultant to assist with the City's PS 3280 ARO compliance. The City is currently wrapping up Phase 1 of the project which included reviewing all City (and consolidated entity) assets and using a risk based approach assigning all assets ARO risk ratings (low to very high). Phase 1 will not be complete until end of May 2023. Phase 2 will focus on developing costing estimates based on asset types and doing some on site hazardous materials testing\costing then utilizing the risk rating to develop ARO liability totals, process documentation, etc. The planned timeline for final ARO evaluation, costing, documentation is end of September 2023.



Significant qualitative aspects of financial statement presentation and disclosure



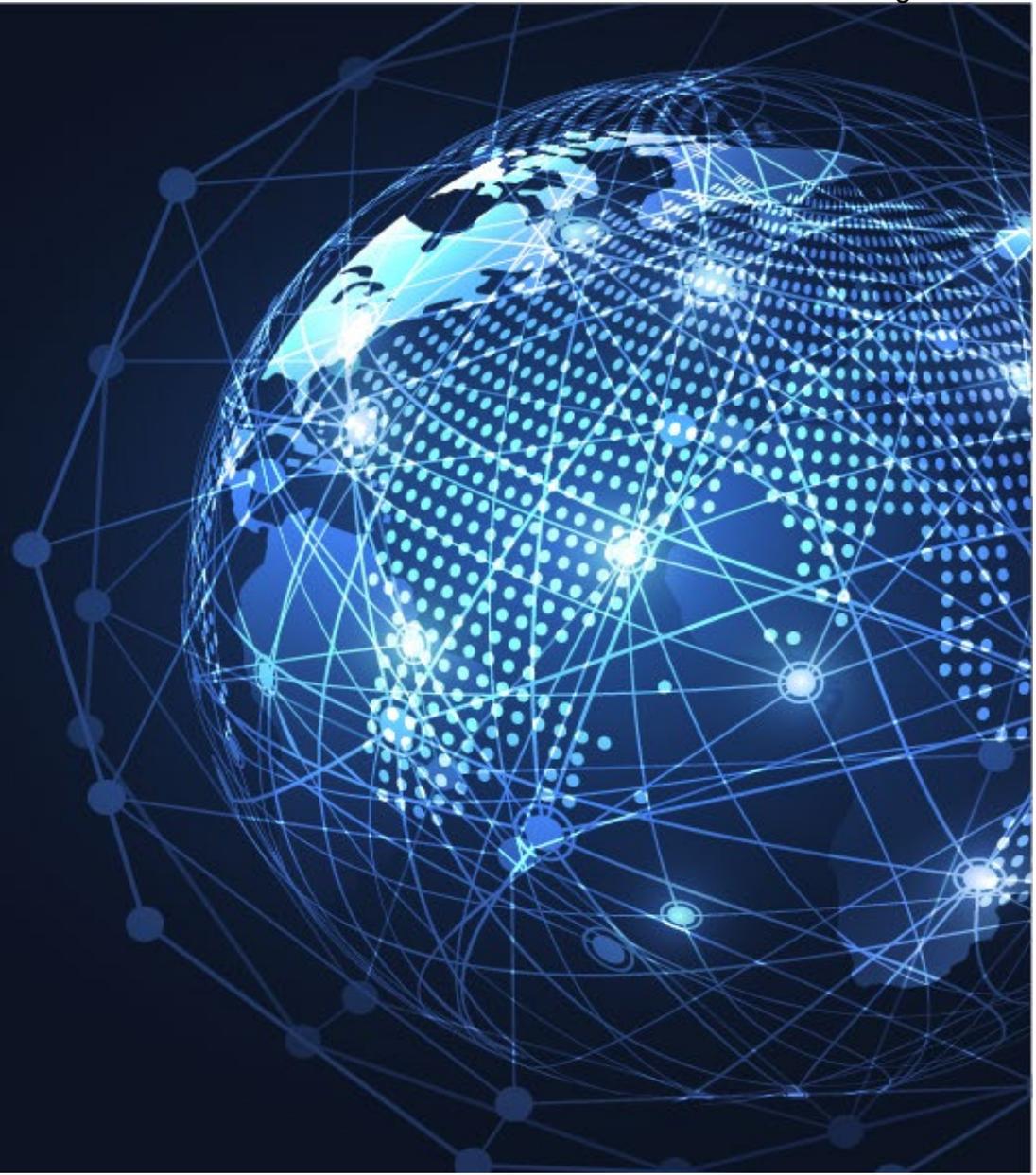
No matters to report.



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9.1(a)(a)



Hamilton

MINUTES 23-003

Committee Against Racism
Tuesday, March 28, 2023
6:30 p.m.
WebEx

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

Regrets: S. McWatt

Also

Present: A. Majani, Staff Liaison,
Sarah Wayland, Senior Project Manager, Hamilton Immigration
Partnership Council

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:

9. STAFF PRESENTATIONS

9.1 Hamilton for All Campaign

(T. Childs /P. Jeffrey)

That the agenda of March 29, 2023, be approved, as amended.

CARRIED

3. DECLARATIONS OF INTEREST

None

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

9.1(a)(a)

(i) **February 28, 2023 (Item 4.1)**

4. APPROVAL OF AGENDA

Changes name of seconder by correcting T. Dei Amoah to M. Dei-Amoah

(P. Jeffrey/M. Dei-Amoah)

That the approval of the Minutes of Feb 28, 2023, be approved as amended

CARRIED

5. STAFF PRESENTATIONS (Item 9)

(i) Hamilton for All Campaign (Item 9.1)

Sarah Wayland, presented to the committee on the upcoming Hamilton for All Campaign and how the committee can support the campaign.

(P. Jeffrey/M. Dei-Amoah)

That the staff presentation respecting the Hamilton for All Campaign, be received.

CARRIED

6. DISCUSSION ITEMS (Item 10)

(i) **Work Plan Update (Item 10.1)**

Taimur Qasim and Phillip Jeffrey reported on the updates to the work plan. which included:

- Connecting with organizations whose mandates related to the committee's.
- Members discussed the need to conduct more community engagement to raise the committee's profile in the community.

7. ADJOURNMENT (Item 15)

(M. Dei-Amoah/P. Jeffrey)

That the Committee adjourn its meeting at 7:40 p.m.

CARRIED

T. Qasim, Chair
Committee Against Racism

9.1(a)(b)



Hamilton

NOTES

Committee Against Racism

April 25, 2023

6:30pm

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>

Present: Taimur Qasim Phillip Jeffrey, Tyrone Childs

Also Present: Amy Majani, Staff Liaison

Pursuant to Section 11.5 of the City of Hamilton's Procedural By-law 21-021, as amended, at 7:15PM the Staff Liaison to the Committee advised those in attendance that due to technical difficulties the meeting was considered adjourned, with the names of the members present and any decisions of the Committee Against Racism up to the point in time of the interruption were recorded in the minutes of the meeting.

Respectfully submitted,

Amy Majani
Program Coordinator, Community Initiatives
City Manager's Office



Hamilton

NOTES

Committee Against Racism

Wednesday, May 10, 2023

5:30PM

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>

Present: Phillip Jeffrey,

Also Present: Amy Majani

Pursuant to Section 5.4(4) of the City of Hamilton's Procedural By-law 21-021, as amended, at 7PM the Staff Liaison to the Committee advised those in attendance that quorum had not been achieved within 15 minutes after the time set for the Committee Against Racism, therefore, the Staff Liaison to the Committee noted the names of those in attendance and the meeting stood adjourned.

Respectfully submitted,

Amy Majani
Program Coordinator, Community Initiatives
City Manager's Office



MINUTES 23-004
Mundialization Committee
Wednesday, April 19, 2023
6:00 pm
WebEx

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

Also

Present: A. Majani, Staff Liaison

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

1. CEREMONIAL ACTIVITIES (Item 1)

(i) Land Acknowledgement

A. Macaluso read the Land Acknowledgement.

2. APPROVAL OF AGENDA (Item 2)

(J. Lukas/R. Ende)

That the agenda of April 19, 2023, Mundialization Committee Meeting be approved, as amended.

CARRIED

3. DECLARATIONS OF INTEREST (Item 3)

There were no Declarations of Interest

4. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) March 30, 2023 (Item 4.1)

(J. Lukas/R. Baptista)

That the Minutes of March 30, 2023, be approved, as presented.

CARRIED

9.1(b)**5. DISCUSSION ITEMS (Item 10)****(i) Code of Conduct Exercise for Advisory Committees 2023 (Item 10.1)****(J. Lukas/R. Baptista)**

That the code of conduct for Advisory Committees be accepted with the following comments:

- The Code of Conduct should touch on media relations and clearly provide direction to volunteers on what we should do. Individuals should not make comments to the media on Council proceedings on behalf of the committee. Engagement with the media must be approved by members and should be the function of the chair.
- Correct for irregularities in commas throughout the document
- **Rule 10: Respect for the Town By-laws and Policies.** Can we change **Town-By Laws** to **City By-Laws**?
- It feels like the document was lifted from an older document.

CARRIED**(ii) Advisory Committees Draft Procedural Handbook Exercise (Item 10.2)****(J. Lukas/R. Baptista)**

That the Procedural Handbook for Advisory Committees be accepted with the following comments

- The Procedural Handbook should be explicitly clear on media relations. Individuals should not make comments to the media on Council proceedings on behalf of the committee. Engagement with the media must be approved by members and should be the function of the chair.
- Correct for irregularities in commas throughout the document
- Like the code of conduct, it seems as though the Procedural Handbook was lifted from an older document

CARRIED**(iii) Fratellanza Racamultese 90th Anniversary Dinner/Dance (Item 10.3)**

R. Baptista provided an update on the event which will occur May 26th. Members were encouraged to attend.

(iv) TerraMadre: Back to Our Roots (Item 10.4)

No update.

9.1(b)

(v) Next Meeting (Item 10.5)

Members discussed pausing all meetings after the May meeting and resuming after the recruitment for the next term.

(J. Lukas/R.Baptista)

That the Mundialization committee pause all meetings after May until the recruitment and selection of members for the new term.

CARRIED

6. ADJOURNMENT (Item 15)

(J. Lukas/R. Ende)

That there being no further business, the meeting be adjourned at 6:20 p.m.

CARRIED

Anthony Macaluso, Chair
Mundialization Committee



INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	Ward Specific Funding Initiatives Update as of December 31, 2022 (FCS23052) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Matt Hilson 905-546-2424 Ext. 1444
SUBMITTED BY:	Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department
SIGNATURE:	

COUNCIL DIRECTION

At its meeting on April 8, 2018, the Audit, Finance and Administration Committee approved the recommendations in Report FCS18014 requiring annual reporting to Council of the balances and activities in the ward-specific funding initiatives including Ward Area Rating Special Capital Re-investment Reserves, Ward-Specific Non-Property Tax Revenues, Cell Tower Revenues, Hydro One Contract Revenues and Minor Maintenance Council Priority Capital Projects.

INFORMATION

The Area Rating Special Capital Re-investment Reserve Policy (Report FCS12024) was approved by Council on February 22, 2012. Since 2014, each ward has received \$1.678 M annually until a change in ward boundary alignment in 2018.

At its meeting on June 20, 2016, the Audit, Finance and Administration Committee (AF&AC) approved Report FCS16042, which created Ward specific Capital projects where non-property tax revenues (net of any operating costs) be deposited. Previously, non-property tax revenues were deposited in ward-specific reserves or used to fund associated operating cost requirements such as right of way maintenance responsibilities. Non-property tax revenues arise from license agreements for cellular towers, easements, right of ways and signage. Report FCS16042 also lists the cellular towers on City-owned property and the associated annual rental revenue.

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: Ward Specific Funding Initiatives Update as of December 31, 2022
(FCS23052) (City Wide) – Page 2 of 4**

In December 2017, the Ontario Municipal Board (OMB) approved the new ward boundaries for the City of Hamilton in which the alignment of Wards 1 to 8 and the former City of Hamilton (pre 2001) no longer existed. Effective January 1, 2018, Wards 1, 2, 3, 4, 7 and 8 include only properties from the former City of Hamilton. Wards 5, 6, 9, 10 and 14 include properties from the former City of Hamilton and some other former municipalities while Wards 11, 12, 13 and 15 do not include any properties from the former City of Hamilton.

In addition, at its meeting on January 22, 2018, the AF&AC, in response to correspondence received from the public, staff was requested to report back to AF&AC on the funding of sponsorships, committee events and office expenses through the discretionary spending Area Rating Special Capital Reinvestment Fund of Wards 1 to 8. With the changes to the ward boundaries, all ward specific discretionary spending of the Area Rating Special Capital Reinvestment Fund will be provided annually.

At its meeting on February 6, 2019, the General Issues Committee approved Report FCS19006, which recommended establishing reserves for newly created Ward 9, Ward 10 and Ward 14 and that the Area Rating Special Capital Reinvestment Reserve Fund balances as at December 31, 2018 be reallocated to the new wards within the former City of Hamilton based on percentage of assessment in each ward.

To help increase transparency regarding Ward Specific Funding Initiatives, Council approved that all grants above \$350 from the Special Capital Re-Investment Discretionary Fund be passed by Council. Report FCS18014 established that annual reports on the balances and activities in the Ward Specific Funding Initiatives including the Area Rating Special Capital Reinvestment Reserves and Discretionary Projects, Ward-Specific Non-Property Tax Revenues, Cell Tower Revenues and Minor Maintenance Council Priority Capital Projects be presented to Committee.

On April 9, 2018, staff was directed to report back to the AF&AC meeting with enhanced guidelines and tracking / reporting procedures on Area Rating Special Capital Re-investment Reserve Funding, Area Rating Special Capital Re-investment Fund, Cellular Tower and Ward-Specific Non-Property Tax Revenues and Minor Maintenance Council Priority Projects. In addition, it was also recommended that staff provides information on the history of social infrastructure as a criterion of Area Rating Reserve and Discretionary funding.

In response to this, on December 17, 2018, Report FCS18014(a) was presented to AF&AC and provided policy governing the use of Area Rating Special Capital Re-investment Reserve Funding, Area Rating Special Capital Re-investment Fund, Cellular Tower and Ward-Specific Non-Property Tax Revenues and Minor Maintenance Council Priority Projects.

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**SUBJECT: Ward Specific Funding Initiatives Update as of December 31, 2022
(FCS23052) (City Wide) – Page 3 of 4**

On September 1, 2021, an intranet site was launched to provide Councillors with up-to-date balances of the Area Rating Special Capital Re-investment Reserve and Area Rating Special Capital Re-investment Fund. The balances are updated on a monthly basis to allow Councillors and staff the means to effectively monitor the ward specific funding balances and to plan for future initiatives.

Appendix “A” to Report FCS23052 summarizes the uncommitted balances of the City of Hamilton’s Special Capital Re-investment Reserves as of December 31, 2022. The summary also includes a future forecast up to the end of 2023. In 2022, these reserves provided \$9,275,738 in funding to 57 projects with a gross project cost of \$16,880,443.

Appendix “B” to Report FCS23052 provides a detailed record of all ongoing capital projects that are partially or fully funded from the corresponding Special Reserve as of December 31, 2022. There are no ongoing projects funded from the Ward 9 or Ward 10 Special Reserve.

Appendix “C” to Report FCS23052 summarizes the uncommitted balance of the Area Rating Special Capital Re-investment Fund Discretionary Spending in Wards 1 to 8 and Ward 14 as of December 31, 2022. The summary includes the specific initiatives that were funded by the discretionary funds. Only ongoing discretionary projects are included in the summary, as after three years, if the funding is not spent, the discretionary project is closed and any remaining funding is returned to the Area Rating Reserve per the Capital Closing Policy (Report FCS09083(a)). Some discretionary projects that are older than three years are included on summary as they are required to remain open as they continue to fund ongoing initiatives. No new commitments may be made against these accounts.

Appendix “D” to Report FCS23052 summarizes the uncommitted balances of the Ward Specific Non-Property Tax Revenue Accounts for Wards 2, 3, 10, 12 and 15 as of December 31, 2022. The summary includes details about the specific revenues received and the initiatives that were funded by the Ward Specific Non-Property Tax Revenue Accounts.

Appendix “E” to Report FCS23052 summarizes the uncommitted balances of the Council Priority Minor Improvements Accounts as of December 31, 2022. The summary includes the specific initiatives that were funded by the Council Priority Minor Improvements Accounts. During the 2020 Capital Budget Process, an accounting change was made to record administrative overhead in separate project numbers to show the gross capital investment for state-of-good-repair in the Minor Maintenance Council Priority Projects. The change was for presentation purposes only and did not impact the total funding allocation to each Ward.

**SUBJECT: Ward Specific Funding Initiatives Update as of December 31, 2022
(FCS23052) (City Wide) – Page 4 of 4**

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report FCS23052 – Special Capital Re-Investment Reserve Forecast as of December 31, 2022

Appendix “B” to Report FCS23052 – Detailed Record of All Ongoing Projects from Reserve as of December 31, 2022

Appendix “C” of Report FCS23052 – Area Rating Special Capital Re-investment Fund Discretionary Spending Wards 1-8, Ward 14 as of December 31, 2022

Appendix “D” of Report FCS23052 – Ward Specific Non Property Tax Revenue as of December 31, 2022

Appendix “E” to Report FCS23052 – Ward Council Priority Minor Improvements as of December 31, 2022

MH/dt

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108051
 Reserve Name: Ward 1 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	1,805,912.87	3,324,921.36	3,708,770.96	3,109,011.62
Add:				
Interest Earned	40,489.35	73,072.82	69,157.84	103,137.38
Special Levy	1,550,418.00	1,550,419.00	1,550,419.00	1,648,265.00
Sub-Total - To Reserves	<u>1,590,907.35</u>	<u>1,623,491.82</u>	<u>1,619,576.84</u>	<u>1,751,402.38</u>
Less:				
New Projects Funded in Year	155,480.27	1,350,119.85	2,820,237.30	62,668.30
Funding Returned or Required from Reserve for Completed Projects	(183,581.41)	(210,477.63)	(700,901.12)	(127,616.43)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>71,898.86</u>	<u>1,239,642.22</u>	<u>2,219,336.18</u>	<u>35,051.87</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>3,324,921.36</u></u>	<u><u>3,708,770.96</u></u>	<u><u>3,109,011.62</u></u>	<u><u>4,825,362.13</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108052
 Reserve Name: Ward 2 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	831,007.95	2,334,767.81	3,377,070.04	3,608,493.52
Add:				
Interest Earned	16,803.15	47,250.59	70,482.93	111,363.37
Special Levy	1,527,662.00	1,527,662.00	1,527,662.00	1,355,324.00
Sub-Total - To Reserves	<u>1,544,465.15</u>	<u>1,574,912.59</u>	<u>1,598,144.93</u>	<u>1,466,687.37</u>
Less:				
New Projects Funded in Year	141,000.00	649,648.39	1,375,823.82	66,748.50
Funding Returned or Required from Reserve for Completed Projects	(200,294.71)	(217,038.03)	(109,102.37)	(50,273.89)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>40,705.29</u>	<u>532,610.36</u>	<u>1,366,721.45</u>	<u>116,474.61</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>2,334,767.81</u></u>	<u><u>3,377,070.04</u></u>	<u><u>3,608,493.52</u></u>	<u><u>4,958,706.28</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108053
 Reserve Name: Ward 3 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	774,463.01	1,157,548.17	1,388,607.76	2,095,563.76
Add:				
Interest Earned	5,119.77	20,458.22	31,087.39	67,972.34
Special Levy	1,282,435.00	1,282,435.00	1,282,435.00	1,247,827.00
Sub-Total - To Reserves	<u>1,287,554.77</u>	<u>1,302,893.22</u>	<u>1,313,522.39</u>	<u>1,315,799.34</u>
Less:				
New Projects Funded in Year	810,000.00	1,231,421.33	581,479.85	301,836.36
Funding Returned or Required from Reserve for Completed Projects	(5,530.39)	(259,587.70)	(74,913.46)	(124,031.29)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>904,469.61</u>	<u>1,071,833.63</u>	<u>606,566.39</u>	<u>277,805.07</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>1,157,548.17</u></u>	<u><u>1,388,607.76</u></u>	<u><u>2,095,563.76</u></u>	<u><u>3,133,558.03</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108054
 Reserve Name: Ward 4 - Capital Infrastructure

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
	(\$)	(\$)	(\$)	(\$)
Opening Balance	599,999.54	258,240.12	(1,458,310.31)	910,190.64
Add:				
Interest Earned	(6,479.87)	(38,720.00)	(29,512.62)	39,296.88
Special Levy	1,605,961.00	1,605,961.00	1,605,961.00	1,428,350.00
Sub-Total - To Reserves	<u>1,599,481.13</u>	<u>1,567,241.00</u>	<u>1,576,448.38</u>	<u>1,467,646.88</u>
Less:				
New Projects Funded in Year	2,213,811.21	3,546,065.57	144,466.92	164,913.36
Funding Returned or Required from Reserve for Completed Projects	(372,570.66)	(362,274.14)	(1,036,519.49)	
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>1,941,240.55</u>	<u>3,283,791.43</u>	<u>(792,052.57)</u>	<u>264,913.36</u>
Ending Balance Reserve /w commitments Dec 31	<u>258,240.12</u>	<u>(1,458,310.31)</u>	<u>910,190.64</u>	<u>2,112,924.16</u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108055
 Reserve Name: Ward 5 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	1,765,310.81	1,123,184.54	600,962.16	2,473,421.98
Add:				
Interest Earned	(1,467.79)	(4,348.74)	12,851.73	81,502.13
Special Levy	1,468,747.00	1,468,747.00	1,468,747.00	1,321,864.00
Sub-Total - To Reserves	<u>1,467,279.21</u>	<u>1,464,398.26</u>	<u>1,481,598.73</u>	<u>1,403,366.13</u>
Less:				
New Projects Funded in Year	2,060,000.00	1,982,636.88	615,958.84	181,367.14
Funding Returned or Required from Reserve for Completed Projects	(50,594.52)	(96,016.24)	(1,106,819.93)	(201,128.04)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>2,109,405.48</u>	<u>1,986,620.64</u>	<u>(390,861.09)</u>	<u>80,239.10</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>1,123,184.54</u></u>	<u><u>600,962.16</u></u>	<u><u>2,473,421.98</u></u>	<u><u>3,796,549.02</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108056
 Reserve Name: Ward 6 - Capital Infrastructure

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
	(\$)	(\$)	(\$)	(\$)
Opening Balance	386,888.18	(850,639.03)	446,055.97	1,144,308.07
Add:				
Interest Earned	(38,793.38)	(23,513.66)	12,664.85	38,775.70
Special Levy	1,497,612.00	1,497,612.00	1,497,612.00	1,565,620.00
Sub-Total - To Reserves	<u>1,458,818.62</u>	<u>1,474,098.34</u>	<u>1,510,276.85</u>	<u>1,604,395.70</u>
Less:				
New Projects Funded in Year	2,340,000.00	2,353,567.87	1,073,417.54	810,533.87
Funding Returned or Required from Reserve for Completed Projects	256,345.83	(2,276,164.53)	(375,392.79)	(542.32)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	114,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>2,696,345.83</u>	<u>177,403.34</u>	<u>812,024.75</u>	<u>909,991.55</u>
Ending Balance Reserve /w commitments Dec 31	<u>(850,639.03)</u>	<u>446,055.97</u>	<u>1,144,308.07</u>	<u>1,838,712.22</u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108057
 Reserve Name: Ward 7 - Capital Infrastructure

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
	(\$)	(\$)	(\$)	(\$)
Opening Balance	2,449,241.87	2,141,639.10	3,392,969.11	2,775,899.86
Add:				
Interest Earned	15,896.96	44,039.49	52,636.09	91,380.73
Special Levy	1,892,095.00	1,892,095.00	1,892,095.00	1,923,531.00
Sub-Total - To Reserves	<u>1,907,991.96</u>	<u>1,936,134.49</u>	<u>1,944,731.09</u>	<u>2,014,911.73</u>
Less:				
New Projects Funded in Year	2,337,151.67	593,191.18	2,652,952.98	576,478.97
Funding Returned or Required from Reserve for Completed Projects	(221,556.94)	(8,386.70)	(191,152.64)	(139,700.00)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>2,215,594.73</u>	<u>684,804.48</u>	<u>2,561,800.34</u>	<u>536,778.97</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>2,141,639.10</u></u>	<u><u>3,392,969.11</u></u>	<u><u>2,775,899.86</u></u>	<u><u>4,254,032.61</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108058
 Reserve Name: Ward 8 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	1,992,609.10	2,715,466.12	2,264,852.55	359,314.08
Add:				
Interest Earned	43,717.33	38,851.87	2,230.75	26,835.09
Special Levy	1,445,638.00	1,445,638.00	1,445,638.00	1,569,906.00
Sub-Total - To Reserves	<u>1,489,355.33</u>	<u>1,484,489.87</u>	<u>1,447,868.75</u>	<u>1,596,741.09</u>
Less:				
New Projects Funded in Year	848,916.18	2,168,366.36	3,666,418.69	150,933.07
Funding Returned or Required from Reserve for Completed Projects	(182,417.87)	(333,262.92)	(413,011.47)	(59,991.18)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				60,000.00
Sub-Total - From Reserves	<u>766,498.31</u>	<u>1,935,103.44</u>	<u>3,353,407.22</u>	<u>250,941.89</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>2,715,466.12</u></u>	<u><u>2,264,852.55</u></u>	<u><u>359,314.08</u></u>	<u><u>1,705,113.28</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108059
 Reserve Name: Ward 9 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	22,956.75	42,843.97	55,160.19	81,396.64
Add:				
Interest Earned	546.14	849.53	1,478.24	2,454.74
Special Levy	19,341.08	19,415.00	19,415.00	24,380.00
Sub-Total - To Reserves	<u>19,887.22</u>	<u>20,264.53</u>	<u>20,893.24</u>	<u>26,834.74</u>
Less:				
New Projects Funded in Year		10,827.98	779.36	784.76
Funding Returned or Required from Reserve for Completed Projects		(2,879.67)	(6,122.57)	
Capital Reinvestment (\$100K Unallocated)				
Commitments				
Sub-Total - From Reserves	<u>-</u>	<u>7,948.31</u>	<u>(5,343.21)</u>	<u>784.76</u>
Ending Balance Reserve /w commitments Dec 31	<u>42,843.97</u>	<u>55,160.19</u>	<u>81,396.64</u>	<u>107,446.62</u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108070
 Reserve Name: Ward 10 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	18,213.05	30,226.69	42,014.54	54,240.92
Add:				
Interest Earned	374.64	645.21	1,054.59	1,566.09
Special Levy	11,639.00	11,639.00	11,639.00	10,902.00
Sub-Total - To Reserves	<u>12,013.64</u>	<u>12,284.21</u>	<u>12,693.59</u>	<u>12,468.09</u>
Less:				
New Projects Funded in Year		496.36	467.21	470.45
Funding Returned or Required from Reserve for Completed Projects				
Capital Reinvestment (\$100K Unallocated)				
Commitments				
Sub-Total - From Reserves	<u>-</u>	<u>496.36</u>	<u>467.21</u>	<u>470.45</u>
Ending Balance Reserve /w commitments Dec 31	<u>30,226.69</u>	<u>42,014.54</u>	<u>54,240.92</u>	<u>66,238.56</u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

CITY OF HAMILTON SPECIAL CAPITAL RE-INVESTMENT RESERVE FORECAST AS OF DECEMBER 31, 2022

Reserve Number: 108064
 Reserve Name: Ward 14 - Capital Infrastructure

	<u>2020</u> (\$)	<u>2021</u> (\$)	<u>2022</u> (\$)	<u>2023</u> (\$)
Opening Balance	864,175.55	1,720,125.29	1,965,641.75	959,656.52
Add:				
Interest Earned	18,701.74	27,277.16	18,154.90	42,793.72
Special Levy	1,127,247.00	1,127,247.00	1,127,247.00	1,332,903.00
Sub-Total - To Reserves	<u>1,145,948.74</u>	<u>1,154,524.16</u>	<u>1,145,401.90</u>	<u>1,375,696.72</u>
Less:				
New Projects Funded in Year	189,999.00	848,073.11	2,056,250.25	45,563.62
Funding Returned or Required from Reserve for Completed Projects		(39,065.41)	(4,863.12)	(142,680.72)
Capital Reinvestment (\$100K Unallocated)	100,000.00	100,000.00	100,000.00	100,000.00
Commitments				
Sub-Total - From Reserves	<u>289,999.00</u>	<u>909,007.70</u>	<u>2,151,387.13</u>	<u>2,882.90</u>
Ending Balance Reserve /w commitments Dec 31	<u><u>1,720,125.29</u></u>	<u><u>1,965,641.75</u></u>	<u><u>959,656.52</u></u>	<u><u>2,332,470.34</u></u>

Note 1: Amount includes annual chargeback

Note 2: Projects closed according to Capital Project Monitoring and Closing Policy; reported on closing reports

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Reserve Number: 108051
Reserve Name: Ward 1 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3302009100	Ward 1 Capital Reinvestment	41,485.10	39,776.32	-	1,708.78
3302109100	Ward 1 Capital Reinvestment	200,000.00	38,852.90	-	161,147.10
4241209103	Public Art - Ward 1	300,000.00	244,151.65	-	55,848.35
4241209104	Historical Signs	50,000.00	1,500.96	-	48,499.04
4241409106	AR - W1 Calming Strip & Speed Bumps etc. (W1 A/R)	200,000.00	157,395.12	-	42,604.88
4241409108	Ward 1 Bike Lanes-Longwood Rd N	50,000.00	9,043.42	-	40,956.58
4241409113	Ward 1 Bike Racks	25,000.00	19,817.06	-	5,182.94
4241509108	AR - Road Work - Aberdeen from Queen (W1 A/R)	80,000.00	29,383.16	-	50,616.84
4241509110	Victoria Park - Resurface Splash Pad	140,000.00	115,430.37	-	24,569.63
4241609102	Chedoke Course Redevelopment	50,000.00	-	-	50,000.00
4241609109	Upgrade to HAAA Park	220,000.00	134,306.80	-	85,693.20
4241609110	Recreation & Community Hub	1,170,000.00	5,047.59	-	1,164,952.41
4241709106	City Housing Playground Upgrd	80,000.00	-	-	80,000.00
4241709109	Kirkendall S Parks Improv	319,999.00	122,112.24	-	197,886.76
4241809103	Cootes Floating Bridge	45,000.00	26,123.68	-	18,876.32
4241809104	Strathcona Cycling Imprvmnts	45,000.00	9,225.79	-	35,774.21
4241909103	Ward 1 - Multi-Modal Connections Review	125,000.00	58,508.18	-	66,491.82
4242109102	Glenside Pathway	132,000.00	48,980.00	-	83,020.00
4242109104	Traffic Calming Ward 1	60,000.00	-	-	60,000.00
4242109105	Bumpouts Sanders & Hollywood	40,000.00	-	-	40,000.00
4242109106	Raised Intersectn King & Haddon	150,000.00	-	-	150,000.00
4242109107	Churchill Prk Feasibility Study	150,000.00	58,616.40	-	91,383.60
4242109108	HAAA - Feasibility Study	150,000.00	70,105.75	-	79,894.25
4242109109	Ward 1 Park Improvements	146,000.00	51,207.28	-	94,792.72
4242109110	W1 Park Pathway Improvements	90,000.00	54,028.16	-	35,971.84
4242109112	Victoria Park Field House	650,000.00	30,416.63	-	619,583.37
4242209101	Ward 1 Sidewalk Repair	240,000.00	33,752.61	-	206,247.39
4242209102	Dundurn Dynamic Speed Signs	20,000.00	-	-	20,000.00
4242209104	W1 Roadway Safety Improvements	342,000.00	-	-	342,000.00
4242209105	Sanders Parkettes	100,000.00	-	-	100,000.00
4242209106	Dundurn Park Imp	250,000.00	-	-	250,000.00
4242209107	Churchill Park Stairs	180,000.00	-	-	180,000.00
4242209108	Ward 1 Speed Cushions	42,000.00	-	-	42,000.00
4242209109	Ward 1 Complete Streets	150,000.00	-	-	150,000.00
4401056127	Churchill Park-Soccer Field & MP	2,398,059.12	2,279,235.59	-	118,823.53

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Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
4402156117	Victoria Prk Spray Pad Replace	1,100,000.00	328,251.11	-	771,748.89
4661717124	2017 On Street Bike Facilities	379,361.17	460,627.27	-	(81,266.10)
4901951900	Electric Charging Stations	507,000.00	466,707.55	-	40,292.45
GRAND TOTAL		10,417,904.39	4,892,603.59	-	5,525,300.80

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

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Detailed Record of All Ongoing Projects From Reserve
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Reserve Number: 108052
Reserve Name: Ward 2 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3301909200	Ward 2 Capital Reinvestment	100,000.00	12,783.67	-	87,216.33
3302009200	Ward 2 Capital Reinvestment	100,000.00	3,228.55	-	96,771.45
3302109200	Ward 2 Capital Reinvestment	200,000.00	49,641.81	-	150,358.19
3721949901	Summer's Lane Rehabilitation & Pedestrianization	1,629,000.00	55,793.75	-	1,573,206.25
4241309204	Public Art -Cent Mem Rec Centre - mural	17,500.00	-	-	17,500.00
4241409215	Multicultural Community Centre	112,000.00	-	-	112,000.00
4241509215	Neighbourhood Signage	180,000.00	62,968.35	-	117,031.65
4241609203	PlanLocal Resident Safe Street	65,000.00	52,682.67	-	12,317.33
4241609206	Graffiti Clean-up Cost Share	3,500.00	1,164.64	-	2,335.36
4241809203	AR - Road Surface Treatment (W2 A/R)	240,000.00	-	-	240,000.00
4241809205	George St Pedestrian Proj	27,000.00	20,515.13	-	6,484.87
4241809207	AR - Laneway/Alleyway Maintenance (W2 A/R)	30,000.00	16,436.13	-	13,563.87
4241809208	Safety & Security 226 Rebecca	50,000.00	-	-	50,000.00
4241909206	Claremont Graffiti Removal	149,850.00	-	-	149,850.00
4241909207	Ferguson Graffiti Removal	75,000.00	-	-	75,000.00
4241909212	Shamrock Park Bike Path	112,735.22	85,238.54	-	27,496.68
4241909231	Ward 2 CityHousing Carpet	180,290.00	-	-	180,290.00
4242009208	W2&3 Gen Hosp Alley Bike Path	10,000.00	448.97	-	9,551.03
4242109203	Beasley Nbhd Safety Audit	149,999.00	105,096.41	-	44,902.59
4242109204	Curb Extension - MacNab & Barton	152,000.00	152,075.42	-	(75.42)
4242209201	Simcoe James AR W2	150,000.00	-	-	150,000.00
4242209202	Hughson Wood AR W2	150,000.00	-	-	150,000.00
4242209205	Harbour Front Dr Safety Impr	40,000.00	3,362.13	-	36,637.87
4242209206	John Rebecca Park Security	35,000.00	-	-	35,000.00
4242209207	Street Lighting Pole Replaceme	21,000.00	-	-	21,000.00
4242209209	Ward 2 CHH Contribution	350,000.00	40,000.00	-	310,000.00
4242209210	CHH 95 Hess Roof Railings	150,000.00	-	-	150,000.00
4661717124	2017 On Street Bike Facilities	379,361.17	460,627.27	-	(81,266.10)
4901951900	Electric Charging Stations	507,000.00	466,707.55	-	40,292.45
GRAND TOTAL		5,366,235.39	1,588,770.99	-	3,777,464.40

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

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Reserve Number: 108053
Reserve Name: Ward 3 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3301909300	Ward 3 Capital Reinvestment	100,000.00	31,078.18	-	68,921.82
3302009300	Ward 3 Capital Reinvestment	100,000.00	-	-	100,000.00
3302109300	Ward 3 Capital Reinvestment	150,001.00	25,091.45	-	124,909.55
4241409341	Pipeline Master Trail Plan	1,438,000.00	576,270.05	-	861,729.95
4241709301	Memorial School Playground	150,000.00	-	-	150,000.00
4241809306	CityHousing-1stPlace&Sanford	200,000.00	-	-	200,000.00
4241809310	77 Gage Redevelopment Study	250,000.00	85,800.00	-	164,200.00
4241809311	77 Gage Community Hub	750,000.00	19,451.39	-	730,548.61
4241909309	Barton Library IPS	400,000.00	227,009.02	-	172,990.98
4242009208	W2&3 Gen Hosp Alley Bike Path	10,000.00	448.97	-	9,551.03
4242009306	W3 Complete St Enhancement	149,999.00	91,154.94	-	58,844.06
4242109308	430 Cumberland Ave Fence	95,000.00	-	-	95,000.00
4242109309	430 Cumberland Ave Cameras	25,000.00	19,309.00	-	5,691.00
4242109310	Woodlands Spraypad	710,000.00	156,019.60	-	553,980.40
4242209301	Woodlands Park Improvement	80,000.00	83,736.12	-	(3,736.12)
4242209302	W3 Complete Streets Impl	450,000.00	85,567.30	-	364,432.70
4401456401	Parkland - Stadium Precinct	16,918,475.00	14,054,976.66	-	2,863,498.34
4901951900	Electric Charging Stations	507,000.00	466,707.55	-	40,292.45
GRAND TOTAL		22,483,475.00	15,922,620.23	-	6,560,854.77

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

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Reserve Number: 108054
Reserve Name: Ward 4 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3301609400	Ward 4 Capital Reinvestment	100,000.00	98,746.60	-	1,253.40
3302109400	Ward 4 Capital Reinvestment	150,000.00	21,472.02	-	128,527.98
4031919115	Delena / Beland / Dunsmure	1,610,000.00	1,174,389.79	-	435,610.21
4242009404	RT Steel Park Redev	60,000.00	8,112.32	-	51,887.68
4242009407	McQuesten Farm Walkway	230,000.00	162,551.74	-	67,448.26
4242109402	Kenilworth Traffic Crl Beaut	25,000.00	9,321.24	-	15,678.76
4242109404	Kenilwrth Trf Crcl Beaut	275,000.00	-	-	275,000.00
4242209401	City Motor Hotel	150,000.00	-	-	150,000.00
4242209402	Montgomery Park Backboards	6,000.00	3,052.81	-	2,947.19
4401756706	Roxborough Park ReDev & Design	1,091,000.00	64,028.18	-	1,026,971.82
4401956904	Andrew Warburton Memorial Park	2,260,000.00	2,002,261.73	-	257,738.27
4402156119	RT Steele Park	500,000.00	419,564.92	-	80,435.08
4901951900	Electric Charging Stations	507,000.00	466,707.55	-	40,292.45
GRAND TOTAL		6,964,000.00	4,430,208.90	-	2,533,791.10

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

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Reserve Number: 108055
Reserve Name: Ward 5 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3302109500	Ward 5 Capital Reinvestment	200,000.00	638.75	-	199,361.25
4241609502	Veever's Estate Capital Grant	25,000.00	-	-	25,000.00
4241609505	Food Centre Pilot Project	680,000.00	420,000.00	-	260,000.00
4241709506	Vienna Orchards Sidewalk	84,000.00	10,146.87	-	73,853.13
4242109503	Father Sean O'Sullivan Park	210,000.00	-	-	210,000.00
4242109505	Red Hill Neighbourhood Park	100,000.00	6,086.03	-	93,913.97
4242109506	Oakland-Kentley to Ellingwood	590,000.00	252,076.97	-	337,923.03
4242209501	Veevers Park Fencing	42,000.00	-	-	42,000.00
GRAND TOTAL		1,931,000.00	688,948.62	-	1,242,051.38

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

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Reserve Number: 108056
Reserve Name: Ward 6 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3301909600	Ward 6 Capital Reinvestment	126,612.62	134,202.63	-	7,590.01
3302009600	Ward 6 Capital Reinvestment	100,000.00	13,996.33	-	86,003.67
3302109600	Ward 6 Capital Reinvestment	200,000.00	28,155.78	-	171,844.22
4241809604	AR - Up Gage - 7th to Concession (W6 A/R)	1,010,000.00	887,902.20	-	122,097.80
4242109604	Traffic Calming W6 various	259,200.00	145,140.26	-	114,059.74
4242109605	Anchor Road	230,000.00	74,704.69	-	155,295.31
4242109606	Dynamic Speed Signs Ward 6	57,000.00	-	-	57,000.00
4242109608	W6 Speed Signs - Limeridge Rd	19,000.00	-	-	19,000.00
4242209601	Eaglewood Dr Speed Cushions	14,000.00	5,727.48	-	8,272.52
4242209603	Ward 6 Transit Shelters	60,000.00	-	-	60,000.00
4242209604	Broker Dr Traffic Calming	18,000.00	-	-	18,000.00
4242209605	Royal Vista Speed Cushions	14,000.00	-	-	14,000.00
4401356300	RE1300	12,786,000.00	27,745.90	-	12,758,254.10
4402149101	Prk Pthwy Resurfacing Prgrm	569,054.04	355,265.26	-	213,788.78
4402152600	Plygrnd Life Replace Prgrm	1,183,327.69	433,484.17	-	749,843.52
4402156124	Mtn Drive Park Redevelopment	300,000.00	104,857.59	-	195,142.41
4402249900	Mohawk Sports Park Track Impr	140,000.00	91,441.35	-	48,558.65
7101854605	Sackville Hill Exp	100,000.00	97,570.62	-	2,429.38
GRAND TOTAL		17,186,194.35	2,400,194.26	-	14,801,180.11

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

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Reserve Number: 108057
Reserve Name: Ward 7 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3302109700	Ward 7 Capital Reinvestment	200,000.00	9,636.32	-	190,363.68
4241909701	Hill Park Pickleball Court	415,000.00	212,657.43	-	202,342.57
4242009701	AR - Eastmount Nbhd	2,720,000.00	912,165.33	-	1,807,834.67
4242109701	Inch Park Play Structure	150,000.00	4,380.78	-	145,619.22
4242109704	460 Concession Playground	175,000.00	-	-	175,000.00
4242209702	Eastmount Park Pathway	90,000.00	73,361.90	-	16,638.10
4242209704	East 26 Speed Cushions	14,000.00	5,894.48	-	8,105.52
4242209705	Ward 7 Play Structures	875,000.00	-	-	875,000.00
4242209706	W7 Speed Cushions	42,000.00	39,585.62	-	2,414.38
4242209707	Thorner Park Improvements	350,000.00	-	-	350,000.00
4242209708	Thorner Park Study	150,000.00	-	-	150,000.00
4242209709	Thorner Park Pathway	150,000.00	-	-	150,000.00
4401656603	Sam Lawrence Park	625,354.07	449,679.53	-	175,674.54
4402156124	Mtn Drive Park Redevelopment	300,000.00	104,857.59	-	195,142.41
7101854605	Sackville Hill Exp	100,000.00	97,570.62	-	2,429.38
GRAND TOTAL		6,356,354.07	1,909,789.60	-	4,446,564.47

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

CITY OF HAMILTON
Detailed Record of All Ongoing Projects From Reserve
as of December 31, 2022

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Reserve Number: 108058
Reserve Name: Ward 8 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3302009800	Ward 8 Capital Reinvestment	100,000.00	56,822.90	-	43,177.10
3302109800	Ward 8 Capital Reinvestment	43,641.31	29,302.83	-	14,338.48
4241809801	GarthReservoir-WillmConnell Prk	802,000.00	547,372.07	-	254,627.93
4242009805	Recreational Facility Repairs	100,000.00	66,474.10	-	33,525.90
4242009806	Complete Streets Report W8	149,999.00	137,905.43	-	12,093.57
4242109806	Buchanan Pathway Lighting	180,000.00	102,445.83	-	77,554.17
4242109808	Keddy Trail Public Art	180,000.00	68,888.97	-	111,111.03
4242209801	AR - Lynbrook Miami	750,000.00	586,107.89	-	163,892.11
4242209802	Newlands Park Fitness Equip	120,000.00	97,605.71	-	22,394.29
4242209804	Wheelchair Accessible Swing	60,000.00	-	-	60,000.00
4242209806	Ward 8 Traffic Calming	553,000.00	123,206.20	-	429,793.80
4242209807	Melville Bailey Park Alley	69,000.00	46,603.31	-	22,396.69
4242209808	Ward 8 Play Structures	675,000.00	-	-	675,000.00
4242209809	CHH Waste Dumpsters	270,387.50	17,115.78	-	253,271.72
4242209810	Park Pathway Improvements	60,000.00	-	-	60,000.00
4242209811	Captain Cornelius Park	24,000.00	-	-	24,000.00
4401656603	Sam Lawrence Park	625,354.07	449,679.53	-	175,674.54
4402056008	Southam Park Master Plan	185,778.89	90,533.76	-	95,245.13
4402156002	Ryckman's Park Pathway	102,000.00	84,497.45	-	17,502.55
4402256203	Gourley Park Spray Pad Redevel	585,000.00	7,777.58	-	577,222.42
4901951900	Electric Charging Stations	507,000.00	466,707.55	-	40,292.45
7101654802	William Connell Park Washroom Facility	4,485,200.00	3,925,756.61	-	559,443.39
GRAND TOTAL		10,627,360.77	6,904,803.50	-	3,722,557.27

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

CITY OF HAMILTON
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Reserve Number: 108064
Reserve Name: Ward 14 - Capital Infrastructure

Project ID	Project Description	Approved Budget	Actual Expenditures	PO Commitments	Available Balance
		(a)	(b)	(c)	(d) = (a) - (b) - (c)
		\$	\$	\$	\$
3302109014	Ward 14 Capital Reinvestment	200,000.00	8,280.73	-	191,719.27
4241909146	Transit Shelter Wingfield PI	15,000.00	9,341.59	-	5,658.41
4242109142	W14 Complete St Enhancement	300,000.00	32,839.71	-	267,160.29
4242209141	Garrow-Garth to Cranbrook	1,100,000.00	-	-	1,100,000.00
4242209142	Carpenter Park Surfacing	75,000.00	-	-	75,000.00
4401856811	Cross of Lorraine-Restoration	10,000.00	-	-	10,000.00
GRAND TOTAL		1,700,000.00	50,462.03	-	1,649,537.97

Note: Detailed record includes all ongoing projects that were funded from the reserve on or before December 31, 2022

Area Rating Special Capital Re-Investment Fund
 Discretionary Spending Wards 1-8 Ward 14
 As of December 31, 2022

Ward 1 Discretionary Spending

Description	2020			
	Funding	Expenses	Committed	YE Balance
3302009100 - Ward 1 Capital Reinvestment	100,000.00			
Glenside Pathway Pedestrian Lighting Improvements (4242109102)			46,888.80	
Westdale Theatre Project Deficit - Sept 2021 Closing Report		11,626.10		
Ainslie Wood Community Sign Project		4,094.05		
Victoria Park Multi Use Court Improvements		19,497.17	15,502.83	
Westdale BIA Lighting		16,185.10		
Balance	\$ 100,000.00	\$ 51,402.42	\$ 62,391.63	-\$ 13,794.05

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109100 - Ward 1 Capital Reinvestment	100,000.00			
Locke Street Business Improvement Area Hydro Poles		5,000.00		
Locke Street Business Improvement Area Pedestrianization		7,000.00		
Tree Giveaway - Hamilton Naturalists Club		3,038.00	1,262.00	
Locke Street BIA Lighting		20,000.00		
Westdale BIA Lighting		3,814.90		
Balance	\$ 100,000.00	\$ 38,852.90	\$ 1,262.00	\$ 59,885.10

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109100 - Ward 1 Capital Reinvestment	100,000.00			
Balance	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Total Uncommitted Balance as of December 31, 2022

\$ 146,091.05

**Area Rating Special Capital Re-Investment Fund
Discretionary Spending Wards 1-8 Ward 14
As of December 31, 2022**

Ward 2 Discretionary Spending

Description		2019			
		Funding	Expenses	Committed	YE Balance
3301909200 - Ward 2 Capital Reinvestment		100,000.00			
Gord Thompson Corner			131.24		
Stinson Community Association			300.00		
Gore Park Nativity Repair/Replacement			4,352.43		
Boys & Girls Club			8,000.00		
ESTIMATED FUNDS TO BE RETURNED TO RESERVE #108052	Note 1		87,216.33		
Balance		\$ 100,000.00	\$ 100,000.00	\$ -	\$ -

Description		2020			
		Funding	Expenses	Committed	YE Balance
3302009200 - Ward 2 Capital Reinvestment		100,000.00			
CHH - 155 Park St S Kitchen			3,228.55		
226 Rebecca Community Room High Efficiency Window Replacement				16,046.00	
226 Rebecca Protective Fence				8,350.00	
Balance		\$ 100,000.00	\$ 3,228.55	\$ 24,396.00	\$ 72,375.45

Description		2021			
		Funding	Expenses	Committed	YE Balance
3302109200 - Ward 2 Capital Reinvestment		100,000.00			
Sidewalk widening - Cannon St. E., between Elgin St. and Ferguson Ave.			31,598.18		
Private Tree Giveaway			490.00		
James Street North Boulevard Conversion & Street Tree Planting			17,553.63	18,146.37	
Balance		\$ 100,000.00	\$ 49,641.81	\$ 18,146.37	\$ 32,211.82

Description		2022			
		Funding	Expenses	Committed	YE Balance
3302109200 - Ward 2 Capital Reinvestment		100,000.00			
Balance		\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Total Uncommitted Balance as of December 31, 2022

\$ 204,587.27

Note 1: After three years, if the funding is not spent the Discretionary project is closed and any remaining funding is returned to the Area Rating Reserve per the Capital Closing Policy (Report FCS09083(a)).

Area Rating Special Capital Re-Investment Fund
Discretionary Spending Wards 1-8 Ward 14
As of December 31, 2022

Ward 3 Discretionary Spending

Description		2019			
		Funding	Expenses	Committed	YE Balance
3301909300 - Ward 3 Capital Reinvestment		100,000.00			
Woodland Park Public Art				2,500.00	
30 Sanford Washroom Key Card				15,000.00	
Gage Park- Tools and Bikes			5,000.00		
Memorial Bench- Gage Park			1,550.00		
WIFI- Gage Park				1,500.00	
CityHousing Maintenance Wall			8,918.70		
Bernie Morelli Rec Centre Public Art				3,000.00	
J.C. Beamer Park Low Wall Rebuild				10,500.00	
Commemorative Tree & Plaque - Holly Clark			1,000.00		
Replacement Trees City Housing Hamilton			5,759.63		
Legal Street Art Wall at Woodlands Park			8,849.85	11,150.15	
ESTIMATED FUNDS TO BE RETURNED TO RESERVE #108053	Note 1		25,271.67		
Balance		\$ 100,000.00	\$ 56,349.85	\$ 43,650.15	\$ -

Description		2020			
		Funding	Expenses	Committed	YE Balance
3302009300 - Ward 3 Capital Reinvestment		100,000.00			
Balance		\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Description		2021			
		Funding	Expenses	Committed	YE Balance
3302109300 - Ward 3 Capital Reinvestment		100,000.00			
430 Cumberland Playground				20,000.00	
Community Safety & Complete Streets Report (4242009306)			49,999.00		
Private Tree Giveaway			1,916.25	798.75	
Community Garden Bobcat Rental				500.00	
Balance		\$ 100,000.00	\$ 51,915.25	\$ 21,298.75	\$ 26,786.00

Description		2022			
		Funding	Expenses	Committed	YE Balance
3302109300 - Ward 3 Capital Reinvestment		100,000.00			
Powell Park Improvements			17,299.24	5,700.76	
Commemorative Park Bench and Tree Program				1,600.00	
Bernie Morelli Berm Removal				32,500.00	
Balance		\$ 100,000.00	\$ 17,299.24	\$ 39,800.76	\$ 42,900.00

Total Uncommitted Balance as of December 31, 2022

\$ 169,686.00

Note 1: After three years, if the funding is not spent the Discretionary project is closed and any remaining funding is returned to the Area Rating Reserve per the Capital Closing Policy (Report FCS09083(a)).

Area Rating Special Capital Re-Investment Fund
 Discretionary Spending Wards 1-8 Ward 14
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Ward 4 Discretionary Spending

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109400 - Ward 4 Capital Reinvestment	100,000.00			
City Motor Hotel Sign (4242209401)			50,000.00	
Montgomery Park Controller		8,193.83	1,806.17	
City Housing Video Equipment		7,083.02		
Balance	\$ 100,000.00	\$ 15,276.85	\$ 51,806.17	\$ 32,916.98

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109400 - Ward 4 Capital Reinvestment	100,000.00			
Ward 4 Neighbourhood Signs		6,195.17	13,804.83	
Balance	\$ 100,000.00	\$ 6,195.17	\$ 13,804.83	\$ 80,000.00

Total Uncommitted Balance as of December 31, 2022

\$ 112,916.98

Area Rating Special Capital Re-Investment Fund
 Discretionary Spending Wards 1-8 Ward 14
 As of December 31, 2022

Ward 5 Discretionary Spending

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109500 - Ward 5 Capital Reinvestment Private Tree Giveaway	100,000.00	638.75		
Balance	\$ 100,000.00	\$ 638.75	\$ -	\$ 99,361.25

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109500 - Ward 5 Capital Reinvestment	100,000.00			
Balance	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Total Uncommitted Balance as of December 31, 2022

\$ 199,361.25

**Area Rating Special Capital Re-Investment Fund
Discretionary Spending Wards 1-8 Ward 14
As of December 31, 2022**

Ward 6 Discretionary Spending

Description	2019			
	Funding	Expenses	Committed	YE Balance
3301909600 - Ward 6 Capital Reinvestment	100,000.00			
Appropriation from 4241709603	73,612.62			
Bench/Plaque - M. Vecchioni		1,550.00		
Palmer Speed Cushions		4,500.00		
Appliance R&R		435.05		
Royal Vista - Appropriation Transfer APPR 19-159		47,000.00		
Speed Cushions on Eleanor Drive		24,300.00		
Speed Cushions on Rendell Boulevard		19,440.00		
Traffic islands for beautification at Upper Gage and the Lincoln M. Alexander Parkway		44,977.75		
Carpet Replacement - 1100 Limeridge		38,999.83		
ESTIMATED DEFICIT TO BE FUNDED ON FUTURE CLOSING REPORT	7,590.01			
Balance	\$ 181,202.63	\$ 181,202.63	\$ -	\$ -

Description	2020			
	Funding	Expenses	Committed	YE Balance
3302009600 - Ward 6 Capital Reinvestment	100,000.00			
Rymal & Derby Bus Stop		7,300.00	700.00	
Lisgar Park Security Enhancements		6,696.33	13,303.67	
Huntington Facilities Study (7102055004)			100,000.00	
Balance	\$ 100,000.00	\$ 13,996.33	\$ 114,003.67	-\$ 28,000.00

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109600 - Ward 6 Capital Reinvestment	100,000.00			
801 Upper Gage Floor Replacements		24,006.00		
1100 Limeridge East Window Cleaning		2,289.60		
CHH No Dumping Signs		1,860.18		
Balance	\$ 100,000.00	\$ 28,155.78	\$ -	\$ 71,844.22

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109600 - Ward 6 Capital Reinvestment	100,000.00			
Balance	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Total Uncommitted Balance as of December 31, 2022

\$ 143,844.22

Note 1: After three years, if the funding is not spent the Discretionary project is closed and any remaining funding is returned to the Area Rating Reserve per the Capital Closing Policy (Report FCS09083(a)).

Area Rating Special Capital Re-Investment Fund
 Discretionary Spending Wards 1-8 Ward 14
 As of December 31, 2022

Ward 7 Discretionary Spending

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109700 - Ward 7 Capital Reinvestment	100,000.00			
Private Tree Giveaway		2,493.43		
Digital Speed Signs		7,142.89	12,857.11	
Softball League User Fees			1,200.00	
Balance	\$ 100,000.00	\$ 9,636.32	\$ 14,057.11	\$ 76,306.57

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109700 - Ward 7 Capital Reinvestment	100,000.00			
Balance	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Total Uncommitted Balance as of December 31, 2022

\$ 176,306.57

**Area Rating Special Capital Re-Investment Fund
Discretionary Spending Wards 1-8 Ward 14
As of December 31, 2022**

Ward 8 Discretionary Spending

Description	2020			
	Funding	Expenses	Committed	YE Balance
3302009800 - Ward 8 Capital Reinvestment	100,000.00			
Wind Wrap - William Connel Park - Pickleball and Tennis Courts			4,000.00	
School Tree Planting- HWDSB			27,000.00	
School Tree Planting - HWCDSB		56,822.90	12,177.10	
Balance	\$ 100,000.00	\$ 56,822.90	\$ 43,177.10	\$ -

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109800 - Ward 8 Capital Reinvestment	100,000.00			
William Connell Park WiFi - Canada Healthy Communities Initiative		19,451.46	548.54	
William Connell Park - Fence		8,711.66		
School Tree Planting - HWCDSB			1,200.00	
T.Melville Bailey Park Community Garden			9,000.00	
Upper James Floral Planters		1,139.71		
Gourley Park Spray Pad Redevelopment (4402256203)			51,654.40	
Balance	\$ 100,000.00	\$ 29,302.83	\$ 62,402.94	\$ 8,294.23

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109800 - Ward 8 Capital Reinvestment	100,000.00			
Gourley Park Spray Pad Redevelopment (4402256203)			99,704.29	
Softball League User Fees			500.00	
Captain Cornelius Park (4242209811)			5,000.00	
Balance	\$ 100,000.00	\$ -	\$ 105,204.29	-\$ 5,204.29

Total Uncommitted Balance as of December 31, 2022

\$ 3,089.94

Area Rating Special Capital Re-Investment Fund
 Discretionary Spending Wards 1-8 Ward 14
 As of December 31, 2022

Ward 14 Discretionary Spending

Description	2021			
	Funding	Expenses	Committed	YE Balance
3302109014 - Ward 14 Capital Reinvestment	100,000.00			
Speed cushions - Cranbrook Drive		8,280.73		
Balance	\$ 100,000.00	\$ 8,280.73	\$ -	\$ 91,719.27

Description	2022			
	Funding	Expenses	Committed	YE Balance
3302109014 - Ward 14 Capital Reinvestment	100,000.00			
Balance	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00

Total Uncommitted Balance as of December 31, 2022 **\$ 191,719.27**

CITY OF HAMILTON
Ward Specific Non Property Tax Revenue
As of December 31, 2022

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Ward 2 Non Property Tax Revenue	
3301609602 - Ward 2 Revenue Projects	Amount (\$)
Revenue	
Eptcon - One time fee	42,600.00
28 York Rd - 2017	20,600.00
28 York Rd - 2017	1,000.00
28 York Rd Transfer to Ward Specific Revenue Project	7,840.00
28 York Rd - 2018	22,218.00
28 York Rd - 2019	22,854.54
28 York Rd - 2020	18,200.18
28 York Rd - 2021	23,510.18
28 York Rd - 2022	24,510.18
	183,333.08
Expenses	
Funding for Beasley Park	(76,475.00)
Corktown Grant	(6,500.00)
Winter Soltice Grant	(6,500.00)
Care Share Fair	(1,500.00)
Winter Soltice Grant	(6,500.00)
Together in Dance	(7,000.00)
Downtown Hamilton Business	(4,847.70)
Safety Lighting, MacNab Street Tunnel	(1,331.62)
Acrylic Backboards in Ward 2 Parks	(12,211.22)
	(122,865.54)
Total Available	60,467.54

3301809602 - Ward 2- Hydro One Contract	Amount (\$)
Revenue	
Hydro - One time fee	11,500.00
Hydro - 2016	25,000.00
Hydro - 2017	25,750.00
Hydro - 2018	25,750.00
Hydro One - 2019	27,318.18
Hydro One - 2020	28,137.73
Hydro - Adjustment	772.50
	144,228.41
Expenses	
License Agreement Fee	(1,500.00)
License Agreement Fee Correction	(5,715.00)
Real Estate Fees	(1,750.00)
Eptcon - Admin Fee	(1,750.00)
	(10,715.00)
Total Available	133,513.41

CITY OF HAMILTON
Ward Specific Non Property Tax Revenue
As of December 31, 2022

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Ward 3 Non-Property Tax Revenue	
3301609603 - Ward 3 Revenue Projects	Amount (\$)
Revenue	
1089 King St Transfer to Ward Specific Revenue Project	155,208.52
75 Balsam - 2016	28,138.00
75 Balsam - 2017	28,982.14
75 Balsam - 2018	29,851.60
75 Balsam - 2019	30,747.15
75 Balsam - 2020	31,669.57
75 Balsam - 2021	32,619.66
75 Balsam - 2022	34,606.19
	371,822.83
Expenses	
Tragically Hip Concert approved by Council July 8th	(22,151.79)
THE HAMILTON NATURALISTS' CLUB	(500.00)
HARRRP	(750.00)
BLOOMS OF AFRICA	(1,000.00)
DELIGHT FESTIVAL	(1,000.00)
EMPOWER STRATEGY GROUP	(1,000.00)
KEITH NEIGHBOURHOOD HUB PLANNING TEAM	(1,000.00)
CLUB 30	(1,500.00)
PRINCE OF WALES ELEMENTARY SCHOOL	(1,500.00)
CROWN POINT GARDEN CLUB	(200.00)
THE BRIDGE	(1,000.00)
AFRO CANADIAN CARIBBEAN ASSOCIATION	(1,000.00)
HARRRP SEWING GROUP	(1,000.00)
COMMUNITY MURAL PROJECT	(1,000.00)
GALA PLANNING TEAM	(1,000.00)
GALA PLANNING TEAM	(1,000.00)
PHOENIX AIKIDO MAT PROJECT	(1,000.00)
CENTRE FRANCAIS HAMILTON INC.	(1,500.00)
HAMILTON IRONMEN FOOTBALL	(1,500.00)
OTTAWA STREET BIA	(350.00)
FIRST PLACE REPRESENTATIVES ORGANIZATION	(717.00)
CROWN POINT YOUTH SOCCER	(1,000.00)
HAMILTON YOUTH POETS	(1,000.00)
BRANCHES OF NATIVE DEVELOPMENT	(1,500.00)
COMMUNITY MURAL PROJECT	1,000.00
MOUNT HAMILTON HORTICULTURAL SOCIETY	(500.00)
THE FACTORY MEDIA CENTRE	(700.00)
SCOTT PARK BASEBALL ASSOCIATION	(1,000.00)
EVA ROTHWELL RESOURCE CENTRE	(1,000.00)
THE GERMANIA CLUB OF HAMILTON	(1,500.00)
ROSELAWN LAWN BOWLING CLUB	(2,500.00)
CATHEDRAL HIGH SCHOOL	(2,601.90)
LUCY DAY MURAL	(1,000.00)
2017 FESTIVAL OF FRIENDS	(3,421.02)
KIWANIS CLUB OF HAMILTON INC.	(1,000.00)
ST BRIGID CATHOLIC ELEMENTARY SCHOOL	(1,500.00)
FRIENDS OF ST JOHN PLACE TENANTS' ASSOC.	(700.00)

CITY OF HAMILTON
Ward Specific Non Property Tax Revenue
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Ward 3 Non-Property Tax Revenue	
3301609603 - Ward 3 Revenue Projects	Amount (\$)
COMPASS POINT BIBLE CHURCH	(1,000.00)
NORTH CENTRAL COMMUNITY ASSOCIATION	(710.00)
ST MATTHEW'S HOUSE	(1,000.00)
STUDENTS IN RESPONSE TO THE TRC	(2,500.00)
MCMASTER INDIGENOUS STUDENT	(5,000.00)
NEIGHBOUR TO NEIGHBOUR CENTRE	(140.00)
COMMUNITY CORN	(350.00)
PUMPKIN PROWL	(1,000.00)
WINTER SOLSTICE FEST	(1,000.00)
GAGE PARK WIFI	(22,544.22)
MCMASTER INDIGENOUS STUDENT SERVICES	(1,000.00)
HAMILTON AERIAL GROUP	(1,000.00)
HAMILTON JEWISH NEWS C/O	(1,000.00)
GREEN VENTURE	(1,000.00)
BROCK UNIVERSITY	(1,500.00)
ROTARY CLUB OF HAMILTON	(1,500.00)
CL GREEN-CG KINDESS AWARDS 18	(1,000.00)
CLR GREEN-C.G. TRANS JOB FAIR	(1,000.00)
CLUB 30	(1,000.00)
MICAH HOUSE REFUGEE RECEPTION SERVICES	(1,000.00)
EVA ROTHWELL RESOURCE CENTRE	(1,500.00)
L'ARCHE HAMILTON	(2,500.00)
THE BLACK HISTORY COMMITTEE	(1,500.00)
Payment of Rental Contract # 8	(1,244.40)
Correct AP00479432 Ln 152, to	(1,000.00)
ERICH'S CUPBOARD	(1,000.00)
HAMILTON BLACK HISTORY COMMITTEE	(500.00)
HAMILTON HURRICANES FOOTBALL CLUB	(1,000.00)
SEXUAL ASSAULT CENTRE	(1,000.00)
EAGLEWORLDWIDE COMMUNITY ENRICHMENT	(1,500.00)
FIRST PLACE REPRESENTATIVES ORGANIZATION	(1,500.00)
GURSIKH SANGAT HAMILTON	(2,000.00)
CG PEACE IN CIVIL SOCIETY	(1,500.00)
CG JEWISH FEDERATION 18	(1,000.00)
CLR GREEN-FREEDOM ARTS FESTIVA	(1,000.00)
CLR GREEN-STRAWBERRY THUNDER	(1,000.00)
COUNCILLOR GREEN-GERMANIA CLUB	(1,000.00)
Senior Art Program Motion 7.8	(1,000.00)
CLR GREEN-DAY FOR ELIMINATION	(1,500.00)
CLR GREEN-PEACE4 HAMILTON	(1,000.00)
CLR GREEN-GRANT MACAFRICANS	(1,500.00)
ST. PATRICK CES (FAP)	(1,000.00)
GAGE PARK SOFTBALL ASSOCIATION	(1,000.00)
LUSO SUPPORT CENTRE	(1,000.00)
THE HAMILTON DIALOGUES	(1,000.00)
CROWN POINT YOUTH SOCCER	(1,000.00)
HARRRP	(1,000.00)
BRANCHES OF NATIVE DEVELOPMENT	(1,500.00)
RECOVERY AWARENESS DAY HAMILTON	(1,000.00)
OTTAWA STREET BIA	(1,000.00)

CITY OF HAMILTON
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Ward 3 Non-Property Tax Revenue	
3301609603 - Ward 3 Revenue Projects	Amount (\$)
HAMILTON ACORN	(1,500.00)
CLR GREEN-GRANT-PRIDE HAMILTON	(1,500.00)
VARSITY TICATS	(1,500.00)
QUEENS CONNECTED	(300.00)
ACCA PRIDE IN PLACE	(500.00)
PUMPKIN PROWL	(500.00)
SPEQTRUM HAMILTON	(500.00)
CDN POLISH CONGRESS	(1,000.00)
AFRICAN YOUTH GOVERNANCE	(1,700.00)
HAMILTON FILIPINO COMMUNITY CENTRE	(1,500.00)
PRIDE HAMILTON	(3,000.00)
KIWANSIS CLUB- PLAY DAY	(1,500.00)
EVA ROTHWELL RESOURCE CENTRE	(1,500.00)
MODEL CITY HALL HAMILTON	(1,350.00)
BEAUTIFUL ALLEYS	(3,000.00)
GALA PLANNING TEAM	(2,000.00)
Real Estate Admin Fees	(4,295.00)
Let's Get Growing Seed Share Program	(995.00)
BARTON VILLAGE BIA - Stelco Strike Anniversary	(1,500.00)
GALA PLANNING TEAM - Powell Park Garden	(675.00)
Complete Street Enhancement	(100,000.00)
STIRTON TOT LOT	(15,000.00)
ENVIRONMENT HAMILTON	(1,985.00)
Legal Street Art Wall at Woodlands Park	(5,000.00)
Roots to Justice	(5,000.00)
YWCA Hamilton	(3,000.00)
ART GALLERY OF HAMILTON - Breaking Through the Vault	(5,000.00)
	(309,380.33)
Total Available	62,442.50

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Ward 10 Non Property Tax Revenue	
3301609610 - Ward 10 Revenue Projects	Amount (\$)
Revenue	
415 Arvin Ave Transfer to Ward Specific Revenue Project	46,219.67
415 Arvin Ave - 2017	39,065.00
415 Arvin Ave - 2018	40,236.94
415 Arvin Ave - 2019	41,444.05
415 Arvin Ave - 2020	42,687.37
415 Arvin Ave - 2021	42,687.37
415 Arvin Ave - 2022	43,967.99
Sherwood Park (Hwy #8 & Fruitland) Rent - 2022	29,000.00
	325,308.39
Expenses	
Parks Project Manager	(1,450.12)
Edgelake Tennis Park	(54,151.66)
SENIORS OUTREACH SERVICES	(10,000.00)
14-24 Sherwood Park Road	(7,700.00)
Real Estate Admin Fees	(3,847.00)
	(77,148.78)
Total Available	248,159.61

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Ward Specific Non Property Tax Revenue
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Ward 12 Non-Property Tax Revenue	
3301609612 - Ward 12 Revenue Projects	Amount (\$)
Revenue	
Transfer 385 Jerseyville to Ward Specific Revenue Project	129,235.87
385 Jerseyville - Monthly Payment 2016	9,626.19
385 Jerseyville - Monthly Payment 2017	26,965.29
385 Jerseyville - Monthly Payment 2018	32,727.53
385 Jerseyville - Monthly Payment 2019	28,330.39
385 Jerseyville - Monthly Payment 2020	31,678.55
385 Jerseyville - Monthly Payment 2021	32,470.55
385 Jerseyville - Monthly Payment 2022	33,282.37
Total Available	324,316.74

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Ward 13 Non-Property Tax Revenue	
3301609613 - Ward 13 Revenue Projects	Amount (\$)
Revenue	
Miscellaneous Revenues	21,778.43
70 Olympic Monthly Funding - 2016	10,073.42
Dundas Water Tower Funding - 2016	9,198.32
Transfer Dundas Water Tower and 70 Olympic Revenue to Ward Specific Revenue Project	7,778.73
70 Olympic Monthly Funding - 2017	62,973.42
Dundas Water Tower Funding - 2017	44,520.24
Knowles Trust	5,086.99
Dundas Water Tower Funding - 2018	29,275.88
70 Olympic Monthly Funding - 2018	39,258.69
Dundas Water Tower Funding - 2019	30,154.11
70 Olympic Monthly Funding - 2019	40,436.40
Dundas Water Tower Funding - 2020	31,058.73
70 Olympic Monthly Funding - 2020	42,812.82
Dundas Water Tower Funding - 2021	31,990.49
70 Olympic Monthly Funding - 2021	43,506.94
Dundas Water Tower Funding- 2022	32,950.26
70 Olympic Monthly Funding - 2022	44,812.15
To close project 4401556510 - Dundas Valley Highschool Soccer	162,283.79
	689,949.81
Expenses	
Real Estate Fee	(9,054.00)
Heritage Courtyard Project	(20,566.00)
East Rock Garden Project	(5,089.99)
Return to Dundas Reserve	(26,554.07)
Real Estate Fee	(4,527.00)
Dundas Driving Park- Lawn Bowling	(25,000.00)
Memorial Stone Installation	(1,480.61)
Electric Charging Stations - PED18250(b)	(16,000.00)
Bullock's Corners Park Tennis Courts (4242209131)	(150,000.00)
	(258,271.67)
Total Available	431,678.14

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Ward Specific Non Property Tax Revenue
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Ward 15 Non-Property Tax Revenue	
3301609615 - Ward 15 Revenue Projects	Amount (\$)
Revenue	
115 Cole Revenue Transfer to Ward Specific Revenue Project	80,140.63
115 Cole Revenue - 2016	26,922.27
115 Cole Revenue - 2017	27,595.33
115 Cole Revenue - 2018	28,423.19
115 Cole Revenue - 2019	29,284.86
115 Cole Revenue - 2020	30,163.34
115 Cole Revenue - 2021	31,058.80
115 Cole Revenue - 2022	31,990.56
Total Available	285,578.98

Ward 1 Council Priority Minor Improvements (Proj. ID. 4032311601 & 4032111101)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 1	782,550.01			
Staffing Costs		21,386.00		
2021 Sidewalk Repairs		99,725.00		
Miscellaneous Charges - Legal, Print, etc.		1,640.78		
Morden - Locke to Pearl			135,000.00	
Balance	782,550.01	122,751.78	135,000.00	524,798.23

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 1 CCBF	2,000,000.00			
Morden St - Locke St N to Pearl St N			22,065.00	
Miscellaneous Charges - Legal, Print, etc.		103.86		
C15-69-22 H - Kent Street Area & Breadalbane Street Area - Road Resurfacing		554,198.32	835,193.90	
Balance	2,000,000.00	554,302.18	857,258.90	588,438.92

Total Uncommitted Balance as of December 31, 2022 **\$ 1,113,237.15**

Ward 2 Council Priority Minor Improvements (Proj. ID. 4032311602 & 4032111102)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 2	1,429,251.64			
Staffing Costs		21,386.00		
Speed Cushions Ward 2		37,817.41		
Miscellaneous Charges - Legal, Print, etc.		2,405.30		
Durand Neighbourhood		504,884.98	354,677.70	
Balance	1,429,251.64	566,493.69	354,677.70	508,080.25

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 2 CCBF	2,000,000.00			
Balance	2,000,000.00	-	-	2,000,000.00

Total Uncommitted Balance as of December 31, 2022 **\$ 2,508,080.25**

Ward 3 Council Priority Minor Improvements (Proj. ID. 4032311603 & 4032111103)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 3	1,325,790.28			
Staffing Costs		21,386.00		
2021 Concrete Repairs		76,320.15		
2022 Concrete Repairs		48,265.87	27,569.01	
Miscellaneous Charges - Legal, Print, etc.		1,638.20		
Balance	1,325,790.28	147,610.22	27,569.01	1,150,611.05

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 3 CCBF	2,000,000.00			
Barton St Boulevards and Depaving		28,112.60	21,887.00	
Sherman Ave 2-way conversion			74,975.00	
Balance	2,000,000.00	28,112.60	96,862.00	1,875,025.40

Total Uncommitted Balance as of December 31, 2022 **\$ 3,025,636.45**

Ward 4 Council Priority Minor Improvements (Proj. ID. 4032311604 & 4032111104)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 4	1,152,959.70			
Staffing Costs		21,386.00		
2021 Concrete Repairs		838,650.69	13,207.72	
Miscellaneous Charges - Legal, Print, etc.		903.84		
Sidewalk Replacement		117,413.50	132,617.47	
Balance	1,152,959.70	978,354.03	145,825.19	28,780.48

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 4 CCBF	2,000,000.00			
C15-38-22 (M) Concrete Repairs Ward 4		274,752.54		
Fairfield Avenue			28,860.00	
Balance	2,000,000.00	274,752.54	28,860.00	1,696,387.46

Total Uncommitted Balance as of December 31, 2022 **\$ 1,725,167.94**

Ward 5 Council Priority Minor Improvements (Proj. ID. 4032311605 & 4032111105)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 5	1,043,522.93			
Staffing Costs		21,386.00		
Mountain Rd Ditch		88,946.69		
Sidewalks - Valley Dr, Felker Cres and Faircourt Dr		68,179.33		
First St N - south end to Galbraith Dr (C15-44-21)		255,738.91	77,884.59	
Miscellaneous Charges - Legal, Print, etc.		2,479.13		
Pedestrian Pathway in Green Acres Park		276,665.51	-	
Balance	1,043,522.93	713,395.57	77,884.59	252,242.77

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 5 CCBF	2,000,000.00			
Balance	2,000,000.00	-	-	2,000,000.00

Total Uncommitted Balance as of December 31, 2022 **\$ 2,252,242.77**

Ward 6 Council Priority Minor Improvements (Proj. ID. 4032311606 & 4032111106)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 6	1,359,145.76			
Staffing Costs		21,386.00		
Contributions from Developers	71,867.50			
Royal Vista Reconstruction - \$71k from Developer received & \$64k from		115,580.55		
C15-50-20 - New Sidewalk - Rymal - Eva to Upper Sherman		85,279.53	7,565.35	
C15-03-20 - Trenholme Cres, Solomon Cres & Jamie Ann St - Road Resurfacing		86,315.65	1,766.62	
Pedestrian Signal at Moxley and Mohawk		140,874.67	4,488.09	
2020 CONCRETE REPAIRS		101,760.20		
Transfer from Winter Maintenance to reduce deficit		8,135.30		
Miscellaneous Charges - Legal, Print, etc.		1,637.64		
Algonquin & Rowena - shave and pave		89,734.92		
2021 Mountable Curb		124,979.10		
Speed Cushions - Birchview, Gatineau, Rideau, Larch, Princeton and Moxley		46,182.75	35,000.00	
Speed Cushions - Mount Pleasant		16,270.60		
Speed Cushions - Beacon		8,135.30		
Speed Cushion - Moxley		4,067.65		
Speed Cushion - 99 Robson		4,067.65		
Speed Cushions - Rapallo & East 45th		31,674.37		
Speed Cushions - Broker		24,405.90		
Speed Cushions - Organ Crescent		16,270.60		
Speed Cushions - Eaglewood		8,135.30		
New stop controls on Rosewell Street at Rexford Drive			10,000.00	
Speed Cushions - Fernwood Crescent		3,123.48		
Speed Cushion - Dulgaren			14,000.00	
Speed Cushions - Presidio		6,305.48		
Speed Cushions - East 44th		12,321.96		
Speed Cushions - Upper Kenilworth		5,727.48		
2022 Mountable Curbs		112,156.09	9,783.94	
Speed Cushions - Princeton		12,610.96		
Balance	1,431,013.26	1,087,139.13	82,604.00	261,270.13

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 6 CCBF	2,000,000.00			
C15-44-22(H) - Carson, Landron & East 43rd Road Resurfacing		975,923.60	295,948.36	
Balance	2,000,000.00	975,923.60	295,948.36	728,128.04

Total Uncommitted Balance as of December 31, 2022 **\$ 989,398.17**

Ward 7 Council Priority Minor Improvements (Proj. ID. 4032311607 & 4032111107)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 7	1,700,288.90			
Staffing Costs		21,386.00		
2021 Concrete Repairs		83,443.36		
Miscellaneous Charges - Legal, Print, etc.		1,646.93		
Thornor Park Pathways (4242209709)	150,000.00			
Speed Cushion - Berko Avenue (4 speed cushions)			28,000.00	
Speed Cushions - Jeremiah Court (2 speed cushions)			14,000.00	
2022 Mountable Curbs		101,947.34		
Balance	1,550,288.90	208,423.63	42,000.00	1,299,865.27

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 7 CCBF	2,000,000.00			
Upper Wentworth - Mohawk to 130m North of Fennell		757,791.52	452,996.90	
Balance	2,000,000.00	757,791.52	452,996.90	789,211.58

Total Uncommitted Balance as of December 31, 2022 **\$ 2,089,076.85**

Ward 8 Council Priority Minor Improvements (Proj ID. 4032311608 & 4032111108)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 8	1,709,206.24			
Staffing Costs		21,386.00		
2021 Mountable Curb		378,247.26		
Gourley Park Spray Pad (4402256203)	245,000.00			
2022 Sidewalk Replacement		229,855.48	94,120.45	
Rolston Dr - Lynbrook/Miami to Mountbatten - Road Rehabilitation		187,342.54	116,176.21	
Miscellaneous Charges - Legal, Print, etc.		4,472.25		
Balance	1,464,206.24	821,303.53	210,296.66	432,606.05

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 8 CCBF	2,000,000.00			
Balance	2,000,000.00	-	-	2,000,000.00

Total Uncommitted Balance as of December 31, 2022 **\$ 2,432,606.05**

Ward 9 Council Priority Minor Improvements (Proj. ID. 4032311609 & 4032111109)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 9	1,985,798.65			
Staffing Costs		21,386.00		
2021 Sidewalk Repairs - C15-45-21 (M)		829,506.02	6,031.88	
C15-03-21 -Floral Islands - Mud @ Isaac Brock & Mud @ Paramount		120,918.93		
Speed Cushions - Bellagio, Gatestone, Keystone and Showcase		38,008.33		
Miscellaneous Charges - Legal, Print, etc.		1,640.79		
Speed Cushions - Pinehill Dr -Trinity Church & Fletcher (7 speed cushions)		24,000.63		
Ground Water Review - Foxtrot Foxmeadow Drive Preliminary Drainage Study		57,311.70	43,679.64	
2022 Sidewalk Repairs (including inspections)		542,503.82	65,055.67	
Traffic Island Conversion		186,303.90		
Balance	1,985,798.65	1,821,580.12	114,767.19	49,451.34

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 9 CCBF	2,000,000.00			
C15-62-22(HS) - Highland Rd W & Gatestone Dr Road Resurfacing		181,280.55	1,006,940.35	
Balance	2,000,000.00	181,280.55	1,006,940.35	811,779.10

Total Uncommitted Balance as of December 31, 2022 **\$ 861,230.44**

Ward 10 Council Priority Minor Improvements (Proj. ID. 4032311610 & 4032111110)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 10	1,045,129.68			
Staffing Costs		21,386.00		
2021 Sidewalk Repairs		50,880.10		
2022 Sidewalk Repairs		39,686.48		
Transfer to 2016 project		-	11,465.74	
Miscellaneous Charges - Legal, Print, etc.		1,640.78		
Balance	1,045,129.68	102,127.62	-	943,002.06

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 10 CCBF	2,000,000.00			
Balance	2,000,000.00	-	-	2,000,000.00

Total Uncommitted Balance as of December 31, 2022 **\$ 2,943,002.06**

Ward 11 Council Priority Minor Improvements (Proj. ID. 4032311611 & 4032111111)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 11	1,629,744.04			
Staffing Costs		21,386.00		
Speed Cushion Tanglewood, In front of #117		3,647.65		
Fencing Improvements at Fairgrounds Community Park		91,242.72	262,200.00	
Miscellaneous Charges - Legal, Print, etc.		3,443.85		
Balance	1,629,744.04	119,720.22	262,200.00	1,247,823.82

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 11 CCBF	2,000,000.00			
Ward 11 Roads - Culverts		164,274.22	38,567.32	
Installation of New/Existing Sidewalk - Homestead Drive - Ward 11 CCBF		254,871.31	1,200.48	
Homestead Drive Streetlighting Upgrades			149,143.50	
Leeming Rd Works		96,208.39	5,455.78	
Balance	2,000,000.00	515,353.92	194,367.08	1,290,279.00

Total Uncommitted Balance as of December 31, 2022 **\$ 2,538,102.82**

Ward 12 Council Priority Minor Improvements (Proj. ID. 4032311612 & 4032111112)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 12	1,938,902.96			
Staffing Costs		21,386.00		
Ancaster Heights		977,992.44	360,224.63	
Miscellaneous Charges - Legal, Print, etc.		1,850.46		
Balance	1,938,902.96	1,001,228.90	360,224.63	577,449.43

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 12 CCBF	2,000,000.00			
Art Centre - Church parking lot off Sulphur Springs PXO - earmarked			40,000.00	
Art Centre - Church parking lot off Sulphur Springs Sidewalk - earmarked			30,000.00	
Terrence Park Dr, Crestview Ave, Academy St, Golfdale Pl & Church St		408,490.16	621,413.80	
Miscellaneous Charges - Legal, Print, etc.		239.54		
Balance	2,000,000.00	408,729.70	691,413.80	899,856.50

Total Uncommitted Balance as of December 31, 2022 **\$ 1,477,305.93**

Ward 13 Council Priority Minor Improvements (Proj. ID. 4032311613 & 4032111113)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 13	1,567,193.11			
Staffing Costs		21,386.00		
Alma - Shave and Pave		50,880.10		
Road Resurfacing - Ward 13 - Carey St & Freelon Rd		118,451.60		
Carey - South end of Street to Concession 5W - trsf to CCBF		-	1,596.91	
Kirby Ave and Hunts St			161,416.09	
King - Bond St to Brock St - resurfacing (4032119111)	39,600.00			
General inspections, testing, reporting: Parks Pathways		7,628.46		
Miscellaneous Charges - Legal, Print, etc.		1,638.19		
Balance	1,527,593.11	87,679.72	163,013.00	1,276,900.39

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 13 CCBF	2,000,000.00			
Road & Sidewalks - Osler - South St to Grant and East St N - Hunter to York		354,612.78	94,770.26	
Tree Inventory for East St N			1,995.00	
Geotec Investig'n for East St N			48,870.00	
Carey - South end of Street to Concession 5W - trsf from MM		112,304.63		
Miscellaneous Charges - Legal, Print, etc.		244.33		
Balance	2,000,000.00	467,161.74	145,635.26	1,387,203.00

Total Uncommitted Balance as of December 31, 2022 **\$ 2,664,103.39**

Ward 14 Council Priority Minor Improvements (Proj. ID. 4032311614 & 4032111114)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 14	1,567,871.09			
Staffing Costs		21,386.00		
2021 Mountable Curb Program		44,120.68		
2022 Mountable Curb Progeam		54,950.51		
Miscellaneous Charges - Legal, Print, etc.		649.74		
Balance	1,567,871.09	121,106.93	-	1,446,764.16

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 14 CCBF	2,000,000.00			
C15-58-22(H) Falkirk Neighbourhood		1,130,561.35	495,429.00	
Balance	2,000,000.00	1,130,561.35	495,429.00	374,009.65

Total Uncommitted Balance as of December 31, 2022 **\$ 1,820,773.81**

Ward 15 Council Priority Minor Improvements (Proj. ID. 4032311615 & 4032111115)

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 15	1,234,879.35			
Staffing Costs		21,386.00		
Parkside Drive - C15-15-20		379,934.97	36,636.98	
Miscellaneous Charges - Legal, Print, etc.		1,640.78		
Balance	1,234,879.35	402,961.75	36,636.98	795,280.62

Description	Funding	Expenses	Committed	YE Balance
CP Minor Maintenance Ward 15 CCBF	2,000,000.00			
C15-60-22(H) Hamilton St - Dundas St to Silver Crt, Howard Blvd & Thomson Dr			1,081,013.00	
Miscellaneous Charges - Legal, Print, etc.		259.03		
Balance	2,000,000.00	259.03	1,081,013.00	918,727.97

Total Uncommitted Balance as of December 31, 2022 **\$ 1,714,008.59**



INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	Community Benefits Charges Reserve Status Report as of December 31, 2022 (FCS23054) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Alex Di Domenico (905) 546-2424 Ext. 1434
SUBMITTED BY:	Mike Zegarac General Manager, Finance and Corporate Services Corporate Services Department
SIGNATURE:	

COUNCIL DIRECTION

Not Applicable

INFORMATION

As per the requirements of the *Planning Act, 1990*, as amended, an annual report of the Community Benefits Charges (CBC) Reserve activity must be provided to Council. The CBC Reserve Status Report is the “Special account, report” as outlined in the *Planning Act, 1990*, as amended, which must be made available to the public.

The CBC Reserve receives revenues assessed under Section 37 of the *Planning Act, 1990*, as amended. These funds are “to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies.”

The City passed the CBC By-law 22-158 on June 16, 2022, with an effective date of September 18, 2022.

**SUBJECT: Community Benefits Charges Reserve Status Report as of
December 31, 2022 (FCS23054) (City Wide) – Page 2 of 4**

In its first year, the 2022 CBC special account balance was \$15.6 M. The balance includes \$15.4 M of funds transferred from the Airport and Parking development charges (DC) reserves due to CBC legislation removing eligibility of these services from DC collection over to the newly created CBC regime. The balance also includes \$179,200 collected since the enactment of the CBC By-law on September 18, 2022 for two developments. Capital expenditures out of this reserve were nil.

The unaudited year-end CBC Reserve balance is \$15.6 M, as outlined in Table 1.

**Table 1
Community Benefits Charges Reserve
For the year ended December 31, 2022**

Beginning Balance	\$0.00
Revenues:	
Interest Income on Special Account	0.00
Community Benefits Charges Fee	179,200.00
Transfer from Airport/Parking DC Reserves	<u>15,423,201.11</u>
Total Revenues	\$15,602,401.11
 Expenditures	 \$0.00
 Ending Balance	 \$15,602,401.11

The CBC revenues were collected through Section 37 of the *Planning Act, 1990*, as amended, which are imposed “to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies.”

The City established Reserves Community Benefits Charge Reserve Fund (110500) and Development Charges – Community Benefits Charge Transition Reserve Fund (110501) through Report FCS22015(b) which together form the special account as required by the *Planning Act, 1990*, as amended. Council will approve spending from the CBC Reserve through individual Council reports, motions or the annual Tax Supported Capital Budget. \$873 K was approved through the City’s 2023 Tax Capital Budget process.

As per the regulations of the *Planning Act, 1990*, as amended, an annual report regarding the CBC Reserve activity must be provided to Council and made available to the public.

**SUBJECT: Community Benefits Charges Reserve Status Report as of
December 31, 2022 (FCS23054) (City Wide) – Page 3 of 4**

The “Special account, report” for the CBC Reserve should include the following information for the preceding year, as per the requirements of the *Planning Act, 1990*, Regulation 509/20 (7):

- (a) Statements of the opening and closing balances of the special account and of the transactions relating to the account;
- (b) Statements identifying,
 - (i) facilities, services and matters acquired during the year with funds from the special account,
 - (ii) details of the amounts spent, and
 - (iii) for each facility, service or matter mentioned in subparagraph (i), the manner in which any capital cost not funded from the special account was or will be funded;
- (c) The amount of money borrowed from the special account and the purpose for which it was borrowed;
- (d) The amount of interest accrued on any money borrowed from the special account.

Each calendar year, municipalities are required to spend or allocate a minimum of 60 percent of the funds in the account at the beginning of the year. By December 31, 2022, the CBC balance was \$15.6 M and there was \$873 K approved for 2023 capital projects through the City’s 2023 Tax Capital Budget process. The 60 percent allocation requirement will be addressed through the 2024 Tax Capital Budget process which is anticipated to be adopted prior to the end of 2023.

A review of the City’s 10 Year Tax Capital Forecast will be undertaken as part of the 2024 Tax Capital Budget process and based on eligibility criteria, capital projects that qualify for CBC funding will be identified to meet the 60% allocation requirement. The recommended financing option for approved and eligible capital projects will allocate the estimated CBC revenue the City expects to collect over the next 10-year period. CBC revenue can be utilized to replace revenue lost through changes in DC Legislation for Airport and Parking Services, Studies and Cultural projects, as well as, to fund services required to accommodate growth that are not eligible to be funded by DCs. Projects included in these service areas would previously have been funded through the Capital levy.

The *Planning Act, 1990*, as amended, requires details of funds borrowed from the CBC account / interest accrued be disclosed. No funds were borrowed from the CBC account in calendar year 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: Community Benefits Charges Reserve Status Report as of
December 31, 2022 (FCS23054) (City Wide) – Page 4 of 4**

Report FCS23054 summarizes the changes in the CBC Reserve (the special account) for the year ended December 31, 2022. The CBC Reserve balance as of December 31, 2022 was \$15.6 M. In its first year, the balance in the CBC Reserve was from collections and the transfer of funding from the Airport and Parking DC reserves as reported in Table 1. Funds were transferred from the Airport and Parking DC reserves as per CBC legislation which removes eligibility of these services from DC collection over to the CBC regime. The Community Benefits Charges Reserve forecast balance for future years will be presented as part of the annual reserve forecast report. Report FCS23054 is presented to satisfy statutory requirements for reporting historical use of the reserve.

APPENDICES AND SCHEDULES ATTACHED

None

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CITY OF HAMILTON

**PROCEDURAL HANDBOOK
FOR CITIZEN APPOINTEES
TO CITY OF HAMILTON
LOCAL BOARDS**

PROCEDURAL HANDBOOK FOR CITIZEN APPOINTEES TO CITY OF HAMILTON LOCAL BOARDS

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Welcome

On behalf of the City of Hamilton, I would like to congratulate you on your appointment to one of the City's local boards. As a member, you play an important role in shaping City policies, by-laws, and contribute to improving the quality of life within the City of Hamilton. You'll also participate as part of a local board and as a team, working to ensure the local board's mandate and goals are advanced.

In accepting your appointment, you are committing to serving your local board to the best of your abilities. For meetings, we ask that you read and review your meeting agenda materials to ensure the discussion is informed and considers all perspectives. When your local board is working on events or special projects, a willingness to pitch in is encouraged to ensure the work is distributed equitably, and the task is set up for success.

The purpose of this guide is to provide you with an introduction to the City of Hamilton and a foundation on how local boards work. Upon that foundation, and through your experience at meetings and interactions with your fellow local board members, you will build an understanding of the City of Hamilton's governance system. In addition to the fundamentals, we'll also include links or copies of pertinent legislation or City policies/by-laws which establishes the framework in which these local boards exist.

The Office of the City Clerk is your primary contact at the City of Hamilton, and we are here to assist you throughout your experience as a resource. Please reach out if you have any questions, or concerns.

Welcome to the team! We hope you have a rewarding experience as a City of Hamilton local board member.

Thank you,

Andrea Holland
City Clerk for the City of Hamilton

City of Hamilton Land Acknowledgement

The City of Hamilton is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation.

Today, the City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.

Why is a Land Acknowledgment important?

Land acknowledgments are essential in moving forward on a path to reconciliation. Land acknowledgments are influenced by the Truth and Reconciliation Commission's 94 Calls to Action in acknowledging the first occupants of this land. Land acknowledgments are also important in educating the broader public on the significance of the relationship between Indigenous Peoples and their territories.

When do we use a Land Acknowledgment?

Land Acknowledgment's are normally used at the beginning of events, meetings, lectures and other public events. We must acknowledge the land we live, work and play on as it's essential in the path to reconciliation as well as developing respectful and meaningful relationships with the local First Nations surrounding Hamilton.

The City of Hamilton at a Glance

Through your work as a member of a local board, you are also supporting the work of the City of Hamilton. This section provides you with a snapshot of the City of Hamilton and its operations. If you wish to learn more about the City, resources are available by way of <https://www.hamilton.ca/>.

The City of Hamilton is a diverse city, providing municipal services to more than 500,000 residents.

The City of Hamilton is committed to achieving excellence in public service through ongoing efforts to continuously improve and evolve corporate strategies and processes. By focusing on Strategy and Performance Excellence, we commit to:

- understand what's happening externally in the city, internally at the City and elsewhere that may impact the delivery of City services.
- use information and evidence to drive strategy, inform decisions and influence the day-to-day delivery of City services.
- understand and communicate City service performance to the community.
- ensure value for money in service delivery and to always consider ways to improve the delivery of City services.

City of Hamilton Organizational Structure



City Council is composed of the Mayor and 15 Councillors representing the 15 Wards within the City of Hamilton and is the final decision-making body for the City. City Council meetings are held at 9:30 a.m., in accordance with the schedule approved by Council following the standing committee meetings and considers all recommendations for approval and action.

Link to the Council/Committee calendar: <https://www.hamilton.ca/city-council/council-committee/council-committee-meetings/meetings-agendas-video#meeting-calendarlisting>

City of Hamilton Strategic Plan 2016 - 2025

The City of Hamilton's 2016 - 2025 Strategic Plan is a 10-year plan <https://www.hamilton.ca/city-council/plans-strategies/strategies>, approved by Council in June 2016.

The 2016-2025 Strategic Plan for the City of Hamilton guides everything we do as an organization and illustrates to the community and to our stakeholders how we will contribute to moving our city forward over the next 10-years. It includes the following components:

- Vision represents what we aspire to be
- Mission identifies why we exist as an organization
- Culture outlines how we conduct ourselves (our values)
- Priorities provide guidance on where we are focusing our efforts to meet desired outcomes

Our Vision

The City's vision "To be the best place to raise a child and age successfully" reflects the kind of city Hamiltonians want to aspire to become.

It means having an inclusive community, actively engaged in making Hamilton a better place for everyone. It is creating an accessible environment, supporting residents through all of life's stages, and one that encourages positive development of children as they grow towards becoming healthy adults and seniors.

Our Mission and Our Culture

The City's mission, "To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner", provides the context for the delivery of City services across all our priorities. Our culture guides the conduct, behaviours and actions to which we hold each other accountable.

The culture of an organization has a major impact on the performance and reputation of an organization. It reflects the City's values, drives high performance and engenders the trust and confidence of our citizens. Our culture was developed by a cross-section of employees with diverse backgrounds and experiences, from front-line to senior management and was endorsed by City Council through its adoption into the Strategic Plan. The culture revolves around five pillars:

Collective Ownership

We cooperate and collaborate; we support teamwork and breaking down silos. We build relationships across departments and divisions to achieve our objectives and bring the ideas of others forward. Each and all of us understand that what we do affects the work of others and the results we achieve. We are one City with one vision and one mission, serving our citizens and stakeholders.

Steadfast Integrity

We build trust and demonstrate integrity in our work. We are direct and truthful individuals, accountable for doing what is right. We can be trusted to perform in an accountable and respectful manner.

Courageous Change

We embrace innovation, creativity and risk taking. We support, discuss and proceed with innovative ideas and actions to continuously improve our service delivery. We make evidence-based recommendations.

Sensational Service

We are passionate about customer service and service delivery excellence. We take a citizen-centered approach to providing exceptional service in a timely and responsive manner. We communicate in an open and transparent manner, especially when mistakes occur. We take pride in our work as public servants, serving our community. Performance measurement is a cornerstone to our service delivery.

Engaged and Empowered Employees

We invest in our employees, support and empower them to improve performance and be accountable for results. We communicate clear purpose and direction, build relationships through ongoing communication, regularly invite input and feedback, and treat employees equitably. We create a work environment where there is continual development, respect and recognition. Our employees are trusted, inspired to do their best work, and would not hesitate to recommend the City of Hamilton as a great place to work.

Our Strategic Plan Priorities

Council is considering their Strategic Plan Priorities on March 24, 2023 at a Special General Issues Committee meeting; therefore, this section will be updated accordingly after that date.

Local Boards within the City's Governance Structure

Standing Committees

A standing committee is a Committee established by City Council, comprised entirely of members of City Council, to carry out duties on an ongoing basis, as specified by City Council, and that reports directly to Council.

There are six Standing Committees, which all meet bi-monthly except the Public Health Committee which meets monthly:

- General Issues Committee
- Planning Committee
- Public Works Committee
- Public Health Committee
- Audit Finance and Administration Committee
- Emergency and Community Services Committee

Sub-Committees

A sub-committee is a committee established by City Council, comprised of some members of City Council and in certain circumstances also members of organizations and/or citizen members (YOU). Sub committees report up to an assigned standing committee with members of sub-committees being appointed by City Council.

Advisory Committees

An advisory committee is established by City Council for the purpose of providing advice on matters that are related to the specific mandate of the committee, comprised of a group of appointed citizens (YOU). An advisory committee is accountable to City Council for its actions through the appropriate Standing Committee to which they report.

An advisory committee member is recruited based on their understanding of and expertise around the advisory committee's mandate and willingness to volunteer their time.

Task Forces

A task force is established by City Council for the purpose of providing advice on matters related to a specific mandate of the task force, comprised of a group of appointed citizens (YOU). A task force is accountable to Council for its actions through the appropriate Standing Committee to which they report.

A task force member is recruited based on their understanding of and expertise around the task forces' mandate and willingness to volunteer their time.

Working Groups

Advisory committees/task forces are encouraged to create working groups, if required, to enhance the efficiency of meetings or to work on a specific project/event identified in the committee's workplan. The nature of working groups are unique, given their mandate, projects and scope.

Working groups are normally comprised of advisory committee/task force members, however, when required, volunteers may be called upon for their expertise to assist a working group in completing their mandate.

Board and Shareholders

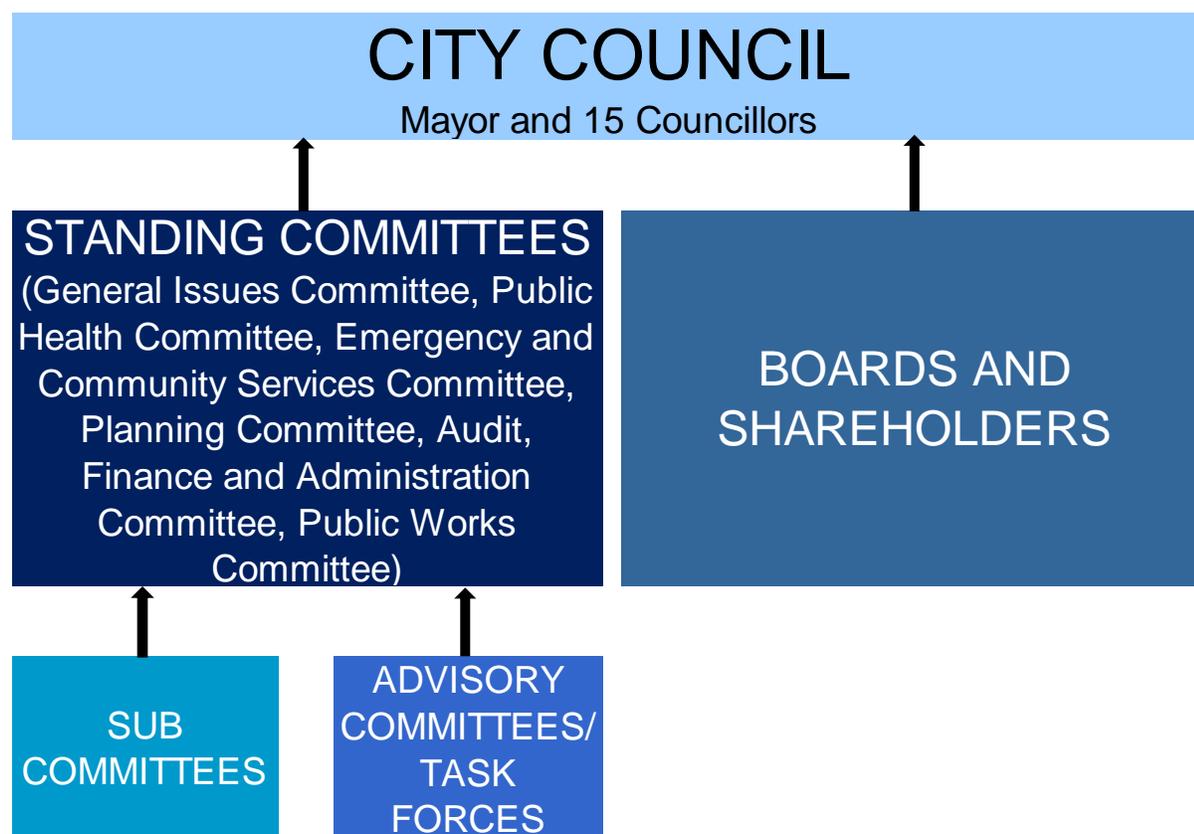
Where City Council acts as the Shareholder or the Board of Directors, or both, of a corporation, Council meets as the Shareholder or the Board of Directors as necessary to complete such business as would normally be completed by the Shareholder or Board of Directors and as required by the corporation's by-laws and resolutions and any laws that govern the corporation.

Tribunals

The City's tribunals comply with *Statutory Powers Procedure Act* and do not report to City Council, they are autonomous bodies, whereby they govern themselves.

Relationship: Council and Local Boards

The following chart illustrates the reporting relationship between City Council, Standing Committees, Boards, Shareholders, Sub-Committees, Advisory Committees/Task Forces, Working Groups:



Terms of Reference

Each local board operates within a City Council approved terms of reference document that provides a framework for the function of the local board. The most vital piece of a terms of reference is your local board's mandate. The local board's mandate sets forth the topics and areas of jurisdiction that your local board may discuss and provide advice to City Council on. Review your local board's mandate and if you have questions you may connect with your Staff Liaison, Clerk or the Chair of the local board for further clarification.

In addition to setting forth the mandate, the terms of reference provides guidance on the following areas:

- meeting frequency
- local board composition

Link to Local Board Listing page <https://www.hamilton.ca/city-council/council-committee/council-committee-meetings/committee-listing>

The Terms of Reference template is attached to this handbook as Appendix 'A'.

Professional Working Relationship

All local board members work with City Council and City staff in a professional working relationship. All partners in the relationship must demonstrate a commitment to communication and consultation among themselves and the general public and respond based upon areas of expertise.

What Advisory Committees/Task Forces Do

Advisory Committees/Task Forces

Advisory committees and task forces play an important role in providing resident input on proposed policy and City initiatives and is often used as another way to connect directly with the broader community. Advisory committees and task forces have a clearly defined terms of reference document which provides the committee's mandate and outlines parameters for committee activity.

Advisory committees/task forces review or provide advice to City Council and staff on mandated matters; assist in public consultation processes and committee work; and liaise with other advisory committees/task forces. Some advisory committees/task forces also organize and participate in community events. Being a member of an advisory committee/task force offers residents a unique chance to volunteer their highly valued skills, diversity and knowledge to strengthen our shared sense of community.

Working Groups

Advisory committees/task forces are encouraged to create working groups, if required, to enhance the efficiency of meetings or to work on a specific project/event identified in the committee's workplan.

Working group meetings are held separately as needed and operate by consensus rather than by formal motions. The advisory committee's/task forces' Staff Liaison shall not attend these meetings. A working group member present must take notes and provide them to the Chair and Staff Liaison before the next regular meeting. The working group notes are circulated to the advisory committee/task force and filed accordingly. Working groups report to the advisory committee/task force and do not make independent decisions or take action that is not agreed upon by the advisory committee/task force at a regular meeting. The chair of a working group is chosen by the majority of the working group members.

Working group membership shall be maintained at less than a quorum number of the advisory committee/task force membership (i.e. if the advisory committee's/task forces' membership is 10, their quorum is 5, therefore, all of the advisory committee's/task forces' working groups are to maintain a maximum membership of 4 members).

What Sub-Committees Do

City Council may establish a sub-committee to focus on a particular task or area, thereby, delegating City Council's many responsibilities to smaller groups, who report to their respective Standing Committee.

Applicable Municipal By-Laws and Policies

Appointment and Recruitment Process

The public appointment policy sets forth the way in which members of the public are appointed to local boards of City Council and outlines the general recruitment process.

Each local board is encouraged to complete a Roles, Responsibilities and Expectations document for review and information for all new applicants. This will help all new applicants to understand the workload and expectations when participating on the local board.

All existing members will be notified, by the Staff Liaison or Clerk, of the recruitment posting for the new term of Council.

All applicants, including those who are reapplying to serve, must submit an application and if applicable, attend an interview with the respective Standing Committee's Interview Sub-Committee.

A report from the respective Standing Committee's Interview Sub-Committee is generated by the Office of the City Clerk and provided to Council in closed session (in private) where they will make their final decision and you will be notified by the Office of the City Clerk of the outcome of your application.

Any applicant wishing to withdraw their name from the recruitment process, shall notify the Office of the City Clerk at clerk@hamilton.ca.

The City of Hamilton's Policy respecting the Appointment of Citizens to the City's Local Boards is attached to this handbook as Appendix 'B'.

Code of Conduct for Local Boards

The Code of Conduct for Local Boards applies to all appointed members of a City of Hamilton Local Board. The Code of Conduct for Local Boards is in response to Bill 68 which came into effect in 2017, which sought to enhance local government accountability and integrity across the Province by requiring municipalities to have a Code of Conduct for members of municipal Councils and Local Boards and Committees.

The Code of Conduct for Local Boards outlines how members of Local Boards are to adhere to the highest standards of personal and professional competence, integrity and impartiality and provides guidance to members, by way of establishing a set of principles to support them in conducting their day-to-day committee business in a manner which promotes public confidence. A copy of the Code of Conduct for Local Boards is attached to this handbook as Appendix 'C'.

The Code of Conduct for Local Boards includes several key areas:

- Member conduct;
- Use of City resources;
- Media communications; and
- Improper use of influence.

The Integrity Commissioner will provide all training on the Code of Conduct and Municipal Conflict of Interest Act. It will be scheduled with each new term of Council for all members of Local Boards.

Any appointees after the initial recruitment will be provided access to online training modules to complete this training.

Council Procedural By-Law

Section 238 of the *Municipal Act, 2001* requires that Council of the City of Hamilton adopt, by By-law, procedures governing the calling, place, and proceedings of meetings.

The Council Procedural By-law provides the rules of procedure that are observed in all in-person / virtual / hybrid proceedings of Council and shall be the rules for the order and dispatch of business in Council and unless specifically provided, with necessary modifications, apply to all Committees.

The rules of procedure are designed to achieve the following basic meeting principles:

1. Every member has rights equal to every other member;
2. The will of the majority must be carried out; and
3. Only one topic will be considered at a time.

Link to the Procedural By-law: <https://www.hamilton.ca/sites/default/files/2022-12/21-021-consolidated-12.07.2022.pdf>

Multi Year Accessibility Plan

The City of Hamilton is committed to ensuring that Council, all levels of corporate management and staff, plan, implement and evaluate strategies and opportunities that sustain and maintain the rights of persons with disabilities and their families to barrier-free programs, services and opportunities. In so doing, the City implements the *Accessibility for Ontarians with Disabilities Act, 2005* according to the legislation's standards for:

- Information and Communications;
- Employment;
- Transportation;
- Design of Public Spaces (Built Environment); and
- Customer Service

All employees, volunteers and all other persons or organizations who provide goods, services or facilities on behalf of the City of Hamilton perform the work to achieve the goals outlined by the Multi Year Accessibility Plan.

Link to the Multi Year Accessibility Plan - <https://www.hamilton.ca/people-programs/equity-diversity-inclusion/accessibility-services/multi-year-accessibility-plan>

Accessible Standards for Customer Service AODA

The City of Hamilton is committed to providing customer service to persons with disabilities in a manner that:

- respects their dignity and independence;
- is integrated as fully as practicable into the method of service delivery;
- ensures reasonable efforts are made to provide equitable opportunities to accessing goods and services;
- allows persons with disabilities to benefit from the same services, programs and opportunities in ways that are based on their own needs and self-determination.

Member Training

The Office of the City Clerk is committed to ensuring all citizen appointees to the City's local boards are trained, providing the following training information and reference documents to all citizen appointees to the City's local boards:

- orientation for citizen appointees to the City's local boards provided by the Staff Liaison
- current Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards
- relevant City policies (Appointment, etc.)
- Code of Conduct for Local Boards
- *Municipal Conflict of Interest Act*
- Local boards Terms of Reference
- Accessibility Standards for Customer Service AODA e-learning Program

Any appointees after the initial recruitment will be provided access to online training modules to complete this training.

Communicate Changes to the Office of the City Clerk

Please note your appointment is conditional upon you continuing to meet the following criteria for the duration of your term:

- resident of the City of Hamilton or operating a business in the City of Hamilton

If there is any change in your personal circumstances as described above, you must notify the Office of the City Clerk immediately.

Attendance

Local board members are expected to attend every committee meeting. When a member is unable to attend a meeting, they are to notify the Staff Liaison as soon as possible so it can be determined if quorum will be attained.

When a member misses more than three (3) consecutive meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member.

Resignations

Local Board members wishing to resign their appointment mid-term shall submit their resignation in writing, by either email or by completing the Local Board Member Resignation Form, attached to this handbook as Appendix 'D', to the respective Staff Liaison, who will forward the form or the email to the respective Legislative Coordinator, in the City Clerk's office, stating which local board the member is resigning from and general reasons why (the inclusion of private/personal information is not required).

The local board member's resignation will be placed on an upcoming Standing Committee or Council Agenda (depending on its time sensitivity) to be formally received by Committee/Council,

followed by the Office of the City Clerk initiating the filling of the vacancy, as per City of Hamilton Policy respecting the Appointment of Citizens to the City's Local Boards (Appendix 'B')

Local Board Members and Running for Office

No member, while identifying themselves as a member of a Local Board, shall undertake any election campaign or election-related activities or work on, fund-raise, endorse or otherwise contribute to the election campaign of any person running in the municipal election for the municipality where the member serves on the Local Board.

Please refer to Rule 5: Election Campaigns, within the Code of Conduct for Local Boards (Appendix 'C')

Any member of a Local Board wishing to run for political office, should consider connecting with the Integrity Commissioner to seek advice to avoid any conflicts.

Confidentiality

Local Board members' personal contact information is considered confidential. Membership lists containing personal contact information are only accessible by local board members and City staff. If a member of the public wishes to speak to a local board member, the Staff Liaison will provide the inquirer's contact information to the local board member for a direct response.

Federal and Provincial Laws

Citizen Appointees to City of Hamilton Local Boards shall abide by all applicable Federal and Provincial laws during the performance of their duties.

Advisory Committee/Task Force Roles and Responsibilities

Advisory Committee/Task Force Positions

Advisory committees/task forces can be made up of a combination of the following:

Position	Role
Chair	runs the advisory committee/task force meetings and enforces rules of procedure under the Procedural By-Law (21-021) – a voting member
Vice-Chair	fulfills the role of the Chair in the Chair's absence – a voting member
Secretary	records without note or comment all resolutions, decisions and other proceedings at the meeting – a voting member
Advisory committee/task force member	participates in all meetings and votes on all motions
Council Representative(s)	provides advice to the advisory committee/task force from a council perspective when attending a meeting, shall be counted for the purposes of quorum – a non-voting member
Staff Liaison	provides a single point of contact with City staff and provides procedural advice and administrative support to the advisory committee/task force
Legislative Coordinator to the Standing Committee	provides assistance to the Staff Liaison and coordinates the inclusion of the advisory committee/task force minutes and Citizen Committee Reports (CCRs) in the standing committee agendas
Working Group member	advisory committee/task force member who participates in a working group with voting privileges
Working Group Chair	leads the working group formed by the advisory committee/task force – a voting member

Election of Chair and Vice Chair

The Staff Liaison conducts the Election of Chair and Vice Chair at the first regular meeting of the year. A Chair or Vice-Chair may serve as Chair or Vice-Chair for more than one year in a Council term. All voting Committee members are eligible for election as Chair and Vice-Chair.

A Chair or Vice-Chair serves their role until a new Chair or Vice-Chair is elected.

Role of the Chair

The Committee Chair:

- provides leadership to the committee and mentors the Vice-Chair

- works with the Secretary to prepare agendas
- works with the Staff Liaison to prepare budgets and work plans
- presides over meetings to ensure that proceedings are conducted in an appropriate and orderly manner
- monitors the committee's adherence to corporate policies and assists members to follow corporate policies and procedures
- is the official spokespersons on behalf of the committee, as per Appendix 'E' - Standard Operating Procedure #08-001 – Communicating with any outside agencies, including other levels of Government and the media
- Note: The Vice-Chair fulfills the role of the Chair in their absence.

Responsibilities of the Chair before meetings

The Chair must perform the following duties before each meeting:

- confirm the accuracy of the minutes to be presented to the committee for confirmation
- work with the Secretary to prepare the agenda a week to ten days before the meeting to:
 - ensure items of interest are included on the agenda;
 - understand what action should be taken on each agenda item (e.g. for information only or requires a motion);
 - understand the time allotted for each item to ensure completion of the full agenda; and
 - understand background documents, correspondence, reports, and any other material to be discussed.

Responsibilities of the Chair during meetings

The Chair must perform the following duties during each meeting:

At the start of the meeting

- ensure there is a quorum so the meeting can begin
- declare formally the meeting “open”
- welcome guest speakers, other visitors, and new members.

Throughout the meeting

- preserve order and decorum
- manage the discussion to ensure the agenda is completed in a timely manner
- rule on points of order and not waiver on a decision, unless a member appeals it to the committee as a whole
- never interrupt a speaker except to rule on a point of order
- prevent members from deviating from the order of business on the agenda
- conduct the meeting impartially
- ensure all tasks are distributed equally.

During meeting discussions

- allow one speaker to speak at a time
- state the order in which members may speak when more than one person wants to address the topic
- ensure all members have been heard who wish to address an issue
- reserve comments on an issue until all other members have been heard
- ask questions and call for specific ideas when discussion lacks direction
- summarize the discussion

- guide members towards making a decision
- turn the Chair over to the Vice-Chair or designate if you feel strongly about an issue and want to speak on it.

Meeting voting and motions

- read the motion to the members before voting
- address amendments to a motion prior to voting on the full motion
- ask for a vote and declare the results of all votes
- announce all decisions reached.

Adjournment

Adjourn the meeting when:

- all business on the agenda has been concluded, or
- it is scheduled to be adjourned, or
- the meeting is excessively disorderly, or
- quorum is lost.

Responsibilities of the Chair between meetings

- represent the advisory committee at Standing Committee meetings and events when required
- sign correspondence on behalf of the committee
- monitor the progress of all committee tasks
- act as a resource for all committee members and support their involvement

Role of the Secretary

The Secretary is a committee member who participates fully at every meeting and is assigned the responsibility of recording without note or comment all resolutions, decisions and other proceedings at the meeting (as per the *Municipal Act*, 2001) within the minutes of the meeting.

Together with the Chair, prepare the agenda for all meetings and send to Staff Liaison for publishing within required timelines.

Role of the Local Board Member

Members are expected to participate and to help fulfill the Committee's mandate in the Terms of Reference. This includes doing work outside of Committee meetings to advance the business of the work plan for the Committee.

Members should be familiar with the committee's Terms of Reference, the Roles, Responsibilities and Expectations of New Members and the mandated activities of the committee.

Members should read the agenda before the meeting and come prepared to discuss each item and participate fully.

Each Member will work with the Committee to develop and monitor an achievable annual work plan, based on corporate priorities identified within the City of Hamilton's current Strategic Plan and Terms of Reference and ensure the plan identifies necessary detailed actions and resources required.

It is the responsibility of the member to advise the Staff Liaison of their attendance at an upcoming meeting so quorum can be determined in advance of the meeting. Members who miss more than

three (3) consecutive meetings during their term, may be asked to resign by the Chair, or Council may be requested to remove the member.

A Council Representative(s) when attending an advisory committee/task force meeting, does not have voting rights, however, they shall be counted for the purposes of quorum.

Members are to comply with the Code of Conduct for Local Boards, attached to this handbook as Appendix 'C' and are bound by the *Municipal Conflict of Interest Act*, found at the following link: <https://www.ontario.ca/laws/statute/90m50> and explained further under section 'Conflicts of Interest'.

Members are required to, upon appointment and prior to attending their first meeting, sign the Acknowledgement Form (page 30 of the handbook) and forward it to their committee's Staff Liaison.

Role of the Council Representative(s)

A Council representative(s) is assigned to advisory committees to act as a liaison that provides guidance from the perspective of a City Council member and empowers effective volunteer performance. Each Council representative is required to attend at least one (1) meeting per year and when attending a meeting, shall be counted for the purposes of quorum without voting privileges.

Role of the Staff Liaison

The Staff Liaison provides each advisory committee with a single point of ongoing contact with City staff; and:

- assists committees in their dealings with Council, staff, other levels of government, and community agencies including communication to and presentations/delegation requests at standing committee meetings;
- must be present at all regular committee meetings, acts as a facilitator and provides procedural advice;
- publishes the agenda to eSCRIBE;
- distributes approved minutes of meetings to the respective Standing Committee's Legislative Coordinator;
- assists with membership interviews;
- maintains membership records/committee files;
- assists with budget preparation and monitoring and annual report formulation;
- handles all financial transactions;
- invites guest speakers, visitors, staff;
- provides the meeting schedule and books the meeting room;
- ensures that the committee's meeting dates are included in the Council/Committee meeting calendar on the City's website;
- contacts members who are absent from three or more consecutive meetings to determine the reason for their absences;
- manages public relations activities and creative services assistance;
- provides advice on corporate policy and procedure;
- assists the Committee to prepare an annual operating and capital budgets for submission by timeline and based on priorities and budget instructions;
- ensures consistent and appropriate volunteer recruitment and recognition are maintained and volunteers are oriented to their responsibilities and understand the resources available to them;
- ensures timely and accurate distribution of material;
- assists the Committee with the development and implementation of an achievable annual

- communication plan, including up to date information for publication on the City's website;
- provides professional information based on the staff person's area of expertise;
- supports committee members awareness of the City's activities in their area of expertise;
- advises and consults with committees on reports being presented to standing committees;
- ensures that the committee is adhering to its mandate;

Staff Liaisons are not to be assigned tasks that should be performed by committee members.

Local Board Meetings

All local board meetings are considered public meetings, consistent with the City of Hamilton's Procedural By-law and the *Municipal Act*.

Meeting Frequency and Schedule

Regular meetings are held based on an established frequency and are identified in the terms of reference. On occasion it may be necessary to hold a special meeting to deal with a specific issue or meet a deadline. Should this arise your Staff Liaison will guide the local board through the process.

Meetings should start at the scheduled time and will be held at Hamilton City Hall unless an alternate location within the City of Hamilton has been agreed to by a majority of committee members. Meetings last approximately two hours.

Meetings cannot start before the time listed on the meeting agenda.

Working group meetings are held separately as needed and are not considered official meetings.

Staff Liaisons are not required to attend working group meetings.

Quorum

Quorum must be met for a scheduled meeting to proceed. Quorum is the minimum number of local board members required to be present for a committee meeting to conduct business at a meeting. Quorum for each committee is half of the membership rounded up to the nearest whole number (i.e. an advisory committee with a membership of nine, requires five members to be in attendance to achieve quorum). If quorum is not met, the meeting may be rescheduled, cancelled or continue with information sharing only, as no decisions of committee can be made without a quorum present.

The Secretary will produce a record of the meeting listing those who were in attendance and stating that quorum was not achieved; members are not required to stay if the meeting proceeds with information sharing.

Cancellation of Meetings

When a meeting must be cancelled in advance due to a lack of quorum, a lack of items and/or

other special circumstances, the Staff Liaison will get the consent of the Chair, and send a Cancellation of Meeting email to the members. All local boards are required to provide at least two days' notice prior to the time appointed for the meeting, when cancelling a meeting, if that notice is not provided, the meeting must be held and adjourned within the timelines in the Procedural By-Law.

Agendas

(a sample template for an agenda is attached to this handbook as Appendix 'F', for your reference)

Distribution

The Secretary prepares the agenda in consultation with the Chair and distributes the website link to the agenda to members in a timely manner via email. The agenda outlines the order of business for the meeting and ensures that notice of the proposed topics is provided to the members and to the general public.

Accommodation will be provided under AODA for anyone who requires agendas in an alternate format.

Additional Items for Agenda

Following the distribution of the agenda, any additional items may be added to the Addendum or brought forward at the meeting under "Other Business" which takes place at the end of the agenda.

Matters that are not considered time sensitive shall be listed on the agenda for the next meeting.

Working Groups

The working group member who is appointed as Secretary participates fully at the meetings and is responsible for producing and distributing agendas for working group meetings.

Minutes

(a sample template for minutes is attached to this handbook as Appendix 'G', for your reference)

Meeting minutes represent a succinct and accurate account of the business dealt with at the meeting and are not a verbatim report of dialogue during the meeting. The minutes provide a permanent and official record of all proceedings, policy and budgetary decisions made. Members are encouraged to maintain a personal set of notes identifying actions they are required to follow up with.

The Staff Liaison will distribute the minutes as the minutes of the previous meeting in the upcoming meeting's agenda. Minutes are posted on the City's website and circulated to the members. Meeting minutes are approved by motion at the next regular meeting.

Amendments to the minutes may be proposed by members, however, amendments are limited to corrections of factual errors or incomplete information only.

Citizen Committee Reports

(a sample template for a Citizen Committee Report is attached to this handbook as Appendix 'H', for your reference)

When an advisory committee requires approval for any action, other than the actions listed below,

from their respective Standing Committee, the advisory committee is required to prepare a Citizen Committee Report (CCR) with recommendations. Recommendations: are proposals/requests from an advisory committee to their respective Standing Committee to approve, amend, cancel, consider, implement, direct staff respecting a matter, issue, project, service or program.

Actions that don't require the preparation of a CCR by an advisory committee or the consideration of their respective Standing Committee are:

- approving a member's delegation to their respective Standing Committee (a request in writing to the Clerk is required, please refer to the 'Registering as a delegation' section below);
- establishing a working group;
- requesting a presentation by an organization on matters within an advisory committee's mandate, at a future meeting;
- approving the use of budgeted funds on approved expenditures; and
- approving the removal of a member who has not been attending meetings as required, this must be presented to the Standing Committee in writing.

Delegations at Local Board Meetings

A delegation is a presentation to a local board made by a member of the public on their own behalf or on the behalf of a company or organization.

Persons wishing to delegate on a matter that is not listed on a Committee agenda, shall make a request in writing to the Clerk (refer to the Registering as a delegation section below) and the Staff Liaison shall list the delegation request on an upcoming agenda. The requester will be notified of the date of the meeting where their delegation will be heard following Council's ratification of the Committee's Report.

Persons wishing to delegate on a matter that is listed on the Committee agenda, shall make a request in writing (refer to the Registering as a delegation section below) to be listed as a delegation to the Clerk no later than 12:00 p.m. the business day before the meeting. If the Committee is meeting on a Monday, the deadline will be 12:00 p.m. on the Friday before.

Delegations are generally heard at the beginning of a meeting and have a maximum of five minutes to speak. Following their delegation, members may ask questions of clarification only and are not to enter into debate with the delegate.

Registering as a delegation

All delegates (appearing VIRTUALLY or IN-PERSON) shall complete the "Request to Speak to a Committee of Council" form (available on the City's website at <https://www.hamilton.ca/city-council/council-committee/council-committee-meetings/request-speak-committee-council>)

Meeting Decorum

All members must fully participate with open discussion and honest feedback.

For courtesy and efficiency, members must follow these ground rules:

- respect the authority of the Chair
- follow the procedural "rules of order" as guided by the Chair and the Staff Liaison
- raise your hand to speak and wait to be acknowledged by the Chair

- refrain from talking while another member has the floor
- work with Members and the Chair to complete the business on the agenda on time.

All members are to uphold the principles of the Code of Conduct.

Speaking and Debate

The meeting Chair is responsible for the decorum of the meeting and for supporting all members to participate in the discussion. All members should share speaking time appropriately and make sure decisions are reflective of the Committee's voting.

Meetings Open to Public

All meetings (except working group meetings) are open to the public unless it is required that a closed (in camera) meeting be held in compliance with the *Municipal Act, 2001* and the City's Procedural By-law. Your Staff Liaison can advise on the rules pertaining to closed meetings. As per Section 9.2 of the Procedural By-law, a Committee of which at least 50% of the members are also members of Council can hold a closed (in camera) meeting, therefore, a local board with a majority of citizen members (i.e. an Advisory Committee) cannot hold a closed session meeting.

A member of the public is there as an observer only and cannot participate in the discussion or ask questions.

Additional Information

The City's Procedure By-law provides excellent information on how to conduct and participate effectively in meetings. Your Staff Liaison may also provide advice and guidance on meeting procedures. Training for Chairs, Vice Chairs and Secretaries will be provided by City Staff.

Consultation on Staff Reports

City staff will attend meetings to seek feedback on reports they are preparing for standing committees. At the meeting, staff will provide background on the report, answer questions of members and request the member's feedback. The feedback received will be included in the 'Relevant Consultation' section of the staff report.

Committees may submit formal correspondence and/or a Committee member may attend the standing committee meeting to provide the committee's feedback on a staff report. A motion is required to be passed at a meeting approving the committee's submission of correspondence and/or the attendance of the committee's Chair or designate as a delegate at a standing committee meeting. The content of the correspondence and/or the speaking notes of the Chair also require the committee's approval.

Members may choose to submit their own correspondence or register to speak at a meeting separate from the committee. It must be clear that the individual's views are their own and not that of the committee.

Committee Correspondence

All correspondence for the committee's consideration that is received by the Clerk, will be forwarded

to the committee's Staff Liaison for inclusion in the committee's agenda.

External Contacts

Members are not to correspond or speak to any Ministries, any outside agencies, or the media on behalf of committee.

The Chair is the official spokesperson on behalf of the committee with the Ministries, any outside agencies, or the media, as per Appendix 'E' - Standard Operating Procedure #08-001 – Communicating with any outside agencies, including other levels of Government and the media.

Use of Secondary Logos for Advisory Committees

The development of secondary logos for promotional/educational purposes by a Committee should take place in consultation with the Communications division.

The use of secondary logos for promotional/educational purposes by a Committee requires approval, subject to the following guidelines:

- (i) Requests for approval of a secondary logo developed with the assistance of Communications, is to be presented to the Governance Review Sub Committee for consideration and approval by the Committee's respective Standing Committee and Council, prior to any use.
- (ii) The secondary logo, as per the *Visual Identity and Branding Guidelines*, must be of appropriate size relative to the intended purpose and should always sit side by side with the City of Hamilton logo (City of Hamilton always to the left)
- (iii) Design costs are to be funded by the Committee.

Annual Reporting

All advisory committees are required to submit an annual progress report highlighting the committee's activities for the past year and work plan for the current year to their respective standing committee for review by November of each calendar year, in support of their budget request.

Work Plan

The work plan should include the committee's objectives/priorities for the year, descriptions for each objective, resources required to complete the objectives and expected outcomes.

Motions

A motion is a formal proposal made by a member during a meeting to express a position or authorize an action. Possible motions may include:

- approve the minutes of a previous meeting or adjourn the meeting
- defer an item until a specified date
- refer an item to a working group
- amend an item
- recess

Managing Motions

Motions should be within the scope of the committee's terms of reference and be within their mandate.

The following describes the process for managing motions during a meeting:

1. A voting member moves a motion that is stated in the positive (not the negative), which is clear, succinct and actionable, to approve, authorize, support, direct, etc. A "second" (or another member voicing support of the motion) is necessary.
2. The member must clearly state the motion.
3. The committee discusses the motion and can make amendments* to the wording of the motion.
4. The Chair must clearly restate the motion and call the vote once the discussion has ended with "all those in favour raise your hands" and then "all those opposed raise your hands".
5. The Chair announces the result of the vote as Carried or Defeated.
6. The secretary records any motions that are Carried or Defeated in the minutes.

Here are two examples of wording for a motion:

- That the February 9, 2022 minutes of the Advisory Committee, be approved.
- That Jane Doe be authorized to make a presentation on behalf of the Advisory Committee at the Standing Committee meeting when the climate change initiatives are to be considered.

** An amendment is considered a minor change or addition designed to improve the wording and must be relevant to the topic in the main motion i.e. a motion to "commend the President for his work with the Chapter" may not be amended by striking the word "commend" with "condemn".*

Guidelines for Voting

Motions must always be voted on following these guidelines:

- Only committee members are permitted to vote.
- All members in attendance (including the Chair) are required to vote, unless a member(s) has declared a 'disqualifying interest'.
- Failure to vote will be deemed to be a negative vote.
- When there is a tie vote, the motion is defeated.

Advisory Committee Budgets

Advisory committees are required to prepare and submit an annual budget with the assistance of the Staff Liaison which is based on the annual work plan for the upcoming year and supports the committee's mandate as outlined in the terms of reference. All advisory committee workplans that will include budget requests will go to Council for approval in the first quarter of the calendar year. Once approved by Council the Staff Liaison will advise of the final budget that has been approved.

Volunteer (Advisory) Committee Expenditures

As per the approved Financial Policies/Guidelines (Report FCS02074, Funding Process for Volunteer Committees), only the following administrative expenditures would be covered:

- Copying/printing
- Refreshments (water, juice, coffee, snacks, no meals)
- Postage/Mailing
- Advertising
- Equipment rental
- Associated seminar/workshop costs
- Supplies

These types of expenditures do not include any special event or project initiative costs that are approved as part of the Business Planning/Budget Submissions by the volunteer committees. In total, the actual expenditures should not exceed that budgeted allocation for the committee.

As per the recommended funding strategy for 2006, the volunteer committee costs and budget will remain centralized in the Legislative Department. However, with increased opportunity for accountability (through Year-in-Review (YIR) and in-year expenditure summaries and liaison with the volunteer committee), the applicable Department is ultimately responsible for the expenditures incurred by the volunteer committee. As such, any financial policies or guidelines should reflect those of the Department. For example, if a particular group desires to accept donations to assist with their mandate, existing departmental policies and procedures must be adhered to. If a policy does not exist then one should be developed (with assistance from applicable areas such as Legal).

As previously mentioned, the previous year's allocation will be the base budget for the current year. If the department realizes the need for additional funding for a particular volunteer committee, a base budget transfer could occur (permanent), a one-time funding source could be recognized (one-

time) or Council could adjust the allocation during the budget process. Fundraising opportunities should always be investigated by volunteer committees. The establishment of a volunteer committee reserve may also assist future financial pressures.

Requests for Unbudgeted Expenditures

If the Advisory Committee wishes to establish a reserve account for their surplus of operating funds, they should seek advice from their Staff Liaison and Finance staff.

- Upon request by a volunteer committee, staff will transfer unused funds, for a specific year, to a volunteer committee reserve
- The reserve will be tracked for each volunteer committee
- The volunteer committee must specify a reason to transfer the unused funds to the reserve minimum of 10% of the budget must be available for transfer to the reserve
- The funds will be used by the volunteer committee to fund future events/projects or by Finance to offset unfavourable variances incurred by the volunteer committee
- Reserve transfers will be subject to an overall corporate surplus
- The maximum reserve balance per volunteer committee is double their budget allocation
- If a volunteer committee is discontinued, any reserve balance will be transferred to the operating budget
- When the volunteer committee submission is brought forward to the Standing Committee in the fall, the volunteer committee will indicate if and why they will be seeking funding from their reserve; This will eliminate the need for a separate report as the use of reserves must be approved by Council; A similar recommendation to the following should be used:
 - That for 20XX, the _____ Committee be authorized to use up to \$XXX from the Volunteer Committee Reserve for _____.
- Funds raised through fundraising activities will be treated separately and not be subject to these guidelines

Conflicts of Interest

The *Municipal Conflict of Interest Act* applies to elected officials and appointed members of advisory committees and boards. The legislation requires a member who has a ‘disqualifying interest’ or a ‘non-disqualifying interest’ with regards to any matter under consideration, to declare their interest.

A **disqualifying interest** is an interest in a matter regarding which a reasonable person fully informed of the facts and circumstances would conclude that the Member could not participate impartially in the decision-making process related to the matter either because to do so would not be in compliance with the *Municipal Conflict of Interest Act*, or, because the Member’s relationship to persons or bodies involved in the matter or affected by the decision is so close, a reasonable person would conclude that the Member could not effectively carry out their public duty with impartiality.

A **non-disqualifying interest** is an interest in a matter that, by virtue of the relationship between the Member and other persons or bodies associated with the matter, is of such a nature that a reasonable person fully informed of the facts and circumstances would conclude that the Member could still participate impartially in the decision-making processes related to the matter only so long as:

The Member fully discloses the interest so as to provide transparency about the relationship; and

The Member states why the interest does not prevent the Member from making an impartial decision on the matter.

Members who believe they have a ‘disqualifying interest’ and ‘non-disqualifying interest’ in a matter on a committee agenda shall:

- Declare the ‘disqualifying interest’ and ‘non-disqualifying interest’ at the start of the meeting.
- Refrain from discussion and voting on the matter if your declaration is a ‘disqualifying interest’
- If your declaration is a ‘non-disqualifying interest’ you may discuss and vote on the matter.
- Complete a statement of ‘disqualifying interest’ and ‘non-disqualifying interest’ and submit it to their Clerk.
- Any member seeking advice on conflicts of interest, should seek advice from the city’s Integrity Commissioner.

All declarations of ‘disqualifying interest’ and ‘non-disqualifying interest’ are recorded in the meeting minutes. The City is required to maintain a registry of all declarations of ‘disqualifying interest’ and ‘non-disqualifying interest’ made by members. As an advisory committee member, you are subject to the Municipal Conflict of Interest legislation and must follow the legislation and the City’s process:

1. Declare the ‘disqualifying interest’ and ‘non-disqualifying interest’ at the meeting for the minutes.
2. When filing a ‘disqualifying interest’ and ‘non-disqualifying interest’ declaration, use the appropriate form, as attached to this handbook as Appendix ‘I’ – Disqualifying Interest or Appendix ‘J’ – Non-Disqualifying Interest.
3. Forward the completed form to the Office of the City Clerk clerk@hamilton.ca and the committee’s Staff Liaison
4. The ‘disqualifying interest’ and ‘non-disqualifying interest’ will be posted to the <https://www.hamilton.ca/city-council/council-committee/council-committee-meetings/conflict-interest-registry>.

Records Retention

Records Held by Committee Members

During the course of conducting municipal business, a great deal of records and information is created. The City is required to manage and retain corporate records in accordance with provincial legislation (the *Municipal Act*, and the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) and municipal by-laws).

A record is defined in MFIPPA as “any record of information however recorded, whether in printed form, on film, by electronic means or otherwise.” This definition is deliberately broad to encompass new and emerging technologies. Records include, for example:

- emails including any text messaging or other forms of electronic communication
- reports, correspondence, notes, etc.
- data in databases
- office and working files
- written and post-it notes
- notebooks, day-timers, journals, etc.
- invoices, expense claims, accounting records, etc.; and
- maps, drawings, photos, audio files or video tapes, etc.

As a citizen appointed member to a Local Board, you will receive and create information on behalf of the City. Any records you create or have in your possession that relate to the business of the board or committee are considered corporate records.

They are not your personal records even if the records were sent from your personal email address. The content of the records and the fact that it relates to your participation and activities on the board or committee makes it a corporate record.

Citizen appointed members of a Local Board should keep records organized and accessible to ensure prompt availability if they are requested to disclose them.

Access to Records

The *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) applies to all municipalities in Ontario, as well as school boards and police services. MFIPPA has two fundamental purposes:

- Every person has a right of access to a record or part of a record in the custody or under the control of the City
- Provides individuals with right to access their own personal information and requires that municipalities protect personal information in their care
- MFIPPA supports the belief that every record held by a municipal body, is subject to release. There are limited exemptions from release which are designed to:
 - protect against the unreasonable invasion of personal privacy
 - prevent unfair advantages occurring in commercial or government transactions
 - protect law enforcement activities, and
 - safeguard the business conducted by government

Personal information is defined in MFIPPA as “recorded information about an identifiable individual...” and includes anything that can identify the individual. This may include photographs, videos, audio recordings, identifying numbers like drivers’ license numbers and dates of birth, physical attributes/ biometric information, health information, financial information, their opinions or beliefs.

Citizen appointed members of the City’s Local Boards have no greater right to City records than a member of the public. The City has made significant efforts to make information available on the City’s website:

- The City of Hamilton makes all legislative information excluding and confidential information available through the City Clerk’s webpage: <https://www.hamilton.ca/city-council/council-committee/council-committee-meetings>
- City By-laws: <https://www.hamilton.ca/city-council/by-laws-enforcement/search-by-laws>
- Open data Program: <https://www.hamilton.ca/city-council/data-maps/open-data>
- Routine Disclosure and Active Dissemination (lists of information made available by City departments): <https://www.hamilton.ca/city-council/accountability-transparency/routine-disclosure-active-dissemination>

Protection of Privacy

As a committee member, representing Council and the City, you are subject to MFIPPA.

Members, who during the performance of their duties, receive access to personal information have a responsibility to protect that information, to only use it for the purpose for which it was intended and must take appropriate measures to ensure the personal information is protected and not inappropriately disclosed.

Please refrain from:

- leaving records containing personal information in your car, in your home or in areas where

others may have access to it

- discussing personal information of others in open areas
- disclosing an individual's personal information during a public meeting without their written consent

When you are creating records as a committee member, you should not consider them private, keep access in mind and ensure that personal information is protected. Any questions regarding MFIPPA should be referred to the Clerks Office.

Clerk's Contact Information

Depending upon which Standing Committee, the Committee reports through (*please refer to the Relationship: Council and Committees section to determine which Standing Committee your advisory committee reports through*), please contact the one of following Clerk's Division staff:

Planning Committee

Lisa Kelsey

Legislative Coordinator

Phone: (905) 546-2424 ext. 4605

Fax : (905) 546-2095

E-mail: Lisa.kelsey@hamilton.ca

Audit, Finance & Administration Committee

Tamara Bates

Legislative Coordinator

Phone: (905) 546-2424 ext. 4102

Fax : (905) 546-2095

E-mail: tamara.bates@hamilton.ca

Emergency and Community Services Committee

Loren Kolar

Legislative Coordinator

Phone : (905) 546 2424 ext. 2604

Fax : (905) 546-2095

E-mail: loren.kolar@hamilton.ca

General Issues Committee

Angela McRae

Legislative Coordinator

Phone: (905) 546-2424 ext. 5987

Fax : (905) 546-2095

E-mail: angela.mcrae@hamilton.ca

Public Works Committee**Carrie McIntosh**

Legislative Coordinator

Phone : (905) 546 2424 ext. 2729

Fax : (905) 546-2095

E-mail: carrie.mcintosh@hamilton.ca**Public Health Committee****Matt Gauthier**

Legislative Coordinator

Phone: (905) 546-2424 ext. 6437

Fax : (905) 546-2095

E-mail: matt.gauthier@hamilton.ca**Acknowledgement Form**

I _____ in consideration of the City of Hamilton appointing me to the _____, for the _____ term, acknowledge, undertake and agree as follows:

1. I will make all reasonable efforts to attend all meetings of this body to which I have been appointed and to participate in an impartial manner with the understanding that:
 - (a) If I miss more than three consecutive (3) meetings during my term, the Chair, after hearing and considering my explanation, may ask me to resign.
2. I will exercise all of the roles and responsibilities of a member of the body to which I have been appointed.
3. I shall respect and co-operate with the other local board members and City staff.
4. I shall not disclose to any member of the public any confidential or personal information, acquired by virtue of my position.
5. As a volunteer Committee member, I have received and read of the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards.

- 6. I acknowledge that the meetings are public, livestreamed, recorded and archived on the City’s website for future viewing.
- 7. I hereby confirm that I have read and understand the Code of Conduct for Local Boards and agree to abide by it.

Dated at City of Hamilton, in the Province of Ontario this _____ day of _____, 20____.

Applicant:

Witness:

(Must be at least 18 years if age)

(Please Print Your Name)

(Please Print Your Name)

(Please Sign)

(Please Sign)

Please scan and email this page to your Staff Liaison. Thank you!

Appendix ‘A’

Terms of Reference Template

Local Board Name
Terms of Reference
Established by Council on (date)

Purpose

Describe the purpose of the local board (what the local board will do, why it was created)

Scope

Clearly describe what is in and out of scope for the local board

Authority

Forwards recommendations for approval through *(Advisory Committee - Citizen Committee Reports or Sub-Committee Reports – Sub-Committee)* to the *(Standing Committee the local board reports to)* and when directed by Council provides input and advice on *(matters within the local board's scope)*

Membership

Type (members of Council, citizens, representatives from an organization, etc.) and number of members (by type) and how the meeting will be chaired (Chair/Vice-Chair or Co-Chairs)

Staff Resources:

(list by title only)

Meeting arrangements

Meets (frequency (monthly, quarterly, at the call of the Chair)) at (location).

When the (local board's name) holds a 'meeting' as that term is defined in the *Municipal Act, 2001*/the City's Procedure By-law, the local board must comply with the open meeting provisions of the *Municipal Act, 2001* and/or the City's Procedure By-law as applicable.

Reporting

Reporting to Council, through the *(Standing Committee the local board reports to)*.

Review

The Terms of Reference are to be reviewed annually, any revisions for approval are to be presented to the *(Standing Committee the local board reports to)*, through a *(Citizen Committee Report for Advisory Committees or through a Sub-Committee Report)*.

Revisions approved by Council (date(s)):

Appendix 'B'

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City’s Local Boards</p>	 Hamilton	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
<p>Policy No: #</p>		<p>Page 1 of 8</p>

Purpose

The City of Hamilton recognizes the importance and value of involving residents to help shape City projects, policies and initiatives. Engaging residents on issues that affect their lives and their City is a vital component of a well-functioning democratic society and is a key priority of the City’s 25-year Community Vision. Hamilton is committed to creating and nurturing a City that is welcoming and inclusive where citizens of all ages, backgrounds, and abilities have the chance to participate in meaningful engagement opportunities.

The purpose of this policy is to outline the process to appoint citizens to the City’s Agencies, Boards, Commissions, Advisory Committees and Sub-Committees, including:

- The eligibility criteria
- Public Notice
- Recruitment
- Public information sessions
- Description of the selection process for:
 - o Local Boards (excluding Advisory Committees)
 - o Advisory Committees (excluding the Hamilton Indigenous Advisory Committee)
 - o the one Citizen Appointment to the Hamilton Police Services Board
 - o the Hamilton Indigenous Advisory Committee
 - o Local Boards Established during the Term of Council
- Selection Committee & Interview Sub-Committee Guiding Principles
- Description of the Interview Process
- The Roles and Responsibilities Appointed Citizens
- Appointment at Pleasure of Council
- The Filling of Vacancies during the Term of Council

Eligibility

1. The Selection Process is open to all residents and business owners of the City of Hamilton who are at least 18 years of age, unless otherwise stated (Note: Additional requirements may be requested by the individual Local Board, if they are governed by separate legislation, policies or mandates);
2. City Council wishes to ensure that its Local Boards reflect the diverse nature of the City of Hamilton’s population and encourages all residents to apply for appointment opportunities.
3. The Agencies, Boards, Commissions, Advisory (Volunteer) Committees and Sub-Committees should reflect the diversity of the City of Hamilton’s population, and are committed to being inclusive and equitable for all involved. All residents are encouraged to apply for appointment opportunities.

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City’s Local Boards</p>	 Hamilton	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
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Public Notice

4. The City Clerk’s Office advertises for citizen member vacancies on the City’s Local Boards in the Hamilton Spectator and/or relevant Community Newspapers, on the City’s website and through other appropriate methods.

Recruitment

5. Citizen membership on all of the City’s Local Boards, with the exception of those terms of office defined by Provincial or Federal legislation, will be to serve for a period of up to four years, which coincides with the Term of Council.
6. Citizens are permitted to apply for membership on no more than two (2) of the City’s Local Boards.
7. Applications and information regarding the City’s Local Boards (i.e. Roles, Responsibilities and Expectations of New Members, Terms of Reference, Mandate, approximate number of meetings per year, etc.) are made available at the City Clerk’s Office, at all Municipal Service Centre locations and on the City’s website (www.hamilton.ca). The City will provide accommodation for applicants in all aspects of the selection process, up to the point of undue hardship. If you have an accommodation need, please contact clerk@hamilton.ca as soon as possible to make appropriate arrangements;
8. Completed application forms are to be returned to the City Clerk’s Office or any of the Municipal Service Centres by the application deadline as set out in the advertised Public Notice. Applications received after the deadline will not be considered for appointment.
9. Completed applications may be submitted to the City Clerk’s Office by one of the following methods:
 - (a) Online Application Process on the City’s website;
 - (b) Hand delivered or mailed to the Office of the City Clerk, 1st Floor, 71 Main Street West, Hamilton, Ontario, L8P 4Y5;
 - (c) Delivered to any Municipal Service Centre;
 - (d) Scanned and forwarded via e-mail to the contact person listed in the Advertisement; or,
 - (e) By Facsimile Transmission at (905) 546-2095

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City’s Local Boards</p>	 Hamilton	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
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10. Applications shall be kept on file by the City Clerk’s Office for the Term of Council. In the event of a vacancy, the Selection Committee or Interview Sub-Committee may consider interviewing applicants whose applications are on file for the current term, and the appointment would be for the balance of the current Council term.
11. Incumbents who are eligible and willing to seek reappointment to a Local Board must reapply in the same manner as other applicants.

Public Information Session(s)

12. A Public Information Session(s) is scheduled during the beginning of the initial recruitment process (end of the previous Term of Council) and although attendance is not mandatory, attendance is strongly encouraged for new applicants.

At the Information Session(s), citizens are provided with information regarding the City's Local Boards and are afforded the opportunity to ask questions of the Staff Liaisons.

Interested citizens may also fill out and submit an application during the Information Session(s).

Selection Process for Local Boards (excluding Advisory Committees)

13. A minimum of five (5) members of Council are appointed to the Selection Committee whose mandate will be to:
- (i) Review citizen member applications for the City's local boards (excluding Advisory Committees);
 - (ii) Applicants are shortlisted with assistance of staff, where appropriate, based on information provided in the application;
 - (iii) Interview candidates as deemed appropriate by the Selection Committee;
 - (iv) Make recommendations to City Council for the appointment of citizens to the various local boards (excluding Advisory Committees).

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City's Local Boards</p>	 Hamilton	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
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Selection Process for Advisory Committees (excluding the Hamilton Indigenous Advisory Committee)

14. A minimum of two (2) members of each Standing Committee (plus alternates, where applicable) are appointed to the respective Standing Committee Interview Sub-Committee whose mandate will be to:

- (i) Review citizen member applications for the City’s Advisory Committees (excluding the Hamilton Indigenous Advisory Committee);
- (ii) Applicants are shortlisted with assistance of staff, where appropriate, based on information provided in the application;
- (iii) Interview candidates as deemed appropriate by the respective Standing Committee Interview Sub-Committee;
- (iv) Make recommendations to the respective Standing Committee for the appointment of citizen members to the various Advisory Committees (excluding the Hamilton Indigenous Advisory Committee). These recommendations are ratified by Council.

Selection Process for the one Citizen Appointment to the Hamilton Police Services Board

15. Six (6) members of Council and six (6) community representatives are appointed to the Hamilton Police Services Board Selection Committee whose mandate will be to:
- (i) Review applications for the one citizen appointment to the Hamilton Police Services Board;
 - (ii) Shortlist the applicants with assistance of staff, where appropriate, based on the applicant information provided;
 - (iii) Request that the Hamilton Police Service as well as the following Advisory Committees submit confidential interview questions:
 - (a) Hamilton Women and Gender Equity Advisory Committee
 - (b) Indigenous Advisory Committee
 - (c) LGBTQ Advisory Committee
 - (d) Committee Against Racism Advisory Committee
 - (e) Advisory Committee for Persons with Disabilities

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City’s Local Boards</p>	 Hamilton	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
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- (iv) Interview applicants who have met the criteria (below), ensuring that they are not ineligible (below);

Preference will be given to applicants who meet the following criteria:

- a resident of, or owner of a business in, the City;
- an owner or tenant of land in the City, or the spouse of such a person;

- a Canadian citizen, at least 18 years of age;
- not a member of the Legislative Assembly, the Senate, House of Commons, or an elected official of the City;
- not a Crown employee, nor an employee of a municipality;
- not otherwise disqualified from holding office or voting;
- of good character (applicants will be required to provide authorization to the Police Service to conduct a comprehensive background check);
- a demonstrated history of community service i.e., previous experience on Boards or Committees;
- able to devote up to 20 to 25 hours per month to Police Board matters, including availability during normal business hours;
- skills or leadership in a business or a profession, which demonstrates ability to work effectively as a member of the Board; and,
- specific knowledge, training, education or experience, which may be an asset to the Board.

The following persons are ineligible to be a citizen appointee to the Board:

- a member of City Council;
 - an employee of the City of Hamilton;
 - a Judge or a Justice of the Peace;
 - a police officer; or,
 - a person who practices criminal law as a defense counsel.
- (v) Submit two (2) preferred candidate(s) to Council for consideration for the appointment of one person to the Hamilton Police Services Board.

Selection Process for the Hamilton Indigenous Advisory Committee

16. The local Hamilton Indigenous Community leadership, will recommend to Council the appointment of residents from the Hamilton Indigenous community, to sit on the Hamilton Indigenous Advisory Committee.

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City’s Local Boards</p>	 Hamilton	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
<p>Policy No: #</p>	<p>Page 6 of 8</p>	

Selection Process for Local Boards Established during the Term of Council

17. When a local board is established during the Term of Council, the respective process outlined in Section 12 and 13 will be followed.

Selection Committee & Interview Sub-Committee Guiding Principles

18. The Selection Committee and Interview Sub-Committees are committed to fulfilling the recruitment and selection of its citizens to the City’s Local Boards in an open, transparent and equitable manner.
19. The Selection Committee and Interview Sub-Committees are committed to a public recruitment process which is communicated well in advance and which encourages a broad range and diverse participation of citizens, free of barriers.
20. The Selection Committee and Interview Sub-Committees are committed to a competitive recruitment process which seeks suitable candidates evaluated on interest, merit and related competencies.
21. The Selection Committee and Interview Sub-Committees are committed to unbiased decision making essential to a fair and impartial selection process.

Interview Process

22. The Selection Committee or Interview Sub-Committee may, at its discretion, with the assistance of staff, shortlist candidates using the following criteria:
 - (i) Related skills, abilities and knowledge competencies;
 - (ii) Lived experience as described by the applicant; and,
 - (iii) Number of citizens who applied for vacancy(ies).
23. Interviews will be conducted, where required, with those applicants who are most suited to serve on a City’s Local Board, being notified verbally or by e-mail by the City Clerk’s office of the interview date and time, which will be approximately ten (10) minutes in length.
24. Interview questions will be developed by staff in relation to the mandated role of the Local Board in consultation with the City Clerk’s Office.
25. Successful applicants will be notified in writing by the City Clerk’s Office once their appointment has been approved by Council.

<p>Corporate Policy Hamilton City Council – Appointment of Citizens to the City’s Local Boards</p>	 <p>Hamilton</p>	<p>Policy Alignment: <i>Municipal Act 2001, as amended</i></p> <p>Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023</p>
<p>Policy No: #</p>	<p>Page 7 of 8</p>	

26. In some circumstances, applicants may be required to have background checks.
27. One Legislative Coordinator and the Staff Liaison to the Local Board, shall attend the interviews and serve as a resource person.

Roles and Responsibilities of Appointed Citizen Members of the City's Local Boards

28. Citizen members of the City's Local Boards are encouraged to make themselves familiar with the Terms of Reference, the Roles, Responsibilities and Expectations of New Members and mandated activities of the Local Board to which they are making application to.
29. Citizen members of the City's Local Boards:
- (i) are required to attend and participate fully in the meetings;
 - (ii) who miss more than three consecutive (3) meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member;
 - (iii) upon appointment and prior to attending the first meeting, are required to sign an Acknowledgement Form (page 30 of the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards). Such declaration will remain on file in the Office of the City Clerk for the duration of the citizen's appointment;
 - (iv) are bound by the *Municipal Conflict of Interest Act* found at the following link: <https://www.ontario.ca/laws/statute/90m50> and explained further under section 'Conflicts of Interest' in the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards; and
 - (v) are to comply with the Code of Conduct for Local Boards (attached as Appendix "C" to the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards).

Appointment at Pleasure of Council

30. Despite the set term of appointment of up to 4 years or until a successor is appointed, all citizen members are appointed at the pleasure of City Council and City Council retains the right to remove any citizen appointed member at any time and for any reason, unless legislation provides otherwise.

Corporate Policy Hamilton City Council – Appointment of Citizens to the City's Local Boards	 Hamilton	Policy Alignment: <i>Municipal Act 2001, as amended</i> Council Approved: March 2017 Revisions: September 18, 2018, December 15, 2021, July 8, 2022, August 12, 2022, September 28, 2022 and March 29, 2023
Policy No: #		Page 8 of 8

Filling of Vacancies

31. Vacancies on the City's Local Boards can occur throughout the Term of Council, due to a member's resignation, should a vacancy occur during the Term of Council, the following process will be followed:

- (i) The Committee member who is resigning shall do so formally in writing by providing a completed and signed copy of the Local Board Member Resignation Form (attached as Appendix “C” to the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards) or an email to the committee’s Staff Liaison, who will forward the form or the email to the appropriate Legislative Coordinator, in the City Clerk’s office, stating which Local Board the Committee member is resigning from and general reasons why (the inclusion of private/personal information is not required).
- (ii) The Local Board Member’s Resignation Form or email will be:
 - (a) placed on the respective Standing Committee’s agenda to be formally received by the Committee; or
 - (b) placed on the Council Agenda, (due to time sensitivity) to be formally received by Council; and forwarded to the Selection Committee or Interview Sub-Committee for review.
- (iii) Requests for the removal of a member by the Chair due to the member’s absences from more than three consecutive (3) meetings during their term, will be approved by the local board and presented to Council and forwarded to the Selection Committee or Interview Sub-Committee for review.
- (iv) The Selection Committee or respective Interview Sub-Committee will consider whether to fill the vacancy from those applicants who applied in the initial call for applications, or to re-advertise.
- (v) If the vacancy occurs within 12 months of the end of the Term of Council, and there are insufficient applicants on file to fill the vacancy, the vacancy will not be filled, and the quorum of the Local Board will be adjusted accordingly.

Appendix ‘C’

CITY OF HAMILTON

CODE OF CONDUCT FOR LOCAL BOARDS

*Schedule 1 of By-law 22-019 in force as of May 1, 2023
(enacted by Council on February 9, 2022)*

Part 1

General Introduction, Framework, and Interpretation
Guiding Principles

- 1: Avoidance of Conflicts of Interest
- 2: Gifts, Benefits and Hospitality
- 3: Confidential Information
- 4: Use of City Resources
- 5: Election Campaigns
- 6: Improper Use of Influence
- 7: Business Relations
- 8: Member Conduct
- 9: Media Communications
- 10: Respect for the City By-laws and Policies
- 11: Respectful Workplace
- 12: Conduct Respecting Staff
- 13: Reprisals and Obstructing
- 14: Acting on Advice of Integrity Commissioner

Part 2

Adjudicative Boards

- 15: Additional Requirements for Members of Adjudicative Boards
16. Communications with Parties
- 17: Independent Nature of Adjudicative Tribunals

Part 3

Complaint Protocol

Consequences of Failure to Adhere to Code of Conduct

Part 1

General Introduction, Framework, and Interpretation

This document is a Code of Conduct for members of Local Boards, both adjudicative and non-adjudicative. Local Boards, sometimes referred to as committees or tribunals, are as defined in s.223.1 of the *Municipal Act* and as identified by the municipality.

This Code of Conduct is to be given broad, liberal interpretation in accordance with applicable legislation and the definitions set out herein. Commentary in this Code is illustrative and not exhaustive.

Members shall seek to serve the public interest by upholding both the letter of the law and the spirit of the laws and policies established by the Federal parliament, Ontario legislature, and by City Council. The provisions of this Code are intended to be applied in concert with existing legislation

and go beyond the minimum standards of behaviour set out in current federal and provincial statutes.

Guiding Principles

Members shall act with honesty and integrity, serving in a diligent manner, and performing their duties in a manner which promotes public confidence.

Members are expected to perform their duties as a member of the Local Board and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny.

Members shall serve the public in a conscientious and diligent manner.

Members should be committed to performing their functions with integrity, impartiality and transparency.

There is a benefit to municipalities when Members have a broad range of knowledge and continue to be active in their own communities, whether in business, in the practice of a profession, in community associations, and otherwise.

Definitions:

“Adjudicative Board” means a Local Board that functions as a tribunal

“Council” means the Council of the City of Hamilton

“Family” includes “child”, “parent” and “spouse” as those terms are defined in the *Municipal Conflict of Interest Act*, and also includes:

- step-child and grand-child;
- siblings and step-siblings;
- aunt/uncle, and niece/nephew
- in-laws, including mother/father, sister/brother, daughter/son
- any person who lives with the Member on a permanent basis.

“Local Board” means a Local Board as defined in s.223.1 of the *Municipal Act*, or s. 1 of the *Municipal Conflict of Interest Act*, and includes citizen advisory committees and other bodies established by Council whose members are appointed by Council;

“Member” means a member of a City of Hamilton Local Board;

“Staff” includes employees, seasonal and contract workers, and volunteers of the City of Hamilton and/or of a City of Hamilton Local Board;

Rule 1: Avoidance of Conflicts of Interest

In this Rule:

1. A disqualifying interest is an interest in a matter regarding which a reasonable person fully informed of the facts and circumstances would conclude that the Member could not participate

impartially in the decision-making process related to the matter either because to do so would not be in compliance with the *Municipal Conflict of Interest Act*, or, because the Member's relationship to persons or bodies involved in the matter or affected by the decision is so close, a reasonable person would conclude that the Member could not effectively carry out their public duty with impartiality.

2. A non-disqualifying interest is an interest in a matter that, by virtue of the relationship between the Member and other persons or bodies associated with the matter, is of such a nature that a reasonable person fully informed of the facts and circumstances would conclude that the Member could still participate impartially in the decision-making processes related to the matter only so long as:
 - The Member fully discloses the interest so as to provide transparency about the relationship; and
 - The Member states why the interest does not prevent the Member from making an impartial decision on the matter.
3. Members shall not participate in the decision-making processes associated with their role or position when they have a disqualifying interest in a matter. Participation includes attempting to influence an outcome, whether the decision to be made is to be made by the Local Board or a member of staff with delegated authority or operational responsibility.
4. Members may participate in the decision-making process related to a matter in which they have a non-disqualifying interest provided they file at their earliest opportunity a Transparency Disclosure in a form and manner established by the City Clerk acting in consultation with the Integrity Commissioner.
5. Members shall avoid participating in or influencing a proceeding when the member, or another person with whom the member has a close personal or professional relationship, has a financial or other private interest that may be affected by the proceeding or its outcome.
6. Members shall not appear before their Local Board on their own behalf or as a representative on behalf of any party.
7. Members shall not contract with the Local Board for the sale, rental or purchase of supplies, services, material or equipment, and shall not engage in the management of a business or otherwise profit directly or indirectly from a business that relies on an approval from the Local Board.

Commentary

Members of BIAs will frequently have an interest in common with other members of the BIA in matters that come before the Board, and as such would be exempted from the obligation to declare a disqualifying interest. Care should be taken however to recognize the existence of a disqualifying interest when the Member stands to gain or otherwise benefit in a manner that can be differentiated from others in the BIA. For example, while all members of the BIA would similarly benefit from the holding of a

festival, any BIA member who supplies goods or services to the festival at a profit or loss would have a disqualifying interest in the event. The display of merchandise or the promotion of services at an event would not amount to a disqualifying interest.

Where a Member contributes to an event 'at cost', a disqualifying interest would not arise.

Rule 2: Gifts, Benefits and Hospitality

No Member shall accept any fee, gift or benefit that is connected, directly or indirectly, with the performance of the Member's duties, except as permitted by one or more of the exceptions listed below:

- compensation authorized by-law;
- such gifts or benefits that can be considered incidental mementos or tokens of appreciation

Rule 3: Confidential Information

Confidential information includes any discussion that takes place between members of the Local Board when it is in a closed meeting; and includes information in the possession of, or received in confidence by, that the board or the City is either prohibited from disclosing, or is required to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA").

No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law, or authorized to do so by the Local Board or, if applicable, by Council.

No Member shall use confidential information for personal or private gain, or for the gain of relatives or any person or corporation, either directly or indirectly.

Rule 4: Use of City Resources

No Member should use municipal equipment, or permit the use of Local Board or City land, facilities, equipment, supplies, services, staff or other resources (for example, Local Board or City-owned materials, websites, Local Board and City transportation delivery services,) for activities other than the business of the Local Board or the City; nor should any member obtain personal financial gain from the use or sale of Local Board or City-developed information, intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the Local Board or City.

Rule 5: Election Campaigns

No member, while identifying themselves as a member of a Local Board, shall undertake any election campaign or election-related activities or work on, fund-raise, endorse or otherwise contribute to the election campaign of any person running in the municipal election for the municipality where the member serves on the Local Board.

Commentary

This Code does not limit a person's right to participate fully in an electoral process so long as they do so without using their status as a Member of the local board for such purposes. For example, it would not be contrary to the Code for a person to:

- *Stand for Election;*

- *Contribute to an election campaign;*
- *In their own name, exhibit an intention to support one party or platform over another;*
- *While standing for election, indicate on their election material (without in any way suggesting endorsement) that they have served on a City of Hamilton local board amongst their other credentials and experiences.*

Rule 6: Improper Use of Influence

No member shall use the influence of his or her position for any purpose other than the duties as a member of the Local Board.

Rule 7: Business Relations

No member shall allow the prospect of future employment by a person or entity to affect the performance of his/her duties as a member of the Local Board.

Rule 8: Member Conduct

Members shall conduct themselves with decorum at all times.

Members shall maintain proper control over meetings demonstrating respect for everyone who is involved in the meeting.

Members are expected to attend all meetings of the Local Board. If a member misses more than three consecutive (3) meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member.

Commentary

Members recognize the importance of cooperation and shall endeavour to create an atmosphere that is conducive to solving the issues before the Board, listening to various points of view and using respectful language and behaviour in relation to all those in attendance.

Rule 9: Media Communications

Members shall accurately communicate recommendations and proceedings of their Local Board.

If a member is contacted directly by the media, the member should refer the media to the Chair, or in the absence of the Chair, to the Vice-Chair.

Commentary

A Member may state that they did not support a decision, or voted against the decision, however a Member must refrain from making disparaging comments about other Members or staff, or about the Board's processes and decisions, in doing so.

When communicating with the media, a Member should at all times refrain from speculating or reflecting upon the motives of other Members in respect of their actions on the Board.

Members who engage in social media should recognize that the rules around decorum

and respect apply regardless of the communications medium used. Because social media posts attract participation by others, Members hosting such sites or accounts should consider articulating and posting their own policy of addressing how frequently they will monitor the site for the purpose of identifying and removing disparaging, abusive or hateful comments.

Rule 10: Respect for the Town By-laws and Policies

Members shall adhere to and encourage public respect for the Local Board, the municipality and its by-laws, policies and procedures.

Commentary

A Member must not encourage disobedience of a City by-law in responding to a member of the public, as this undermines confidence in the City and in the Rule of Law.

Rule 11: Respectful Workplace

Members are governed by the workplace harassment and workplace violence policies in place for staff, recognizing that integrity commissioner is responsible for the administration and investigation of complaints.

All Members have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation and to ensure that their work environment is free from discrimination and harassment.

Rule 12: Conduct Respecting Staff

Members shall be respectful of the role of staff to advise based on political neutrality.

Members shall respect the professionalism of staff, and not exert undue influence on staff.

No Member shall maliciously or falsely impugn or injure the professional or ethical reputation or the prospects or practice of staff, and all Members shall show respect for the professional capacities of the staff of the City.

Commentary

It is inappropriate for a Member to attempt to influence staff to circumvent normal processes in a matter, or overlook deficiencies in a file or application. It is also inappropriate for Members to involve themselves in matters of administration or departmental management which fall within the jurisdiction of the City Manager.

Rule 13: Reprisals and Obstructing

It is a violation of this Code of Conduct to obstruct the Integrity Commissioner in the carrying out of their responsibilities, or to engage in any activity in retaliation against any person because they made a complaint to or otherwise communicated with the Integrity Commissioner.

Rule 14: Acting on Advice of Integrity Commissioner

Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member in the same matter, as long as all the relevant facts known to the Member were disclosed to the Integrity Commissioner.

Members seeking clarification of any part of this *Code* should consult with the Integrity Commissioner.

Part 2

ADDITIONAL REQUIREMENTS APPLICABLE TO MEMBERS OF ADJUDICATIVE LOCAL BOARDS

Rule 15: In addition to the provisions applicable to Members of Non-adjudicative Local Boards, the following additional requirements are applicable with respect to the referenced rule:

Rule 2: Gifts, Benefits and Hospitality

Members should recuse themselves from any hearing, to avoid any perception of bias or conflict of interest which may arise as a result of a gift, benefit or hospitality which the Member may have received, from any of the parties or participants potentially affected by the decision of the Local Board.

Rule 5: Election Campaigns

Members of Adjudicative Local Boards are prohibited from fundraising for, endorsing, or otherwise contributing to the election campaign of any person running for a seat on Council.

Rule 9: Media Communications

Members of adjudicative boards should generally not comment to the media in relation to any decision made by the board or the rationale behind such decision. On the rare occasion when a comment may be appropriate, only the Chair shall serve as a media contact and all enquiries shall be referred to them.

Rule 16: Communications with Parties

Written communication to an adjudicative board shall take place only through the Secretary of the board or the appropriate municipal staff assigned to such board, and shall be copied to all parties or their representatives as appropriate. Oral communications with the adjudicative board about current proceedings shall take place only in the presence of or with the consent of all parties.

Where a party is represented by a representative, all communication between the adjudicative board and the party shall be through the representative, with the exception of notices of hearing, which shall be served upon all parties and their representatives known to the adjudicative board as appropriate.

Rule 17: Independent Nature of Adjudicative Boards

The Chairs of adjudicative boards should ensure that the actions of any member, as well as Council members and staff attending adjudicative board meetings, are consistent with the arm's-length, quasi-judicial nature of the adjudicative board. Any actions compromising this position should be immediately dealt with by the Chair or panel chair.

An adjudicative board is required by the applicable laws to operate at arm's-length from and independently of Council. Members should therefore not request members of Council to intervene on applications considered by the adjudicative board. Members should refrain from seeking advice on their roles and responsibilities from Council members. In clarifying their roles and

responsibilities, members should seek advice from appropriate staff.

Part 3

COMPLAINT PROTOCOL

The Complaint Protocol contained in the Council Code of Conduct applies with necessary modifications to complaints regarding members of Local Boards.

CONSEQUENCES OF FAILURE TO ADHERE TO CODE OF CONDUCT

Members who are found by the Integrity Commissioner to have failed to comply with the Code of Conduct for Local Boards may be subject to the following sanctions:

- (a) a reprimand; or
- (b) suspension of remuneration paid to the member in respect of his or her services as a member of the Local Board (if any).

Members may also be subject to such other remedial actions recommended by the Integrity Commissioner that directly flow from the action or behaviour of the member of the Local Board.

Members are subject to removal from the Local Board, or removal as Chair of the Local Board, by Council.

Appendix 'D'



Hamilton

LOCAL BOARD MEMBER RESIGNATION FORM

I, _____, would like to submit my resignation, effective _____, 20____, from the _____, for the following reason(s):

- My circumstances have changed, and I no longer have the time to effectively participate on the local board.
- Personal reasons.
- Other (please explain briefly):

Additional Comments (optional)

Signature

Date

Please scan and email this page to your Staff Liaison. Thank you!

Appendix 'E'

STANDARD OPERATING PROCEDURE	08-001
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Subject:	Communicating with any outside agencies, including other Levels of Government and the media
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- a) City of Hamilton local boards wishing to correspond with any outside agency including the media, Ministers of the Provincial/Federal Governments or with MP's and MPP's will follow the subjoined procedures:
1. Recommendation(s) to correspond with any outside agency submitted by a Committee are forwarded to the appropriate Standing Committee for approval with the draft correspondence being attached (in the case of an Advisory Committee, as an appendix to a Citizen Committee Report) prepared by the respective Committee Staff Liaison.
 2. Once the recommendation is approved by the Standing Committee and Council, the correspondence is submitted for signature and will be signed jointly by the Mayor and the Chair of the local board.
 3. Any follow up correspondence received by the City of Hamilton in response to the letter will be forwarded to both City Council and to the local board, which initiated the recommendation and correspondence.
 4. Appointees should accurately communicate a recommendation or direction.
 4. Appointees may provide their own personal opinion on a matter, provided that it is made clear to the party they are speaking to that the comments are their own and are not being made on behalf of the local board.
 5. Appointees may refer the media or others making inquiries to the Chair as the official spokesperson on behalf of the local board, or, in the absence of the Chair, to the Vice-Chair.

Appendix 'F'



Hamilton

A G E N D A

ABC ADVISORY COMMITTEE
Monday, January 1, 2000
2:00 p.m.
Room 123, 1st Floor
City Hall
71 Main Street West, Hamilton

**Added Items*

- A. APPOINTMENT OF CHAIR AND VICE CHAIR** (This should be done at the first meeting of each year. After the first meeting – this heading is to be removed)
- 1. CHANGES TO THE AGENDA**
- 2. DECLARATIONS OF INTEREST**
- 3. APPROVAL OF MINUTES OF PREVIOUS MEETING**
 - 3.1 ABC Advisory Committee Meeting Minutes, dated December 1, 1999 *(for approval)*
- 4. CONSENT ITEMS**
 - 4.1 Research Report *(for receipt)*
 - *4.2 Working Group Minutes *(for receipt)*
- 5. PRESENTATIONS**
 - 5.1 ABC Advisory Committee Terms of Reference Review *(for approval)*
 - 5.2 ABC Advisory Committee Strategic Plan *(for approval)*
- 6. DISCUSSION ITEMS**
 - 6.1 Roles, Responsibilities and Expectations of New Members *(for approval)*
- 7. NOTICES OF MOTION**
 - *7.1 ABC Advisory Committee Meeting Schedule *(for approval)*
- 8. MOTIONS**
 - 8.1 ABC Advisory Committee Change to the Location of Meetings *(for approval)*
- 9. OTHER BUSINESS**
- 10. ADJOURNMENT**



Hamilton

**MINUTES
ABC COMMITTEE
Monday, January 1, 2000
2:00 p.m.
Room 123, 1st Floor
City Hall
71 Main Street West, Hamilton**

Present: Chair: (insert name)
(Committee members only) Vice-Chair: (insert name)
Secretary: (insert name)
Members: (insert names)

Absent with

Regrets: *(insert names of absent Committee members only)*

Also Present: *(insert staff names with titles)*

1. CHANGES TO THE AGENDA

The Clerk advised of the following changes to the agenda:

4. CONSENT ITEMS

4.2 Working Group Minutes

7. NOTICES OF MOTION

7.1 ABC Advisory Committee Meeting Schedule

(Mover/Second)

That the agenda for the January 1, 2000 meeting of ABC Advisory Committee be approved, as amended. *(if there are no changes to the agenda, then the approval would be "as presented")*

CARRIED

2. DECLARATIONS OF INTEREST

List any declarations that were made or note that there were none.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1 January 1, 2000

(Mover/Second)

That the Minutes of the January 1, 2000 meeting of ABC Committee be approved, as presented.

CARRIED

6. CONSENT ITEMS

(i) Research Report (Item 4.1)

(Mover/Second)

That the Research Report, be received.

CARRIED

(ii) Working Group Minutes – December 1, 1999 (Item 4.2)

(Mover/Second)

That the Working Group Minutes – December 1, 1999, be received.

CARRIED

5. PRESENTATIONS

(i) ABC Advisory Committee Terms of Reference Review (Item 5.1)

(Insert Name) provided the Committee with a presentation respecting a review of the ABC Advisory Committee Terms of Reference.

(Mover/Second)

That the presentation respecting the ABC Advisory Committee Terms of Reference Review, be received; and

That the ABC Advisory Committee Terms of Reference Review, be amended to *(insert recommendation approved by the Committee)*

CARRIED

(ii) ABC Advisory Committee Strategic Plan (Item 5.2)

(Insert Name) provided the Committee with a presentation respecting a review of the ABC Advisory Committee Strategic Plan.

(Mover/Second)

That the presentation respecting the ABC Advisory Committee Strategic Plan, be received; and

That the ABC Advisory Committee Strategic Plan, be approved. *(or insert recommendation approved by the Committee)*

CARRIED

6. DISCUSSION ITEMS**(i) Roles, Responsibilities and Expectations of New Members (Item 6.1)****(Mover/Second)**

That the Roles, Responsibilities and Expectations of New Members, be approved. *(or insert recommendation approved by the Committee)*

CARRIED**7. NOTICES OF MOTION****(i) ABC Advisory Committee Meeting Schedule (Item 7.1)**

(Committee Member's Name) introduced a Notice of Motion respecting the ABC Advisory Committee Meeting Schedule.

(A Notice of Motion can be left as a Notice of Motion and then placed on the next Committee agenda or the Rules of Order can be waived to allow the introduction of the Notice of Motion as a Motion at this meeting, if so, a motion to waive the rules, is required)

(Mover/Second)

That the Rules of Order to be waived to allow for the introduction of a motion respecting the ABC Advisory Committee Meeting Schedule.

CARRIED**(Mover/Second)**

That the ABC Advisory Committee Meeting Schedule, be approved. *(or insert recommendation approved by the Committee)*

CARRIED**8. MOTIONS****(i) ABC Advisory Committee Change to the Location of Meetings (Item 8.1)****(Mover/Second)**

That the ABC Advisory Committee Meeting Location be changed to _____. *(or insert recommendation approved by the Committee)*

CARRIED**9. OTHER BUSINESS****(i) Title**

Brief overview of the item

10. ADJOURNMENT**(Mover/Second)**

That, there being no further business, the meeting be adjourned at ____ a.m./p.m. *(insert time that the meeting adjourned)*

CARRIED

The minutes are signed by the Chair or Vice Chair (whoever presided over the meeting) and the Secretary.



Hamilton

To:	Chair and Members General Issues Committee
From:	_____ (Co-Chair) _____ and _____ (Co-Chair) _____ Arts Advisory Commission (to be signed by the Chair)
Date:	March 22, 2017
Re:	Transfer from reserve for Big Picture 2017 Arts Community Outreach Event (AAC-17-01) (City Wide)

Recommendation:

That an amount of up to \$13,000 be transferred from the Arts Advisory Commission Reserve (112212) to Arts Advisory Commission operating (300322) to fund the Commission’s 2017 outreach event and programs.

Background: *(Describe here what the money will be used for and why the Committee is asking for more)*

The Arts Advisory Commission (AAC) 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 over the last five years has been the development of a strategic arts funding model through its Arts Funding Task Force.

A new AAC was appointed in 2016. The new members of the AAC are looking to undertake a community outreach and consultation program to determine the issues important to the arts community moving forward.

Analysis/Rationale: *(In the Analysis/Rationale section, the Committee should explain why the recommendation is being put forward, benefits for the recommendation, and any another information, which Committee wishes to share with the Grants Sub-Committee to support the recommendation)*

In 2017, the Arts Advisory Commission will focus its efforts on outreach and consultation with the arts community to identify issues important to the community. It is assumed that issues such as; artists living and work space costs, sustaining and growing the arts community and promoting the arts community will be identified among others. Consultation plans include a symposium type event to bring the community together along with interviews and online surveys. The results of this work will be used to develop the AAC work plan for 2017-2018.



Declaration of Interest Form

Disqualifying Interest

Meeting Date & Type:

Meeting Type: _____
(Committee/Council)

Date of Meeting: _____

Subject Matter:

Item Number: _____

Item Title: _____

Declaration:

I, member _____ declare a disqualifying interest with respect to:

on the Council / Committee agenda dated

For the following reason(s) I am prevented from making an impartial decision on the matter:

Original sign by (your name)

Member Signature

A **disqualifying interest** is an interest in a matter regarding which a reasonable person fully informed of the facts and circumstances would conclude that the Member could not participate impartially in the decision-making process related to the matter either because to do so would not be in compliance with the Municipal Conflict of Interest Act, or, because

the Member's relationship to persons or bodies involved in the matter or affected by the decision is so close, a reasonable person would conclude that the Member could not effectively carry out their public duty with impartiality.

Appendix 'J'



Hamilton

Declaration of Interest Form

Non-Disqualifying Interest

Meeting Date & Type:

Meeting Type: _____
(Committee/Council)

Date of Meeting: _____

Subject Matter:

Item Number: _____

Item Title: _____

Declaration:

I, member _____ declare a non-disqualifying interest with respect to:

on the Council / Committee agenda dated _____

For the following reason(s) I am not prevented from making an impartial decision on the matter:

Original sign by (your name)

Member Signature

*A **non-disqualifying** interest is an interest in a matter that, by virtue of the relationship between the Member and other persons or bodies associated with the matter, is of such a nature that a reasonable person fully informed of the facts and circumstances would conclude that the Member could still participate impartially in the decision-making processes related to the matter only so long as:*

*The Member fully discloses the interest so as to provide transparency about the relationship; and
The Member states why the interest does not prevent the Member from making an impartial decision on the matter.*

PROCEDURAL HANDBOOK FOR CITIZEN APPOINTEES TO CITY OF HAMILTON LOCAL BOARDS

For comments or questions, please contact:

905-546-2424 Ext. 4304



Hamilton

GOVERNANCE REVIEW SUB-COMMITTEE

REPORT 23-002

Thursday, May 25, 2023

1:30 p.m.

Council Chambers

Hamilton City Hall

Present: Councillors T. Hwang (Chair), B. Clark, J.P. Danko and C. Kroetsch

**Absent
with Regrets:** Councillor N. Nann – City Business
Councillor M. Wilson - Personal

THE GOVERNANCE REVIEW SUB-COMMITTEE PRESENTS REPORT 23-002 AND RESPECTFULLY RECOMMENDS:

1. Feedback from the Advisory Committees on the Code of Conduct for Local Boards (FCS23032(a)) (Item 9.1)

That Report FCS23032(a), respecting Feedback from the Advisory Committees on the Code of Code of Conduct for Local Boards, be received.

2. Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards (FCS23034(a)) (Item 10.1)

That the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards, attached hereto as Appendix 'A', be approved.

3. Use of Electronic Devices During Closed Meetings (Item 11.1)

WHEREAS, the City's Procedural By-law 21-021, as amended, at this time strictly prohibits the use of all electronic devices during closed session meetings;

WHEREAS, members of Committee and Council are required to use their computers/laptops during closed meetings, to review reports and add their names to the speaker list; and

WHEREAS, members of Committee and Council from time to time are required to respond to email and text inquiries during a closed meeting;

THEREFORE, BE IT RESOLVED:

That Section 8.7 of the City's Procedural By-law 21-021, as amended, be **amended** to allow the use of computers/laptops during Closed Meetings, and that notice of the proposed amendment be given pursuant to the City's Public Notice Policy By-law 07-351:

8.7 Electronic devices at IN-PERSON / VIRTUAL / HYBRID meetings:

- (a) Every person shall have all electronic devices, including but not limited to phone, computers, and similar electronic devices, etc. switched to a non-audible function during Council and Committee meetings.
- (b) ***The use of personal electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings be strictly prohibited;***
- (c) The use of **City** electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings ***be limited to text communications;***
- (d) The use of **all** electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings ***are not to be used as a telephone, recording device or camera;***
- (e) Staff from the Office of the City Clerk are exempted from 8.7(c) when using electronic devices for record-keeping purposes.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

12. NOTICES OF MOTION

12.1 Major Efficiency Improvements to the Council Calendar for 2024

The May 25, 2023 Agenda of the Governance Review Sub-Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) **March 27, 2023 (Item 4.1)**

The Minutes of the March 27, 2023 meeting of the Governance Review Sub-Committee was approved, as presented.

(d) **MOTIONS (Item 11)**

(i) **Use of Electronic Devices During Closed Meetings (Item 11.1)**

WHEREAS, the City's Procedural By-law 21-021, as amended, at this time strictly prohibits the use of all electronic devices during closed session meetings;

WHEREAS, members of Committee and Council are required to use their computers/laptops during closed meetings, to review reports and add their names to the speaker list; and

WHEREAS, members of Committee and Council from time to time are required to respond to email and text inquiries during a closed meeting;

THEREFORE, BE IT RESOLVED:

That Section 8.7 of the City's Procedural By-law 21-021, as amended, be amended to allow the use of computers/laptops during Closed Meetings, and that notice of the proposed amendment be given pursuant to the City's Public Notice Policy By-law 07-351::

8.7 Electronic devices at IN-PERSON / VIRTUAL / HYBRID meetings:

- (a) Every person shall have all electronic devices, including but not limited to phone, computers, and similar electronic devices, etc. switched to a non-audible function during Council and Committee meetings.
- (b) The use of electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings **be limited to text communications.**
- (c) ***The use of electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings are not to be used as a telephone, recording device or camera.***
- (d) Staff from the Office of the City Clerk are exempted from subsection 8.7(b) when using electronic devices for record-keeping purposes.

That the motion respecting Use of Electronic Devices During Closed Meetings, be **amended**, as follows:

8.7 Electronic devices at IN-PERSON / VIRTUAL / HYBRID meetings:

- (a) Every person shall have all electronic devices, including but not limited to phone, computers, and similar electronic devices, etc. switched to a non-audible function during Council and Committee meetings.
- (b) ***The use of personal electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings be strictly prohibited;***
- (c) The use of **City** electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings be limited to text communications.
- (d) The use of **all** electronic devices at IN-PERSON / VIRTUAL / HYBRID Closed Meetings are not to be used as a telephone, recording device or camera.
- (e) Staff from the Office of the City Clerk are exempted from subsection 8.7(c) when using electronic devices for record-keeping purposes

For further disposition of this matter, refer to Item 3.

(e) NOTICES OF MOTION (Item 12)

(i) Major Efficiency Improvements to the Council Calendar for 2024 (Added Item 12.1)

Councillor Kroetsch introduced the following revised Notice of Motion:

WHEREAS, a comprehensive review of the City's meeting schedule, timelines, procedural by-law, budget schedule and process and Committee structure would solve a number of problems, and would address one of the key governance concerns raised by Council during its priority setting session; and

WHEREAS, the detailed presentation received at the September 9, 2022, Governance Review Sub-Committee meeting, along with a further list of revisions would achieve major efficiency improvements to the Council Calendar for 2024.

THEREFORE, BE IT RESOLVED:

That staff report back to the Governance Review Sub-Committee respecting major efficiency improvements to the Council calendar for 2024, including:

- (a) Strict reporting timelines for staff so that Council and the public have more time to review reports and presentations (i.e. 2 weeks prior to the meeting date);
- (b) The elimination of the General Issues Committee and the shift of tasks from that Committee to the Administration portion of Audit, Finance and Administration Committee;
- (c) All members of Council sitting as members of all Standing Committees;
- (d) A different dispersal of Standing Committees and Council so there are fewer "Council" and "Committee" weeks and more consistency in scheduling with 2 Standing Committees reporting to a single Council meeting (i.e. Planning Committee and Public Works Committee would report to Council (first meeting of the month) and Emergency and Community Services Committee and Audit, Finance and Administration Committee reporting to Council (second meeting of the month)); **and**
- (e) Revising City's Procedural By-law 21-021, as amended, so it reads more clearly, is less repetitive.

~~(f) — **A complete review of the Budget Schedule and Process.**~~

(f) GENERAL INFORMATION / OTHER BUSINESS (Item 13)

The following amendments to the Outstanding Business List, were approved:

13.1 Amendments to the Outstanding Business List

- (a) Items Considered Completed and to be Removed
 - 1. Code of Conduct and Conflict of Interest Education and Communications (HUR22011(a)/CM22018(a)) (City Wide)
Item on OBL 22-E
Addressed as Item 10.5 on the March 27, 2023 agenda
 - 2. Integrity Commissioner and Lobbyist Registrar Contract (FCS22074) (City Wide)
Item on OBL: 22-D
Addressed as Item 10.6 on the March 27, 2023 agenda

3. Mandatory COVID-19 Vaccination Verification Policy for Members of Council and Members of Council Appointed Committees (FCS22016 / HR22010) (City Wide)
Item on OBL: 22-C
Addressed as Item 4 on the September 9, 2022 agenda
4. Feedback from the Advisory Committees on the Code of Conduct for Local Boards (FCS23032)
Item on OBL: 23-A
Addressed as Item 9.1 on today's agenda
5. Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards (FCS23034)
Item on OBL: 23-B
Addressed as Item 10.1 on today's agenda

(g) ADJOURNMENT (Item 15)

There being no further business, the Governance Review Sub-Committee meeting was adjourned at 11:34 a.m.

Respectfully submitted,

Councillor T, Hwang, Chair
Governance Review Sub-Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk



CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Planning, Administration and Policy Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	2022 Reserve Report (FCS23027) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Ailish Brooke (905) 546-2424 Ext. 6875
SUBMITTED BY:	Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department
SIGNATURE:	

RECOMMENDATION(S)

- (a) That the 2022 Reserve Report and the 2022 Reserve Details Report with 2021 Comparative Figures and 2023 to 2025 Projections attached as Appendix "A" to Report FCS23027, be received;
- (b) That reserve Working Fund-General (112400) be closed and the balance be allocated to the Tax Stabilization Reserve (110046);
- (c) That \$1,980,213.10 be allocated from the Safe Restart Agreement Reserve (110054) to the COVID-19 Emergency Reserve (110053);
- (d) That the following reserves be closed:
 - i) Development Charges service component reserve Stormwater – Residential (110304);
 - ii) Development Charges service component reserve Stormwater – Non-Residential (110305);
 - iii) Development charges service component reserve Administrative Studies Community Based – Residential (110354);
 - iv) Development Charges service component reserve Administrative Studies Community Based – Non-Residential (110355);

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 2 of 14

- v) Development Charges service component reserve Parking Services – Residential (110344);
 - vi) Development Charges service component reserve Parking Services – Non-Residential (110345);
 - vii) Development Charges service component reserve Airport Services – Residential (110342);
 - viii) Development Charges service component reserve Airport Services – Non-Residential (110343);
- (e) That reserve Federal Gas Tax Reserve (112213) be renamed to Canada Community-Building Fund Reserve;
- (f) That reserve Building Permit Fees Revolving Fund (104050) be renamed to Building Permit Revenue Stabilization;
- (g) That Hamilton Public Library reserve Accessibility, Renewal and Health & Safety Reserve (106013) be renamed to Capital Enhancement Reserve in accordance with the approved recommendation by the Hamilton Public Library Board on December 18, 2019.

EXECUTIVE SUMMARY

The purpose of Report FCS23027 is to present Council with a detailed summary of the unaudited balances of the City of Hamilton’s reserves at December 31, 2022 in comparison to the 2021 year-end balance and projections for the years 2023 to 2025. The 2023 to 2025 forecast is based on budgeted transfers to and from the reserves and other known requirements including anticipated income and investment activities.

Table 1 summarizes the overall reserve positions at December 31, 2021 and 2022 and projected balances for December 31, 2023, 2024 and 2025.

Tax and Rate Supported Reserves, Obligatory Reserves and the Hamilton Future Fund totalled \$1,369 M at December 31, 2022, representing a \$75 M, or 5.83%, increase over the 2021 balance of \$1,293 M. A significant portion of this increase is the result of 2022 Development Charge (DC) collections and recoveries exceeding DC Capital financing requirements by \$93 M.

The changes in reserve balances are detailed in Appendix “A” to Report FCS23027. The overall reserve balance for 2023 is forecasted to increase by \$90 M, or 6.59%, from \$1,369 M in 2022 to \$1,459 M in 2023 based on current commitments.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 3 of 14

**Table 1
Overall Reserve Position**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)
Tax Supported Reserves	476,042,857	470,780,720	484,180,717	529,704,531	574,074,409
Rate Supported Reserves	135,707,319	106,428,559	83,582,317	86,493,469	89,508,329
Total Non-Obligatory	611,750,176	577,209,278	567,763,034	616,198,000	663,582,738
Obligatory Reserves	617,917,714	726,396,963	824,261,453	902,797,189	985,861,273
Sub-total Before Future Fund	1,229,667,890	1,303,606,242	1,392,024,486	1,518,995,190	1,649,444,011
Hamilton Future Fund Reserves	63,847,910	65,327,933	67,126,489	68,972,419	71,880,141
Total Reserves	1,293,515,800	1,368,934,175	1,459,150,975	1,587,967,609	1,721,324,152

Alternatives for Consideration – Not Applicable**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: Not applicable.

Staffing: Not applicable.

Legal: Not applicable.

HISTORICAL BACKGROUND**Purpose of Reserves and Reserve Funds**

The City maintains reserves and reserve funds to retain capital for future use. Reserves serve as general pools of capital that are often used to mitigate risk, maintain assets, support growth or meet unexpected expenses. Reserve funds are established for a specific purpose such as covering a foreseeable future expense or retaining monies for a particular goal, such as, defined capital projects or initiatives that involve substantial expense. Reserves and reserve funds share the purpose of easing the burden of the levy on the taxpayer for significant or infrequent expenses, minimizing credit market risk by accumulating financial resources for future capital needs, decreasing reliance on borrowing and offering a form of protection against unforeseeable situations, such as, catastrophic events, emergencies, etc. Reserves and reserve funds are leveraged to contribute to the City's long-term financial stability and flexibility.

Reserves and reserve funds are reviewed by staff as part of the annual reserve report process to understand the intended use, relevancy, appropriateness and target annual allocation and balances. As part of the annual reserve report, reserves and reserve funds may be recommended for amendment, closure or consolidation.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 4 of 14

Obligatory versus Discretionary Reserve Funds

Reserve Funds may be obligatory (required by legislation) or discretionary (voluntarily established by Council). Council has the authority to allocate funds from obligatory reserve funds subject to the restrictions of the applicable legislation. In contrast, Council has defined what constitutes an authorized use from discretionary reserve funds and there are processes that can be undertaken should Council seek to use funds for alternate purposes.

Monitoring of Reserve Program

A formal Performance Audit Report (2017-01) was conducted on the reserve program in 2017 which resulted in 13 recommendations through Report AUD17011. Through the data collection process for Report FCS23027, staff sought additional comments from reserve owners which will support future opportunities to consolidate the number of reserves in accordance with the recommendations of Report AUD17011 to increase effectiveness and efficiency of reserve administration activities. As of December 31, 2022, the City manages 202 active reserves (10 of which have been recommended for closure via recommendations to Report FCS23027). This includes 51 reserves with no forecasted expenditures between 2023 and 2025 which will be scrutinized over the next year for possible consolidation or closure.

Capital Markets and Credit Rating

Responsible fiscal management translates into an ability to borrow in financial markets at attractive interest rates. Credit rating agencies consider reserve policies, along with other financial policies including short-term financial planning and long-term financial planning (i.e. operating and capital budgets), when determining the credit rating of a local government.

On October 13, 2022, S&P Global Ratings (“S&P”) maintained the City of Hamilton’s credit rating at ‘AAA’ with a ‘Stable’ outlook. In S&P’s published report, their outlook over the forecast period from 2022 to 2024, inclusive, reflected its expectation that the City will continue to implement prudent long term financial planning policies to maintain strong budgetary performance and that deficits (which result after taking into account capital revenues and expenditures, as well as, operating revenues and expenditures) would continue to be modest. Over the period 2020 to 2024, S&P expect an after-capital deficit of 3% of total revenues, on average. S&P anticipate that the debt burden will remain relatively stable. S&P noted their belief that Hamilton continues to show characteristics of a resilient economy, including diversification. S&P also noted the City’s strong liquidity position, which is remarked to be a key strength in Hamilton’s credit rating.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 5 of 14**Debt Indicators**

At December 31, 2022, the City had total debt outstanding of \$302.5 M (excluding Mortgages and Lease Purchase Agreements). Total approved debt for the City is \$905 M for 2023 and forecasted \$1,201 M for 2024, including previously approved debt still to be issued. This number is expected to increase with forecasts showing potential approved debt outstanding of \$1,434 M in 2025. The amount of actual debt outstanding may be less because of timing in debenture issuance, delay in project completions or project deferrals. The significant increase in debt over the next three years is attributable to substantial investment in the City's Water, Wastewater and Storm Infrastructure, West Harbour Initiatives, Transit Infrastructure, as well as, significant DC supported debt to fund both Rate and Tax related growth infrastructure needs.

The annual debt payments are planned for and recovered through the property tax levy (tax supported debt), rate user fees (rate supported debt) or DC reserves (DC supported debt) depending on the nature of the debt. Staff monitors and reports on both Council approved and legislative thresholds through the annual budgeting process and anytime new debt is being considered for approval.

Selected financial indicators related to potential outstanding debt forecasts can be found in Table 2.

Table 2
Selected Financial Indicators
Fiscal Year End December 31

	Actual 2021	Actual 2022	Projected 2023	Projected 2024	Projected 2025
Approved Debt Outstanding (excluding Mortgages and Lease Purchase Agreements) (\$)	348,062,825	302,527,900	904,558,032	1,201,038,196	1,434,322,967
Debt per Capita (\$)	596	512	1,514	1,987	2,346
Debt per Capita Year over Year (% Change)	3%	-14%	196%	31%	18%
Debt to Reserve Balance	27%	22%	62%	76%	83%

Note: 2021 Actual Debt Per Capita has been restated compared to Report FCS22065.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The 2022 Reserve Report (Report FCS23027) is prepared in accordance with City of Hamilton Reserve Policy – Administration of Financial Reserves and Reserve Funds and relevant legislation and agreements (e.g. the *Municipal Act, 2001*, the *Development Charges Act, 1997*, the *Building Code Act, 1992* and the *Canada Community Building Fund Agreement (CCBF)*).

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 6 of 14

RELEVANT CONSULTATION

Staff from all City Departments, the Hamilton Police Service and the Hamilton Public Library have reviewed and provided information for the preparation of the 2022 Reserve Report and the 2022 Reserves Detail Report, which is attached as Appendix “A” to Report FCS23027.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**2022 Actual Activities**

The overall reserve position increased by \$75 M, or 5.83 %, from \$1,293 M in 2021 to \$1,369 M in 2022. The following factors contributed to the year-over-year increase:

- (a) A \$93 M excess of 2022 DC collections and recoveries relative to capital financing requirements.

Report FCS23035, Development Charges Reserves Status Report as of December 31, 2022, provides additional information on the DC Reserve activities through 2022.

The impacts on DC collections of the *More Homes Built Faster Act, 2022 (Bill 23)* have not yet been factored into the DC Reserves forecasting as the Act was proclaimed on November 28, 2022. In addition, due to the uncertainty arising from the *More Homes Built Faster Act, 2022 (Bill 23)*, staff did not utilize the authority in the DC Reserve Policy (FCS13035) which permits staff to change projects planned to be debt funded to be direct reserve funded if funds are sufficient. These two factors combined leads to forecasted DC Reserve balances that are higher than they will be once a fulsome review of the *More Homes Built Faster Act, 2022 (Bill 23)* is complete. Report FCS22085 Bill 23, *More Homes Built Faster Act, 2022* as it relates to the *Development Charges Act*, addresses staff initial considerations related to the future impact on DC collections. Staff continues to assess the implications of the *More Homes Built Faster Act, 2022 (Bill 23)* and will be providing a separate report back to Council this summer.

- (b) A \$18 M increase in the Parkland Dedication Reserve due to historically high collections as a result of the increase in land values during 2022.

Report FCS23041, Parkland Dedication Reserve Status Report as of December 31, 2022, provides additional information on the Parkland Dedication Reserve activities through 2022.

- (c) A \$29 M decrease in the Rate Supported Reserves as a result of capital project expenditures exceeding funding.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 7 of 14

Table 3 to Report FCS23027 summarizes the overall reserve activity through 2022 and position as of December 31, 2022 by reserve type.

Table 3
Overall Reserve Position
2022 Activity Reserve Group

	Tax Supported Reserves	Rate Supported Reserves	Obligatory Reserves	Future Fund Reserves	Total Reserves
Opening Balance - January 01, 2022	476,042,857	135,707,319	617,917,714	63,847,910	1,293,515,800
Add:					
Interest Earned	11,439,873	4,933,963	15,065,894	1,297,609	32,737,339
Transfers to Reserves	82,173,992	27,395,410	873,096	-	110,442,498
Collections	7,611,384	266,805	105,667,237	-	113,545,425
Gas Tax Revenue	-	-	36,981,557	-	36,981,557
Other Receipts	66,966,815	4,723,804	48,106,519	182,413	119,979,552
	168,192,064	37,319,981	206,694,303	1,480,023	413,686,371
Less:					
Capital & Operating Expenditures	172,657,755	66,598,746	99,011,839	-	338,268,340
	172,657,755	66,598,746	99,011,839	-	338,268,340
Ending Balance - December 31, 2022	471,577,166	106,428,554	725,600,178	65,327,933	1,368,933,831

Note: Anomalies due to rounding

Reserve Balances

Over the last five years, the reserve balances have increased from \$897 M in 2018 to a balance of \$1,304 M as at December 31, 2022 (excludes Hamilton Future Fund Reserves). The increase is primarily the result of increases in reserve provisions and overall collections, including DCs, Canada Community Building Fund from Federal Gas Taxes and Parkland Dedication offset by completion of major projects and capital financing charges.

Staff is forecasting a moderate increase in reserve balances of \$87 M over 2023 (excludes Hamilton Future Fund Reserves), primarily due to an increase in Obligatory Reserves and Tax Supported Reserves which is offset by a decrease in Rate Supported Reserves. By the end of 2023, Rate Supported Reserve balances are expected to decrease in the amount of \$23 M, specifically, a decrease in the Wastewater Improvement Subsidy Reserve of \$14 M. Obligatory Reserves are forecasted to increase by \$98 M driven primarily by an increase in DCs Reserves of \$103 M in 2023.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 8 of 14

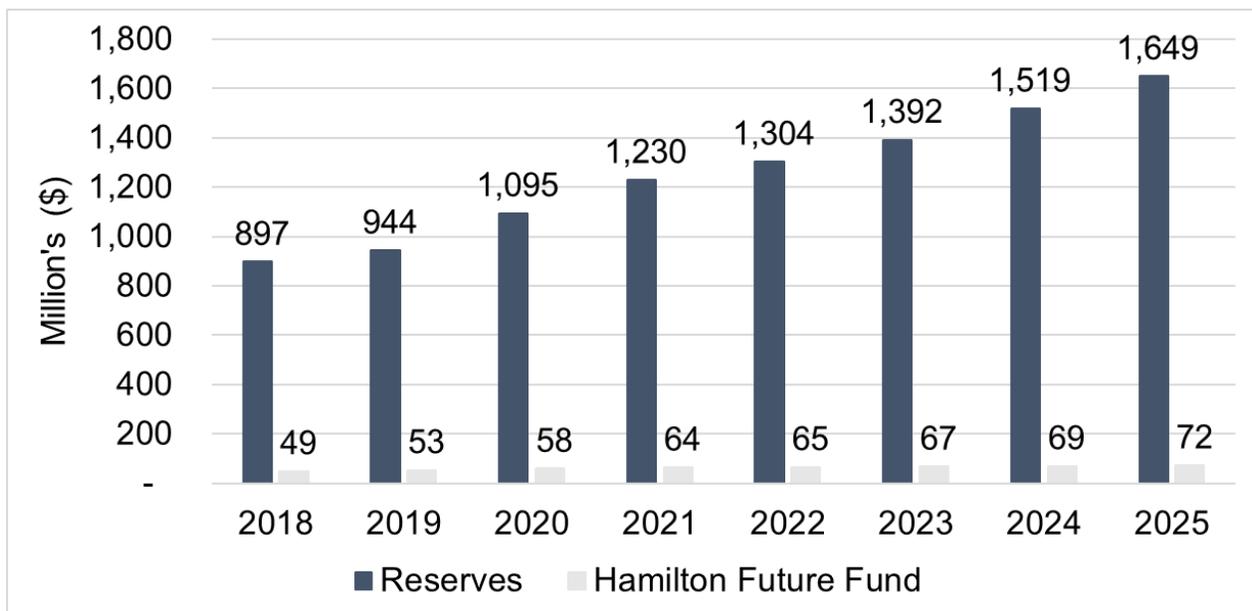
The DC reserves, classified as Obligatory Reserves, are a function of development activity and capital infrastructure construction. Where capital infrastructure is required in advance of the development, debt issuances will be closely monitored to ensure sustainability of the DC reserves. Other services (i.e. recreation, library, parking) have more flexibility and can often come online after a significant amount of the development and related collections have been completed. Therefore, these types of services typically require fewer debt issuances.

The impacts of the *More Homes Built Faster Act, 2022 (Bill 23)* have not yet been reflected in reserve forecasts. Report FCS23035, is planned to be presented at the June 15, 2023 meeting of the Audit, Finance and Administration Committee meeting and provides additional details on the DC Reserves. Staff continues to assess the implications of the *More Homes Built Faster Act, 2022 (Bill 23)* and is planning to present a separate report at the June 14, 2023 meeting of the General Issues Committee.

Tax Supported Reserves, Obligatory Reserves and Hamilton Future Fund Reserves are expected to increase by 2025, while Rate Supported Reserves are expected to decrease by 2025.

Graph 1 shows a five-year reserve history and 2023-2025 reserve projections for the City of Hamilton.

**Graph 1
Reserve History & Projections**



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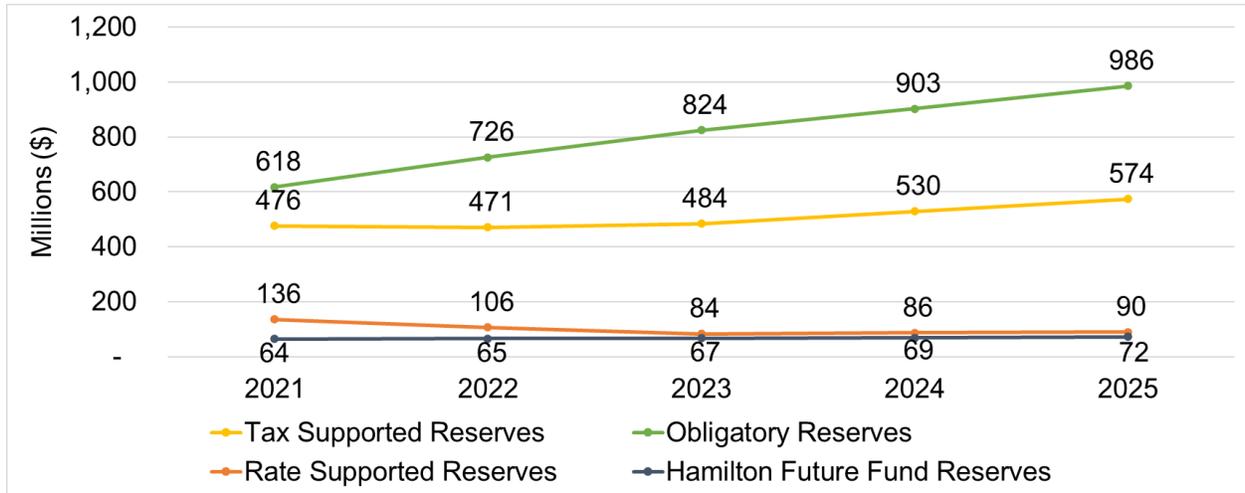
OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 9 of 14

Graph 2 shows the reserve history for 2021 and 2022 and reserve projections for 2023 to 2025 by reserve group.

**Graph 2
Overall Reserve Position**



Sustainability of Reserves

The 2022 Reserves Detail Report, attached as Appendix “A” to Report FCS23027, indicates whether the reserves are sustainable in the short-to-medium term or not. The criteria used to determine sustainability is as follows:

- If the annual contributions are sufficient to offset future requirements over the three-year forecast 2023-2025;
- If there are committed contributions to the reserve; and
- If there is a financial plan in place to ensure target levels are met and maintained.

The following list shows the reserves that are forecasted to be non-sustainable as of December 2022:

- 110025 – Vehicle Replacement Reserve
- 100031 – Hamilton Fire Department – Equipment Replacement Reserve
- 110022 – Hamilton Paramedic Service – Vehicle Replacement Reserve
- 112205 – Winter Control Reserve
- 112270 – Waste Management Recycling
- 112271 – Waste Management Facilities-Replace\Upgrade Reserve

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 10 of 14

The sustainability of reserves continues to be assessed. Approaches to addressing reserve sustainability vary depending on the nature and purpose of the reserve. Staff will work to ensure long-term sustainability of the above-noted reserves that have been identified as not sustainable which may include increases to contributions to reserves through the annual budgeting process.

Outstanding Liabilities

There are obligations of the City which exist in addition to the amounts accumulated in reserves as detailed below. The details presented are draft based on the City's unaudited financial statements.

The City provides certain employee benefits that require funding in future years which are currently estimated at \$412 M as at December 31, 2022. The City has established reserves to provide for some of these liabilities while other amounts, such as accrued vacation, have been recorded as liabilities on the City's Balance Sheet. The amounts in the reserves to provide for the liabilities total \$101 M, or 22%, of the total liability thus leaving net employee-related unfunded liabilities to be recovered in the future from either reserves or the operating fund at \$311 M as illustrated in Table 4.

Currently, there is no Public Sector Accounting Board (PSAB) requirement to provide funding for the net unfunded liability portion of these employee benefits either from reserves or taxation. These unfunded liabilities can be funded as they occur in future years, either from the operating budget or from dedicated reserves. A financing strategy requires approval by Council either through a report or through the Budget process. Corporate Services staff will continue to monitor these liabilities to ensure a funding source is available as they come due.

The City owns and operates one open landfill and maintains 12 closed landfills. The open Glanbrook site is estimated to reach capacity and close in 2055. The estimated liability for future costs associated with the operational site and post-closure care of the closed sites is estimated at \$84 M net of provisions in the reserves. This liability amount is primarily comprised of two factors: resetting the post period monitoring of closed landfills to 50 years and the addition of internal staff costs being added to the landfill liability calculation. It is important to note that this is an estimated amount and will be funded on an as-needed basis as future landfill liabilities come due.

Including the landfill site, total liabilities to be recovered in the future are estimated at \$393 M. Table 4 summarizes the estimated future liabilities by category.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 11 of 14

Table 4
Draft Estimate of Outstanding Liabilities (\$ 000's)

	2021 (\$)	2022 (\$)
Employee Benefits and Future Obligations:		
Sick Leave Benefit Plan	62,692	65,388
Long Term Disability Insurance	44,975	46,742
Worker's Safety & Insurance Board Liabilities	132,478	164,562
Retirement Benefits	170,423	172,675
Vacation Benefits	27,031	26,928
Pension Benefit Plans	(40,311)	(18,338)
	397,288	457,957
Net unamortized actuarial gain	(9,596)	(59,699)
Valuation allowance	9,041	13,285
	396,733	411,543
Less:		
Provisions in Reserves and Balance Sheet	(95,511)	(100,846)
Employee Related Liabilities to be recovered in the future	301,222	310,697
Waste Management Facilities liabilities:		
Open and Closed landfill sites	78,272	83,511
Less:		
Provisions in Reserves	(1,275)	(1,306)
Waste Management liabilities to be recovered in the future	76,997	82,205
Total Liabilities to be recovered in the future	378,219	392,902

Outstanding Internal Loans

Internal borrowing from reserves reduces reliance on external debenture borrowings which reflects favourably on the City's credit rating and provides Council with an alternative financial tool to manage budgetary pressures. Internal borrowing from a reserve should only be permitted when analysis of the reserve's funds indicates excess funds are available and the use of these funds will not impact the reserves' forecasted operations.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 12 of 14

At December 31, 2022, the total principal outstanding for internal loans from reserves was \$63.47 M with annual repayments of \$7.36 M and maturities ranging from 2023 to 2046. Appendix “B” to Report FCS23027 provides a detailed summary of all outstanding internal loans from reserves. In 2022, \$2.79 M of loans have been fully amortized, while 17 new loans, for a total of \$18.86 M, were approved. These factors, combined with annual repayments, resulted in an increase of \$9.81 M in the overall principal outstanding amount.

Reserve Closures

As of December 31, 2022, the City manages 204 active reserves. This includes 56 reserves with no forecasted expenditures between 2023 and 2025.

In accordance with the recommendations of Report AUD17011, Report FCS23027 is recommending the closure and consolidation of nine reserves.

Staff recommends the closure of the Working Fund-General Reserve (112400) and that the remaining funds be allocated to the Tax Stabilization Reserve (110046) via Recommendation (b) to Report FCS23027. The purpose of the Working-Fund General Reserve is to provide positive cash balances during times when cash flows are low and to fund unbudgeted deficits in various programs. This purpose is not substantially different from the purpose of the Tax Stabilization Reserve and is a prime candidate for consolidation in accordance with the recommendations of Report AUD17011.

Staff recommends that \$1,980,213.10 of unrestricted interest earned be allocated from the Safe Restart Agreement Reserve (110054) to the COVID-19 Emergency Reserve (110053) via Recommendation (c) to Report FCS23027. The amount owing to the Government of Ontario, \$5,874,810.22, will remain in the Safe Restart Agreement Reserve (110054) until such time as the funds are returned to the Province or alternate use is approved. Staff is awaiting direction from the Government of Ontario regarding the return of unused Safe Restart Agreement Funds.

Staff recommends the closure of 8 reserves via Recommendation (d) to Report FCS23027 as follows:

- The DC service component reserves Stormwater – Residential (110304) and Stormwater – Non-Residential (110305). DC collections for Stormwater service components are distributed between combined and separated sewer system area reserves as per the direction to split stormwater DCs through the 2019 DC By-law Study process via Recommendation (i) to Report FCS23027. As a result, reserves 110304 and 110305 have been allocated to the combined and separated sewer system DC Reserves (110350, 110351, 110352 and 110353) in accordance with the methodology in the 2019 DC Study and are no longer required.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 13 of 14

- The DC service component reserves Administrative Studies Community Based – Residential (110354) and Administrative Studies Community Based – Non-Residential (110355). These reserves were established as part of the 2019 DC By-law process in anticipation of legislated changes that did not occur. DC collections for all administrative studies have been consolidated to reserves 110324 and 110325. Therefore, reserves 110354 and 110355 are no longer required.
- The DC service component reserves Parking Services – Residential (110344), Parking Services – Non-Residential (110345), Airport Services – Residential (110342) and Airport Services – Non-Residential (110343). The City adopted By-law 22-158, Community Benefits Charges By-law on June 16, 2022 with an effective date of September 18, 2022. In accordance with the requirements in Section 37 (51) 1 of the *Planning Act, 1990*, as amended, the balances in the City's Airport and Parking DC Reserves were transferred to the City's Community Benefits Charge Transition Reserve (110501) which is part of the Community Benefits Charges Special Account required under Section 37(42) of the *Planning Act, 1990*, as amended. As a result, these reserves are no longer required.

Renamed Reserves

Staff recommends that the Federal Gas Tax Reserve (112213) be renamed to the Canada Community-Building Fund Reserve via Recommendation (e) to Report FCS23027. The Canada Community-Building Fund is a permanent source of funding for local infrastructure priorities provided by the Federal government. This funding stream was previously called the Federal Gas Tax but was renamed in 2021.

Staff recommends that the Building Permit Fees Revolving Fund (104050) be renamed to Building Permit Revenue Stabilization via Recommendation (f) to Report FCS23027 as a more accurate description of the purpose of the reserve.

Staff recommends that the Hamilton Public Library reserve Accessibility, Renewal and Health & Safety Reserve (106013) be renamed to the Capital Enhancement Reserve via Recommendation (g) to FCS23027. This recommendation is in alignment with the Hamilton Public Library Board's approved recommendation on December 18, 2019.

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.

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SUBJECT: 2022 Reserve Report (FCS23027) (City Wide) – Page 14 of 14

Economic Prosperity and Growth

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

Built Environment and Infrastructure

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

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 FCS23027 – 2022 Reserves – Detail Report with 2021 Comparative Figures and 2023 to 2025 Projections

Appendix “B” to Report FCS23027 – Outstanding Internal Loans from Reserves Summary as at December 31, 2022

AB/dt



Hamilton

2022 Reserves – Detail Report

With 2021 Comparative Figures

&

2023-2025 Projections

*Report FCS23027 is based on the City of Hamilton's
2022 unaudited financial data at May 01, 2023.*

City of Hamilton

71 Main Street West

Hamilton, Ontario

L8P 4Y5

City of Hamilton
2022 Reserve Report

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RESERVES' SUMMARY

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
TAX SUPPORTED RESERVES						
VEHICLE & EQUIPMENT RESERVES						
Equipment Replacement Reserves						
100031 - Hamilton Fire Department - Equipment Replacement Reserve	670,000	517,528	(422,383)	(652,040)	(398,379)	No
100032 - Corporate Trunked Radio Communication System	1,346,895	1,685,335	1,400,632	1,140,274	902,781	Yes
100033 - Hamilton Paramedic Service - Equipment Replacement Reserve	1,677,282	(387,651)	(105,603)	(332,508)	450,293	Yes
100034 - Small Equipment Environmental Services	718,935	769,657	683,810	732,480	782,432	Yes
108023 - Information Technology Capital Reserve	1,009,207	793,041	1,067,222	1,348,626	1,637,441	Yes
110005 - Hamilton Beach Rescue	413,065	416,327	356,371	360,692	365,127	Yes
110015 - IT Management Reserve	8,395,389	10,727,836	13,100,747	15,508,975	17,948,139	Yes
110035 - Survey Equipment Replacement	266,488	297,798	229,654	261,033	293,237	Yes
110040 - Equipment Replacement - Operations	234,682	261,208	289,861	319,269	350,393	Yes
Sub-total Equipment Replacement Reserves	14,731,943	15,081,078	16,600,311	18,686,800	22,331,464	
Vehicle Replacement Reserves						
110020 - Vehicle Replacement - Police	2,145,507	4,632,848	2,447,108	2,486,236	2,526,394	Yes
110021 - Hamilton Fire Department - Vehicle Replacement Reserve	(2,066,324)	(2,503,169)	(4,375,216)	(677,391)	102,995	Yes
110022 - Hamilton Paramedic Service - Vehicle Replacement Reserve	1,378,554	1,021,889	(1,414,808)	480,487	(404,637)	No
110023 - Vehicle Replacement - DARTS	4,326,497	508,816	522,218	535,973	550,091	Yes
110025 - Vehicle Replacement - Central Garage	726,963	(3,674,383)	(3,613,724)	(4,424,373)	(4,979,988)	No
110030 - Vehicle Replacement - Transit	35,046,045	30,309,393	35,771,242	41,330,685	48,855,680	Yes
Sub-total Vehicle Replacement Reserves	41,557,241	30,295,394	29,336,820	39,731,617	46,650,535	
VEHICLE & EQUIPMENT RESERVES TOTAL	56,289,184	45,376,472	45,937,131	58,418,417	68,981,999	
CAPITAL RESERVES-TAX-SUPPORTED						
Capital Reserves						
108020 - Unallocated Capital Levy	32,242,933	27,681,458	36,302,922	40,643,370	44,915,665	Yes
108050 - Parkland Acquisition Reserve	3,380,863	8,974,691	11,200,951	12,984,330	15,526,943	Yes
108062 - Climate Change Reserve	1,520,960	1,556,976	4,932,330	7,595,172	10,328,154	Yes
Sub-total Capital Reserves	37,144,756	38,213,126	52,436,203	61,222,873	70,770,762	
Former Municipalities-Capital Reserves						
108030 - Capital Projects - Ancaster	111,265	(658,227)	(635,038)	(611,238)	(586,811)	One-Time
108031 - Capital Projects - Dundas	162,284	1,921	-	-	-	One-Time
108032 - Capital Projects - Flamborough	727,921	978,805	1,270,994	1,304,472	1,338,832	One-Time
108033 - Capital Projects - Glanbrook	4,030	4,125	4,234	4,345	4,460	One-Time
108034 - Capital Projects -Stoney Creek	611,331	625,808	638,188	654,998	672,250	One-Time
108035 - Capital Projects - Hamilton	1,463	-	-	-	-	Closed
117036 - S.C. Compensation Royalties (Terrapure Landfill)	3,026,302	4,341,650	5,957,830	7,620,126	9,326,208	Yes
Sub-total Former Municipalities-Capital Reserves	4,644,595	5,294,081	7,236,207	8,972,703	10,754,938	
Councillor's Infrastructure Program						
108051 - Ward 1 Special Capital Re-investment	3,708,771	3,109,012	4,825,362	6,521,118	8,261,540	Yes
108052 - Ward 2 Special Capital Re-investment	3,377,070	3,608,494	4,958,706	6,361,175	7,800,585	Yes
108053 - Ward 3 Special Capital Re-investment	1,388,608	2,095,564	3,133,558	4,379,040	5,657,328	Yes
108054 - Ward 4 Special Capital Re-investment	(1,458,310)	910,191	2,112,924	3,514,423	4,952,837	Yes
108055 - Ward 5 Special Capital Re-investment	600,962	2,473,422	3,796,549	5,134,506	6,507,705	Yes
108056 - Ward 6 Special Capital Re-investment	446,056	1,144,308	1,838,712	3,372,066	4,945,809	Yes
108057 - Ward 7 Special Capital Re-investment	3,392,969	2,775,900	4,254,033	6,213,631	8,224,845	Yes
108058 - Ward 8 Special Capital Re-investment	2,264,853	359,314	1,705,113	3,239,291	4,813,878	Yes
108059 - Ward 9 Special Capital Re-investment	55,160	81,397	107,447	134,978	163,234	Yes
108064 - Ward 14 Special Capital Re-investment	1,965,642	959,657	2,332,470	3,643,048	4,988,146	Yes
108070 - Ward 10 Special Capital Re-investment	42,015	54,241	66,239	79,029	92,156	Yes
Sub-total Councillor's Infrastructure Program	15,783,795	17,571,498	29,131,113	42,592,304	56,408,063	
CAPITAL RESERVES-TAX SUPPORTED TOTAL	57,573,146	61,078,705	88,803,523	112,787,879	137,933,763	
EMPLOYEE RELATED RESERVES						
Pension/Retirement Reserves						
112065 - Pension Deficiency Reserve	11,965,583	17,229,428	24,165,133	24,801,643	25,454,918	Yes
Sub-total Pension/Retirement Reserves	11,965,583	17,229,428	24,165,133	24,801,643	25,454,918	
Benefits' Reserves						
112015 - Long Term Disability Reserve	15,805,816	19,212,733	20,992,351	22,183,586	23,342,370	Yes
112020 - Unreported Claims Reserve	3,858,445	3,950,107	4,054,152	4,160,939	4,270,538	Yes
112025 - Claims Fluctuation Reserve-Health/Dental	22,322,895	19,492,332	17,209,995	14,910,916	12,590,558	Yes
112026 - Claims Fluctuations - Health/Dental (Police)	6,402,737	5,619,322	5,159,433	4,717,825	4,293,461	Yes
Sub-total Benefits' Reserves	48,389,893	48,274,494	47,415,931	45,973,267	44,496,927	

**City of Hamilton
 Reserve Balances at December 31, 2022**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
<u>Sick Leave Reserves</u>						
112030 - Sick Leave Liability - Police	7,104,445	7,272,678	7,464,241	7,660,849	7,862,635	Yes
112035 - Sick Leave Liability - General	5,006,557	6,314,733	6,880,252	7,557,931	8,306,145	Yes
Sub-total Sick Leave Reserves	12,111,002	13,587,411	14,344,493	15,218,780	16,168,781	
<u>Workplace Health & Safety Reserves</u>						
112040 - Workplace Safety & Insurance Board	41,617,770	42,022,967	42,532,322	43,039,355	43,543,590	Yes
112051 - Line of Duty Death Benefit Reserve	1,203,599	1,369,316	1,759,993	2,160,961	2,572,490	Yes
Sub-total Workplace Health & Safety Reserves	42,821,369	43,392,282	44,292,315	45,200,316	46,116,080	
EMPLOYEE RELATED RESERVES TOTAL	115,287,846	122,483,615	130,217,872	131,194,006	132,236,706	
<u>STABILIZATION RESERVES</u>						
110046 - Tax Stabilization Reserve	41,309,338	19,792,009	31,048,030	33,623,621	36,267,054	Yes
110048 - Grants & Subsidy Reserve	1,037,868	1,062,445	1,090,430	1,119,152	1,148,630	One-Time
110053 - COVID-19 Emergency Reserve	20,618,873	36,137,347	28,914,351	27,781,266	27,107,292	One-Time
STABILIZATION RESERVES TOTAL	62,966,080	56,991,801	61,052,811	62,524,040	64,522,976	
<u>OPERATING RESERVES</u>						
<u>Productivity Enhancement Reserves</u>						
112243 - Enterprise Fund Reserve	1,180,672	1,788,807	2,286,260	2,757,238	3,118,409	Yes
Sub-total Productivity Enhancement Reserves	1,180,672	1,788,807	2,286,260	2,757,238	3,118,409	
<u>Working Fund Reserves</u>						
112206 - Election Expense Reserve	1,432,301	34,526	656,296	1,306,991	1,990,660	Yes
112212 - Volunteer Committee Reserve	270,551	253,045	239,155	245,454	251,919	Yes
112230 - City Enrichment Fund	1,354,593	1,537,050	994,963	945,182	970,079	Yes
112300 - Investment Stabilization Reserve	48,150,496	45,153,202	48,913,883	52,773,620	56,735,022	Yes
112400 - Working Fund-General	23,628,539	24,188,063	-	-	-	Yes
Sub-total Working Fund Reserves	74,836,479	71,165,886	50,804,297	55,271,247	59,947,680	
OPERATING RESERVES TOTAL	76,017,151	72,954,693	53,090,556	58,028,485	63,066,089	
<u>PROGRAM SPECIFIC RESERVES</u>						
<u>Healthy & Safe Communities</u>						
<u>Housing Reserves</u>						
102045 - Emergency Repair Program-HHERP	290,024	210,004	154,867	93,090	29,686	One-Time
110041 - Social Housing Stabilization Reserve	373,523	382,368	-	-	-	Yes
110057 - Roxborough Community Improvement Plan Area	1,047,000	876,895	899,992	923,698	948,028	Yes
110058 - NHS Co-Investment Fund	-	1,264,314	1,648,869	2,308,899	3,363,212	Yes
112009 - Municipal Down Payment Assistance Program	106,192	108,706	-	-	-	One-Time
112239 - Federal Housing Initiatives	13,729	14,054	14,425	14,805	15,195	One-Time
112244 - Social Housing Transition Reserve	118,298	121,099	206,070	211,497	217,068	One-Time
112252 - Supplement/Housing Allowance Reserve	2,597,108	2,255,637	1,704,774	1,139,402	559,139	One-Time
112254 - Revolving Home Ownership Reserve	2,109,039	2,572,167	1,560,892	1,602,006	1,644,203	Yes
112256 - Affordable Housing Property Reserve	(1,268,186)	1,058,993	1,086,887	1,115,515	1,144,898	Yes
Sub-total Housing Reserves	5,386,727	8,864,237	7,276,776	7,408,912	7,921,428	
<u>Lodges Reserves</u>						
110042 - Lodges Infrastructure Reserve	324,801	310,565	318,746	327,141	345,636	Yes
Sub-total Lodges Reserves	324,801	310,565	318,746	327,141	345,636	
<u>Recreation Reserves</u>						
108038 - Four Pad Arena Capital Reserve	466,848	397,201	382,334	367,076	351,415	Yes
110049 - Four Pad Stabilization Reserve	309,033	316,350	324,683	333,235	342,013	Yes
Sub-total Recreation Reserves	775,881	713,552	707,017	700,311	693,428	
<u>Social Services Reserves</u>						
110044 - Ontario Works Stabilization Reserve	1,344,694	1,376,536	1,058,185	1,086,057	1,114,664	Yes
112214 - Social Services Initiative Fund	18,445	-	-	-	-	One-Time
112218 - Early Years System Reserve	3,759,496	3,701,749	3,586,487	3,468,189	3,346,776	One-Time
Sub-total Social Services Reserves	5,122,635	5,078,285	4,644,672	4,554,247	4,461,440	
Sub-total Healthy & Safe Communities	11,610,043	14,966,639	12,947,210	12,990,611	13,421,932	
<u>Public Health</u>						
112207 - Upwind & Downwind Conference	30,772	36,566	37,529	38,518	39,533	Yes
112219 - Public Health Services Reserves	289,864	296,728	304,544	312,566	320,799	One-Time
Sub-total Public Health	320,636	333,294	342,073	351,084	360,331	

**City of Hamilton
Reserve Balances at December 31, 2022**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Library Reserves						
106005 - Reserve For Mobile Equipment	669,472	715,798	60,276	105,707	152,094	Yes
106006 - Library Collections	1,387,061	1,445,301	1,503,831	1,563,706	1,624,959	Yes
106007 - Library General Development	4,795,680	5,541,858	5,443,116	5,460,723	5,508,389	Yes
106008 - Library Major Capital Projects	2,879,370	3,956,696	2,821,178	2,895,169	2,787,000	Yes
106009 - Summer Reading Program	544,774	557,674	570,501	583,622	597,046	Yes
106011 - Redeployment & Training Fund	524,324	538,962	551,358	564,039	577,012	Yes
106012 - Youth Programming Reserve	73,512	75,253	76,984	78,754	80,566	Yes
106013 - Accessibility, Renewal and Health & Safety Reserve	231,322	408,049	522,665	670,261	821,252	Yes
106014 - Library-Computer Reserve Fund	640,011	679,546	866,119	1,056,983	1,252,237	Yes
106015 - Library Donations Reserve	244,808	40,904	62,074	83,732	105,888	Yes
106110 - Special Gift Fund	2,145,124	2,239,179	2,279,179	2,349,179	2,419,179	One- Time
106130 - K McLaren Memorial Fund	50,938	53,378	54,778	56,178	57,578	One- Time
106152 - Waterdown Library Fund	52,037	2,874	2,940	3,008	3,077	One- Time
Sub-total Library Reserves	14,238,434	16,255,472	14,814,998	15,471,061	15,986,276	
Planning & Development Reserves						
Airport Reserves						
108043 - Airport Capital Reserve	896,971	919,264	941,482	964,285	987,689	Yes
112217 - Airport Joint Marketing Reserve Fund	544,103	276,220	314,858	455,830	600,516	Yes
Sub-total Airport Reserves	1,441,074	1,195,484	1,256,340	1,420,115	1,588,205	
Culture Reserves						
104080 - Reserve For Various Museums	379,808	395,640	406,061	416,757	427,734	Yes
108044 - Public Art Reserve	1,360,076	1,132,365	1,335,443	1,483,081	1,634,607	Yes
108049 - Downtown Public Art	62,219	59,488	61,055	62,663	64,314	Yes
108072 - Municipal Accommodation Tax	-	-	1,013,170	2,053,027	2,107,104	Yes
Sub-total Culture Reserves	1,802,102	1,587,493	2,815,730	4,015,528	4,233,759	
Development Related Reserves						
100045 - Services for New Subdivisions	4,043,529	4,139,279	4,248,308	4,360,208	4,475,056	Yes
108042 - Red Hill Business Park Reserve (594,868)	2,783,773	2,857,098	2,932,354	3,009,592	3,089,592	One-Time
110060 - Shovel Ready Industrial Land Reserve	2,142,391	1,886,611	1,024,452	139,583	(768,594)	One-Time
110086 - Development Fees Stabilization	15,462,650	17,854,201	16,151,730	16,577,167	17,013,809	Yes
117012 - Developer Deposits - Roads (SC)	1,028,604	1,052,961	69,143	70,964	72,834	One- Time
Sub-total Development Related Reserves	22,082,306	27,716,827	24,350,731	24,080,276	23,802,698	
Downtown/BIA's/Heritage Reserves						
100005 - Revolving Fund-Historic Properties	468,443	479,535	492,166	505,130	518,435	Yes
102047 - Community Heritage Program Reserve	94,224	96,455	68,601	40,012	10,671	One-Time
102048 - Main Street Program Reserve	1,334,342	1,365,939	540,724	352,332	158,979	Yes
102049 - Hamilton Community Heritage Fund	100,474	98,943	93,454	37,162	30,046	Yes
108036 - Downtown Hamilton Capital Program	2,639,333	3,132,275	3,118,355	2,845,883	2,819,527	Yes
112229 - Commercial Property Improvement Grant (C.P.I.G.) Reserve	340,531	348,595	307,119	234,155	159,269	Yes
Sub-total Downtown/BIA's/Heritage Reserves	4,977,347	5,521,743	4,620,419	4,014,675	3,696,926	
Economic Development						
112221 - Economic Development Investment Reserve	1,493,632	1,296,073	718,890	677,035	634,078	Yes
112231 - Conventions/Sports Events Reserve	920,375	984,553	1,010,486	1,037,102	1,064,420	Yes
Sub-total Economic Development Reserves	2,414,007	2,280,626	1,729,376	1,714,137	1,698,498	
Planning-Other Reserves						
100035 - Property Purchases	8,615,684	1,382,126	3,279,231	3,470,482	3,561,895	Yes
100036 - Bike Share Capital Reserve Fund	-	-	218,845	334,031	452,252	Yes
100051 - OPA 28 Fee Reserve (1,376,396)	(1,389,411)	(1,389,411)	(919,423)	(437,056)	58,017	One- Time
108021 - Parking Capital Reserve	7,977,816	7,609,985	7,875,275	8,277,238	9,472,970	Yes
115085 - HMPS Cash in Lieu of Parking Reserve	684,044	700,242	499,842	403,585	304,794	Yes
Sub-total Planning-Other Reserves	15,901,148	8,302,942	10,953,769	12,048,281	13,849,927	
Sub-total Planning & Development Reserves	48,617,985	46,605,115	45,726,364	47,293,013	48,870,013	
H.E.F. Reserves						
100025 - H.E.F. - Capital Projects (776,486)	(544,657)	(7,172)	(7,361)	(7,555)	-	One-Time
102025 - First Ontario Concert Hall Reserve	361,808	370,376	380,132	390,144	400,421	One-Time
Sub-total H.E.F. Reserves	(414,678)	(174,281)	372,959	382,783	392,866	
Police Reserves						
104055 - Tax Stabilization-Police	1,514,515	2,971,632	2,313,465	2,374,402	2,436,944	Yes
110065 - Police Capital Expenditures	1,636,709	1,675,456	1,187,674	1,041,652	891,784	Yes
112029 - Provision for Vacation Liability	640,917	656,094	673,376	691,112	709,316	Yes
112225 - Police Rewards	193,161	201,743	207,057	212,511	218,108	Yes
Sub-total Police Reserves	3,985,302	5,504,925	4,381,571	4,319,677	4,256,152	
Farmers Market Reserves						
104006 - Hamilton Farmers Market Reserve	78,662	83,524	70,527	72,385	74,291	Yes
Sub-total Farmers Market Reserves	78,662	83,524	70,527	72,385	74,291	

**City of Hamilton
 Reserve Balances at December 31, 2022**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Public Works Reserves						
Cemeteries Reserves						
104105 - Cemetery Niche Reserve	200,008	302,604	411,892	468,333	526,262	Yes
Sub-total Cemeteries Reserves	200,008	302,604	411,892	468,333	526,262	
Facilities Reserves						
108012 - Tim Hortons Field Capital Reserve	142,175	280,811	311,004	341,992	373,797	Yes
108039 - General Facility Capital Reserve	129,341	192,683	197,758	344,811	495,737	Yes
108046 - RCMP Lease-Capital Replacement	744,915	817,187	895,753	976,388	1,059,148	Yes
108048 - YMCA & Turner Library Capital Renewal Reserve	636,222	707,888	782,662	859,405	441,716	Yes
112209 - 47 Guise St Reserve	210,442	224,925	240,474	256,434	272,938	Yes
Sub-total Facilities Reserves	1,863,095	2,223,494	2,427,651	2,779,030	2,643,335	
Greenspace/Parks Reserves						
108037 - Hamilton Beach Park Reserve	76,911	56,369	57,853	59,377	60,941	Yes
112201 - General Park, Marina and Waterfront Reserve	142,364	55,473	36,575	19,000	115,477	Yes
112202 - Leash Free Park Reserve	90,131	83,659	38,650	(6,868)	(52,895)	Yes
112224 - Waterpark Operations Reserve	1,260,332	825,300	669,734	510,070	346,201	Yes
Sub-total Greenspace/Parks Reserves	1,569,738	1,020,801	802,811	581,579	469,724	
Public Works-Other Reserves						
108041 - Roads, Bridges & Traffic Capital Reserve	20,944	-	-	-	-	Closed
112203 - Red Light Camera Project	5,950,398	6,125,774	6,544,430	7,004,250	7,538,349	Yes
112205 - Winter Control	3,539,890	3,623,714	3,719,163	3,817,126	3,917,669	No
112272 - Energy Conservation Initiative Reserve	5,021,261	4,439,902	2,993,306	2,974,123	1,967,263	Yes
Sub-total Public Works-Other Reserves	14,532,493	14,189,390	13,256,899	13,795,499	13,423,280	
Transit Reserves						
108019 - Transit Shelter Capital Reserve	188,637	193,104	76,610	38,101	-	One-Time
108025 - Transit Capital Reserve	452,928	565,232	478,803	466,085	326,386	Yes
108045 - Federal Public Transit Funds	65,282	66,828	68,588	19,736	-	One-Time
108047 - Rapid Transit Capital Reserve	3,030,266	3,106,886	2,074,234	1,014,383	-	One-Time
Sub-total Transit Reserves	3,737,113	3,932,049	2,698,235	1,538,305	326,386	
Waste Management Reserves						
110062 - Closed Landfill Reserve	1,275,444	1,305,646	1,340,037	1,375,333	1,411,560	Yes
112270 - Waste Management Recycling	2,696,459	2,478,485	2,541,769	2,311,645	2,069,518	No
112271 - WM Facilities-Replace/Upgrade Reserve	2,801,926	2,868,276	2,943,826	3,021,367	3,100,950	No
Sub-total Waste Management Reserves	6,773,829	6,652,407	6,825,632	6,708,345	6,582,027	
Sub-total Public Works Reserves	28,676,276	28,320,744	26,423,120	25,871,091	23,971,015	
PROGRAM SPECIFIC RESERVES TOTAL	107,112,661	111,895,433	105,078,823	106,751,704	107,332,876	
TAX SUPPORTED RESERVES TOTAL	475,246,069	470,780,720	484,180,717	529,704,531	574,074,409	
RATE SUPPORTED RESERVES						
Capital/Working Fund Reserves						
108005 - Sanitary Sewer Capital	61,798,706	29,541,549	20,514,434	66,688,010	82,383,818	Yes
108006 - Wastewater Improvement Subsidy	24,094,282	14,570,050	-	-	-	One-Time
108010 - Storm Sewer Capital	11,001,417	6,016,708	6,181,267	6,350,160	6,523,502	Yes
108015 - Waterworks Capital	35,239,990	53,296,612	56,843,371	13,455,299	601,009	Yes
Sub-total Capital/Working Fund Reserves	132,134,395	103,424,919	83,539,071	86,493,469	89,508,329	
Equipment Replacement Reserves						
110010 - Meter Replacement	3,572,925	3,003,640	43,246	-	-	One-Time
Sub-total Equipment Replacement Reserves	3,572,925	3,003,640	43,246	-	-	
RATE SUPPORTED RESERVES TOTAL	135,707,321	106,428,559	83,582,317	86,493,469	89,508,329	
OBLIGATORY RESERVES						
110054 - Safe Restart Agreement (SRA)	21,758,888	7,855,023	-	-	-	One-Time
110052 - Revolving Loan Fund Reserve-Ontario Renovates Program	796,786	866,948	889,784	913,220	937,275	Yes
	22,555,675	8,721,971	889,784	913,220	937,275	

**City of Hamilton
 Reserve Balances at December 31, 2022**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
<u>Planning & Development Reserves</u>						
104050 - Building Permit Fees Revolving Fund	28,048,079	29,406,153	27,445,153	27,154,888	26,922,233	Yes
104051 - Main Street Revitalization Reserve	7,355	7,529	-	-	-	One Time
Sub-total Planning & Development Reserves	28,055,433	29,413,682	27,445,153	27,154,888	26,922,233	
<u>Gas Tax Reserves</u>						
112204 - Transit Gas Tax Reserve	20,091,901	11,764,751	20,383,755	21,323,582	22,536,323	Yes
112213 - Federal Gas Tax Reserve	104,319,066	105,527,399	106,806,760	108,119,819	109,467,463	Yes
Sub-total Gas Tax Reserves	124,410,967	117,292,150	127,190,515	129,443,400	132,003,787	
<u>Parkland Dedication Reserves</u>						
104090 - 5% Parkland Dedication Reserve	70,101,713	88,238,681	83,451,591	105,545,694	129,828,643	Yes
Sub-total Parkland Dedication Reserves	70,101,713	88,238,681	83,451,591	105,545,694	129,828,643	
<u>Development Charges Reserves</u>						
999999 - Development Charges Reserve	378,842,012	472,279,631	574,567,447	627,861,138	683,093,593	Yes
Subtotal Development Charges Reserves	378,842,012	472,279,631	574,567,447	627,861,138	683,093,593	
<u>Subdividers' Contributions</u>						
999998 - Developer Recoveries	(5,251,300)	(5,151,554)	(4,983,831)	(4,807,338)	(4,621,792)	Yes
Sub-total Subdividers Contributions	(5,251,300)	(5,151,554)	(4,983,831)	(4,807,338)	(4,621,792)	
<u>Community Benefits Charges Reserves Reserves</u>						
110500 - CBC Reserve Fund	-	179,200	(77,994)	542,443	1,179,222	Yes
110501 - CBC - DC Transition Reserve	-	15,423,201	15,778,790	16,143,745	16,518,312	Yes
Subtotal Community Benefits Charges Reserves	-	15,602,401	15,700,795	16,686,187	17,697,535	
TOTAL OBLIGATORY RESERVES	618,714,499	726,396,963	824,261,453	902,797,189	985,861,273	
<u>HAMILTON FUTURE FUND RESERVES</u>						
112246 - Hamilton Future Fund A	61,968,329	63,409,816	65,411,141	67,465,182	70,586,495	Yes
112247 - Hamilton Future Fund B	1,879,581	1,918,117	1,715,348	1,507,237	1,293,645	Yes
HAMILTON FUTURE FUND RESERVES TOTAL	63,847,910	65,327,933	67,126,489	68,972,419	71,880,141	
GRAND TOTAL RESERVES	1,293,515,799	1,368,934,175	1,459,150,975	1,587,967,609	1,721,324,152	

TAX SUPPORTED RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

VEHICLE & EQUIPMENT REPLACEMENT RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
VEHICLE & EQUIPMENT RESERVES						
Equipment Replacement Reserves						
100031 - Hamilton Fire Department - Equipment Replacement Reserve	670,000	517,528	(422,383)	(652,040)	(398,379)	No
100032 - Corporate Trunked Radio Communication System	1,346,895	1,685,335	1,400,632	1,140,274	902,781	Yes
100033 - Hamilton Paramedic Service - Equipment Replacement Reserve	1,677,282	(387,651)	(105,603)	(332,508)	450,293	Yes
100034 - Small Equipment Environmental Services	718,935	769,657	683,810	732,480	782,432	Yes
108023 - Information Technology Capital Reserve	1,009,207	793,041	1,067,222	1,348,626	1,637,441	Yes
110005 - Hamilton Beach Rescue	413,065	416,327	356,371	360,692	365,127	Yes
110015 - IT Management Reserve	8,395,389	10,727,836	13,100,747	15,508,975	17,948,139	Yes
110035 - Survey Equipment Replacement	266,488	297,798	229,654	261,033	293,237	Yes
110040 - Equipment Replacement - Operations	234,682	261,208	289,861	319,269	350,393	Yes
Sub-total Equipment Replacement Reserves	14,731,943	15,081,078	16,600,311	18,686,800	22,331,464	
Vehicle Replacement Reserves						
110020 - Vehicle Replacement - Police	2,145,507	4,632,848	2,447,108	2,486,236	2,526,394	Yes
110021 - Hamilton Fire Department - Vehicle Replacement Reserve	(2,066,324)	(2,503,169)	(4,375,216)	(677,391)	102,995	Yes
110022 - Hamilton Paramedic Service - Vehicle Replacement Reserve	1,378,554	1,021,889	(1,414,808)	480,487	(404,637)	No
110023 - Vehicle Replacement - DARTS	4,326,497	508,816	522,218	535,973	550,091	Yes
110025 - Vehicle Replacement - Central Garage	726,963	(3,674,383)	(3,613,724)	(4,424,373)	(4,979,988)	No
110030 - Vehicle Replacement - Transit	35,046,045	30,309,393	35,771,242	41,330,685	48,855,680	Yes
Sub-total Vehicle Replacement Reserves	41,557,241	30,295,394	29,336,820	39,731,617	46,650,535	
VEHICLE & EQUIPMENT RESERVES TOTAL	56,289,184	45,376,472	45,937,131	58,418,417	68,981,999	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100031
Reserve Name:	Hamilton Fire Department - Equipment Replacement Reserve
Date Established:	2001
Source of Funds:	Contributions from operating budget
Purpose:	To fund the replacement of various operational equipment based on life cycle.
Target Balance:	To be Reviewed
Comments:	
Sustainable:	No

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,096,437.53	670,000.30	517,528.35	(422,383.43)	(652,040.41)
Add					
Interest Earned	40,537.62	41,828.05	1,236.77	(13,966.23)	(13,654.20)
Transfer from operating budget to reserve	1,055,000.00	1,213,300.00	1,758,295.00	2,022,039.25	2,325,345.14
Capital Project Closings Surplus	-	-	118,996.45	-	-
	<u>1,095,537.62</u>	<u>1,255,128.05</u>	<u>1,878,528.22</u>	<u>2,008,073.02</u>	<u>2,311,690.93</u>
Less					
Transfer from reserve to capital to fund Equipment Project	1,521,974.85	1,407,600.00	2,818,440.00	2,237,730.00	2,058,030.00
	<u>1,521,974.85</u>	<u>1,407,600.00</u>	<u>2,818,440.00</u>	<u>2,237,730.00</u>	<u>2,058,030.00</u>
Ending Balance	<u>670,000.30</u>	<u>517,528.35</u>	<u>(422,383.43)</u>	<u>(652,040.41)</u>	<u>(398,379.47)</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100032
Reserve Name:	Corporate Trunked Radio Communication System
Date Established:	2001 via CS01024
Source of Funds:	Contributions from operating budget.
Purpose:	To fund corporate trunked radio communication system including system upgrades, replacement, and cell tower sites minor capital needs.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,037,316.60	1,346,895.35	1,685,334.83	1,400,631.71	1,140,274.46
Add					
Interest Earned	30,097.02	29,541.51	40,113.88	33,028.75	26,557.28
Contribution to Reserve	1,501,280.00	1,501,280.00	1,351,280.00	1,351,280.00	1,351,280.00
	<u>1,531,377.02</u>	<u>1,530,821.51</u>	<u>1,391,393.88</u>	<u>1,384,308.75</u>	<u>1,377,837.28</u>
Less					
External Debt Payment	1,221,798.27	1,192,382.03	1,164,537.00	1,133,106.00	1,103,771.00
Motorola Increase	-	-	511,560.00	511,560.00	511,560.00
	<u>1,221,798.27</u>	<u>1,192,382.03</u>	<u>1,676,097.00</u>	<u>1,644,666.00</u>	<u>1,615,331.00</u>
Ending Balance	<u>1,346,895.35</u>	<u>1,685,334.83</u>	<u>1,400,631.71</u>	<u>1,140,274.46</u>	<u>902,780.73</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100033
Reserve Name:	Hamilton Paramedic Service - Equipment Replacement Reserve
Date Established:	2004
Source of Funds:	Contributions from operating budget.
Purpose:	To fund life-cycle sustainment/replacement of durable Paramedic Service equipment including ruggedized operational computers, patient carriage equipment, defibrillators, and simulation and training devices
Target Balance:	To be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,257,957.38	1,677,281.89	(387,651.33)	(105,603.05)	(332,507.97)
Add						
Interest Earned		22,059.51	(13,034.74)	(6,411.72)	(5,694.92)	1,531.07
Contribution from operating to reserve		708,030.00	1,216,533.00	1,425,150.00	1,603,290.00	1,803,710.00
Surplus from capital project		-	48,048.52	-	-	-
		<u>730,089.51</u>	<u>1,251,546.78</u>	<u>1,418,738.28</u>	<u>1,597,595.08</u>	<u>1,805,241.07</u>
Less						
Transfer from reserve to fund capital project		274,000.00	2,816,480.00	1,136,690.00	1,824,500.00	1,022,440.00
Transfer from reserve to operating		36,765.00	-	-	-	-
Transfer from reserve to fund in-year capital project		-	500,000.00	-	-	-
		<u>310,765.00</u>	<u>3,316,480.00</u>	<u>1,136,690.00</u>	<u>1,824,500.00</u>	<u>1,022,440.00</u>
Ending Balance		<u>1,677,281.89</u>	<u>(387,651.33)</u>	<u>(105,603.05)</u>	<u>(332,507.97)</u>	<u>450,293.10</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100034
Reserve Name:	Small Equipment Environmental Services
Date Established:	2006
Source of Funds:	Contributions from Operating Fund
Purpose:	To fund the replacement of small equipment such as lawn mowers, which have exceeded their life cycle and are no longer economically feasible to maintain in service.
Target Balance:	\$600K
Comments:	This reserve was segregated from the Fleet Central garage reserve-110025 in 2006 based on the Implementation of the TkMC Fleet Operational Review.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		663,925.95	718,935.39	769,656.65	683,809.98	732,480.06
Add						
Interest Earned		14,683.79	16,998.89	18,893.33	18,410.08	19,692.05
Annual Transfer to Reserve from Current		115,260.00	115,260.00	115,260.00	115,260.00	115,260.00
Closing of Project 4401951700	FCS22079(a)	-	3,462.37	-	-	-
Closing of Project 4401751700		65.65	-	-	-	-
		<u>130,009.44</u>	<u>135,721.26</u>	<u>134,153.33</u>	<u>133,670.08</u>	<u>134,952.05</u>
Less						
Contribution to Capital Project - Small Equipment Replacement (Parks/Cem)		-	85,000.00	145,000.00	85,000.00	85,000.00
Contribution to Capital Project - Small Equipment Replacement (Forestry/Hort)		75,000.00	-	75,000.00	-	-
		<u>75,000.00</u>	<u>85,000.00</u>	<u>220,000.00</u>	<u>85,000.00</u>	<u>85,000.00</u>
Ending Balance		<u>718,935.39</u>	<u>769,656.65</u>	<u>683,809.98</u>	<u>732,480.06</u>	<u>782,432.11</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108023
Reserve Name:	Information Technology Capital Reserve
Date Established:	Sept 10, 2008 FCS08079
Source of Funds:	Contribution from Operating fund
Purpose:	This reserve is utilized to fund capital programs supported by the Information Technology Division of Corporate Services.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	741,567.38	1,009,206.63	793,041.28	1,067,222.49	1,348,625.63
Add					
Interest Earned	17,639.25	13,463.47	24,181.21	31,403.14	38,815.30
Annual Contribution	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00
Closing Project 3501757702	-	2,371.18	-	-	-
	<u>267,639.25</u>	<u>265,834.65</u>	<u>274,181.21</u>	<u>281,403.14</u>	<u>288,815.30</u>
Less					
Capital Funding - 3502157602	-	142,000.00	-	-	-
Capital Funding - 3501757702	-	340,000.00	-	-	-
	<u>-</u>	<u>482,000.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>1,009,206.63</u>	<u>793,041.28</u>	<u>1,067,222.49</u>	<u>1,348,625.63</u>	<u>1,637,440.93</u>

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	110005
Reserve Name:	Hamilton Beach Rescue
Date Established:	1988
Source of Funds:	Contribution from Current Budget -Grant
Purpose:	This reserve was established in 1988 to smooth the impacts of capital funding requests from the Hamilton Beach Rescue Unit.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		408,412.91	413,064.93	416,326.84	356,370.99	360,691.95
Add						
Interest Earned		9,652.02	8,261.91	10,044.15	9,320.96	9,434.78
Capital Portion of Annual Grant (Contribution from Current to Reserve)		65,000.00	65,000.00	65,000.00	65,000.00	65,000.00
		<u>74,652.02</u>	<u>73,261.91</u>	<u>75,044.15</u>	<u>74,320.96</u>	<u>74,434.78</u>
Less						
HBRU Renovations & Equipment Purchases (2862151700)	2023 Capital Budget	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00
Forecasted Additional Capital In-Year Request		-	-	65,000.00	-	-
		<u>70,000.00</u>	<u>70,000.00</u>	<u>135,000.00</u>	<u>70,000.00</u>	<u>70,000.00</u>
Ending Balance		413,064.93	416,326.84	356,370.99	360,691.95	365,126.73

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110015
Reserve Name:	IT Management Reserve
Date Established:	2002 via FCS02069
Source of Funds:	Contributions from Operating Fund (Lease Payments)
Purpose:	This reserve was established to provide funds for the replacement of computer workstations. This will eliminate fluctuations in Operating Budgets as equipment is replaced. Contributions to the reserve are based on the life expectancy and cost of equipment.
Target Balance:	To Be Reviewed
Comments:	Renamed via FCS22065
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	5,926,710.71	8,395,389.19	10,727,835.73	13,100,746.83	15,508,974.71
Add					
Interest Earned	124,223.86	198,802.82	309,743.12	371,892.21	434,902.52
Lease Payments	6,105,345.24	6,310,228.72	6,499,535.58	6,694,521.65	6,895,357.30
Sale Of Equipment	-	48,527.00	-	-	-
	<u>6,229,569.10</u>	<u>6,557,558.54</u>	<u>6,809,278.70</u>	<u>7,066,413.86</u>	<u>7,330,259.82</u>
Less					
Equipment Purchases	1,347,665.65	1,545,200.00	1,622,460.00	1,703,583.00	1,788,762.15
Server Equipment Purchases	154,068.16	167,913.00	176,308.65	185,124.08	194,380.29
Software Purchases	2,259,156.81	2,511,999.00	2,637,598.95	2,769,478.90	2,907,952.84
	<u>3,760,890.62</u>	<u>4,225,112.00</u>	<u>4,436,367.60</u>	<u>4,658,185.98</u>	<u>4,891,095.28</u>
Ending Balance	<u>8,395,389.19</u>	<u>10,727,835.73</u>	<u>13,100,746.83</u>	<u>15,508,974.71</u>	<u>17,948,139.26</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110035
Reserve Name:	Survey Equipment Replacement
Date Established:	1999
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve was established to provide funds for the replacement of survey equipment every 10 years.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		227,077.97	266,487.52	297,797.94	229,654.19	261,032.53
Add						
Interest Earned		4,759.55	6,310.42	6,856.25	6,378.34	7,204.85
Control Monumentation		9,650.00	-	-	-	-
Annual Contribution from Current		25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
		39,409.55	31,310.42	31,856.25	31,378.34	32,204.85
Less						
Transfer from reserve to current		-	-	100,000.00	-	-
		-	-	100,000.00	-	-
Ending Balance		266,487.52	297,797.94	229,654.19	261,032.53	293,237.38

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110040
Reserve Name:	Equipment Replacement - Operations
Date Established:	1974
Source of Funds:	Contributions from Operating Fund
Purpose:	To fund the replacement of small equipment such as concrete saws, generators, mowers which have exceeded their life cycle and are no longer economically feasible to maintain in service.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	259,034.80	234,681.71	261,207.93	289,861.17	319,269.14
Add					
Interest Earned	4,156.91	5,036.22	7,163.24	7,917.97	9,634.10
Provision for Equipment Replacement	71,490.00	71,490.00	71,490.00	71,490.00	71,490.00
	75,646.91	76,526.22	78,653.24	79,407.97	81,124.10
Less					
Equipment Purchases	100,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	100,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Ending Balance	234,681.71	261,207.93	289,861.17	319,269.14	350,393.23

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110020
Reserve Name:	Vehicle Replacement - Police
Date Established:	1974
Source of Funds:	Contributions to this reserve are through provisions in the annual operating budget, as well as sale of used vehicles.
Purpose:	The reserve was established to fund the lifecycle replacement of the Service's fleet of vehicles and related equipment. The projections of contributions to and withdrawals from this reserve fund are made with the objective of mitigating the impact on the annual operating budget.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		3,278,780.86	2,145,506.93	4,632,848.03	2,447,108.17	2,486,235.74
Add						
Interest Earned		92,086.21	91,374.53	92,030.98	64,127.58	65,158.20
Provision for future replacement	PSB 20-093, PSB 21-108, PSB 22-088	2,402,838.41	2,464,128.00	2,274,000.00	2,515,050.00	2,563,802.50
Provision for sale of vehicles		-	-	100,000.00	100,000.00	100,000.00
Command van - HPS capital budget	PSB 21-098, 21-133	-	187,500.00	-	-	-
		<u>2,494,924.62</u>	<u>2,743,002.53</u>	<u>2,466,030.98</u>	<u>2,679,177.58</u>	<u>2,728,960.70</u>
Less						
Vehicle purchases		3,503,198.55	255,661.43	4,339,270.84	2,515,050.00	2,563,802.50
Command van purchase	PSB 21-098	-	-	187,500.00	-	-
Operating deficit funding	PSB 22-023, 22-109	125,000.00	-	125,000.00	125,000.00	125,000.00
		<u>3,628,198.55</u>	<u>255,661.43</u>	<u>4,651,770.84</u>	<u>2,640,050.00</u>	<u>2,688,802.50</u>
Ending Balance		<u>2,145,506.93</u>	<u>4,632,848.03</u>	<u>2,447,108.17</u>	<u>2,486,235.74</u>	<u>2,526,393.94</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110021
Reserve Name:	Hamilton Fire Department - Vehicle Replacement Reserve
Date Established:	2001
Source of Funds:	Contributions from operating budget
Purpose:	To fund replacement and overhaul of fire apparatus based on long term life cycle renewal program
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	(1,512,179.40)	(2,066,323.71)	(2,503,168.59)	(4,375,216.38)	(677,391.24)
Add					
Interest Earned	(34,098.41)	156,825.12	(89,410.79)	(65,677.86)	(7,466.46)
Transfer from operating budget to reserve	2,827,530.00	3,110,330.00	3,421,363.00	3,763,503.00	4,139,853.00
	2,793,431.59	3,267,155.12	3,331,952.21	3,697,825.14	4,132,386.54
Less					
Transfer from reserve to capital to fund Vehicle Project	3,347,575.90	3,704,000.00	5,204,000.00	-	3,352,000.00
	3,347,575.90	3,704,000.00	5,204,000.00	-	3,352,000.00
Ending Balance	<u>(2,066,323.71)</u>	<u>(2,503,168.59)</u>	<u>(4,375,216.38)</u>	<u>(677,391.24)</u>	<u>102,995.29</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110022
Reserve Name:	Hamilton Paramedic Service - Vehicle Replacement Reserve
Date Established:	2001
Source of Funds:	Contributions from operating budget
Purpose:	To fund the life-cycle replacement, conversion and fit-up of Paramedic Service operational vehicles including Ambulances, Emergency Response Vehicles and specialized Emergency Support Vehicles
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	No

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	2,155,326.47	1,378,553.85	1,021,889.30	(1,414,808.18)	480,486.76
Add					
Interest Earned	11,959.28	27,673.85	(5,107.48)	(12,145.06)	985.95
Contribution from operating to reserve	1,344,150.00	1,498,697.00	1,734,040.00	1,907,440.00	2,098,190.00
Surplus from capital project	20,957.10	274,680.60	-	-	-
	<u>1,377,066.38</u>	<u>1,801,051.45</u>	<u>1,728,932.52</u>	<u>1,895,294.94</u>	<u>2,099,175.95</u>
Less					
Transfer from reserve to fund capital project	2,113,000.00	2,157,716.00	4,165,630.00	-	2,984,300.00
Transfer from reserve to operating	40,839.00	-	-	-	-
	<u>2,153,839.00</u>	<u>2,157,716.00</u>	<u>4,165,630.00</u>	<u>-</u>	<u>2,984,300.00</u>
Ending Balance	<u>1,378,553.85</u>	<u>1,021,889.30</u>	<u>(1,414,808.18)</u>	<u>480,486.76</u>	<u>(404,637.29)</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110023
Reserve Name:	Vehicle Replacement - DARTS
Date Established:	1999
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve was established to provide funds for the replacement or mechanical overhaul of Accessible Transportation Services vehicles.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	4,075,917.46	4,326,496.55	508,815.96	522,218.17	535,973.40
Add					
Interest Earned	87,707.09	56,580.19	13,402.21	13,755.23	14,117.54
Year-end Disposition	162,872.00	-	-	-	-
	250,579.09	56,580.19	13,402.21	13,755.23	14,117.54
Less					
Transfer to Capital	-	3,874,260.78	-	-	-
	-	3,874,260.78	-	-	-
Ending Balance	<u>4,326,496.55</u>	<u>508,815.96</u>	<u>522,218.17</u>	<u>535,973.40</u>	<u>550,090.94</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110025
Reserve Name:	Vehicle Replacement - Central Garage
Date Established:	2001
Source of Funds:	Provision for reserve contribution from the City Operating Budget. Net revenues received from the sale of vehicles. Investment income earned on the reserve's balance as per policies and procedures.
Purpose:	To ensure the long-term viability of the City's central fleet assets excluding Transit, Police, Fire and Paramedics.
Target Balance:	100% (\$11M 2018) of the City's annual central garage vehicle fleet replacement value
Comments:	Policy updated as part of FCS18080
Sustainable:	No

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	4,858,216.52	726,962.74	(3,674,383.46)	(3,613,724.16)	(4,424,372.82)
Add					
Interest Earned	(14,115.68)	677,140.51	(94,736.70)	(104,485.66)	46,547.33
transfer from Operating	6,217,283.95	10,780,175.59	11,706,072.00	12,057,254.00	12,418,972.00
Revenue Sale of Vehicles	982,993.32	906,404.24	1,206,670.00	928,000.00	946,560.00
Revenue Insurance Recovery	-	62,405.00	-	-	-
	7,186,161.59	12,426,125.34	12,818,005.30	12,880,768.34	13,412,079.33
Less					
Capital Financing Vehicles	10,632,000.00	15,853,341.00	11,600,000.00	12,644,000.00	12,896,640.00
Capital Financing Fuel Sites	-	148,000.00	-	-	-
Upgrades flow thru costs	-	-	-	-	-
Acquisition Team (tfr to 580145)	685,415.37	656,130.54	745,346.00	767,417.00	791,055.00
Shop Equipment Replacement	-	170,000.00	170,000.00	170,000.00	170,000.00
Green Fleet Strategy	-	-	42,000.00	110,000.00	110,000.00
Consultant	-	-	200,000.00	-	-
	11,317,415.37	16,827,471.54	12,757,346.00	13,691,417.00	13,967,695.00
Ending Balance	726,962.74	(3,674,383.46)	(3,613,724.16)	(4,424,372.82)	(4,979,988.49)

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110030
Reserve Name:	Vehicle Replacement - Transit
Date Established:	1995
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve was established to provide a source of funding for the replacement of revenue producing vehicles and equipment for HSR.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	25,473,481.05	35,046,044.87	30,309,392.97	35,771,242.31	41,330,685.29
Add					
Interest Earned	460,207.45	906,121.96	858,969.34	1,002,232.98	1,172,315.05
Provision for Future Replacement Buses	9,550,810.00	10,580,980.00	11,719,750.00	12,892,880.00	14,101,210.00
Annual Contribution Increase/ Decrease From Non-Transit Operating	1,030,170.00	1,138,770.00	1,173,130.00	1,208,330.00	1,313,120.00
	-	700,000.00	-	-	-
	11,041,187.45	13,325,871.96	13,751,849.34	15,103,442.98	16,586,645.05
Less					
Non-Revenue Vehicle Purchases	100,958.60	5,428.66	283,058.34	85,000.00	110,000.00
Equipment Purchases	1,332,532.02	18,069,026.92	6,829,992.94	8,658,900.00	8,284,900.00
Active Transportation Funding	35,133.01	(11,931.72)	1,176,948.72	800,100.00	666,750.00
	1,468,623.63	18,062,523.86	8,290,000.00	9,544,000.00	9,061,650.00
Ending Balance	35,046,044.87	30,309,392.97	35,771,242.31	41,330,685.29	48,855,680.33

CAPITAL RESERVES TAX-SUPPORTED

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

**City of Hamilton
Reserve Balances at December 31, 2022**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
<u>CAPITAL RESERVES-TAX-SUPPORTED</u>						
<u>Capital Reserves</u>						
108020 - Unallocated Capital Levy	32,242,933	27,681,458	36,302,922	40,643,370	44,915,665	Yes
108050 - Parkland Acquisition Reserve	3,380,863	8,974,691	11,200,951	12,984,330	15,526,943	Yes
108062 - Climate Change Reserve	1,520,960	1,556,976	4,932,330	7,595,172	10,328,154	Yes
Sub-total Capital Reserves	37,144,756	38,213,126	52,436,203	61,222,873	70,770,762	
<u>Former Municipalities-Capital Reserves</u>						
108030 - Capital Projects - Ancaster	111,265	(658,227)	(635,038)	(611,238)	(586,811)	One-Time
108031 - Capital Projects - Dundas	162,284	1,921	-	-	-	One-Time
108032 - Capital Projects - Flamborough	727,921	978,805	1,270,994	1,304,472	1,338,832	One-Time
108033 - Capital Projects - Glanbrook	4,030	4,125	4,234	4,345	4,460	One-Time
108034 - Capital Projects -Stoney Creek	611,331	625,808	638,188	654,998	672,250	One-Time
108035 - Capital Projects - Hamilton	1,463	-	-	-	-	Closed
117036 - S.C. Compensation Royalties (Terrapure Landfill)	3,026,302	4,341,650	5,957,830	7,620,126	9,326,208	Yes
Sub-total Former Municipalities-Capital Reserves	4,644,595	5,294,081	7,236,207	8,972,703	10,754,938	
<u>Councillor's Infrastructure Program</u>						
108051 - Ward 1 Special Capital Re-investment	3,708,771	3,109,012	4,825,362	6,521,118	8,261,540	Yes
108052 - Ward 2 Special Capital Re-investment	3,377,070	3,608,494	4,958,706	6,361,175	7,800,585	Yes
108053 - Ward 3 Special Capital Re-investment	1,388,608	2,095,564	3,133,558	4,379,040	5,657,328	Yes
108054 - Ward 4 Special Capital Re-investment	(1,458,310)	910,191	2,112,924	3,514,423	4,952,837	Yes
108055 - Ward 5 Special Capital Re-investment	600,962	2,473,422	3,796,549	5,134,506	6,507,705	Yes
108056 - Ward 6 Special Capital Re-investment	446,056	1,144,308	1,838,712	3,372,066	4,945,809	Yes
108057 - Ward 7 Special Capital Re-investment	3,392,969	2,775,900	4,254,033	6,213,631	8,224,845	Yes
108058 - Ward 8 Special Capital Re-investment	2,264,853	359,314	1,705,113	3,239,291	4,813,878	Yes
108059 - Ward 9 Special Capital Re-investment	55,160	81,397	107,447	134,978	163,234	Yes
108064 - Ward 14 Special Capital Re-investment	1,965,642	959,657	2,332,470	3,643,048	4,988,146	Yes
108070 - Ward 10 Special Capital Re-investment	42,015	54,241	66,239	79,029	92,156	Yes
Sub-total Councillor's Infrastructure Program	15,783,795	17,571,498	29,131,113	42,592,304	56,408,063	
CAPITAL RESERVES-TAX SUPPORTED TOTAL	57,573,146	61,078,705	88,803,523	112,787,879	137,933,763	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108020
Reserve Name:	Unallocated Capital Levy
Date Established:	1976
Source of Funds:	Deferred Capital Financing. Repayment of Capital Advances.
Purpose:	This reserve is being utilized to fund capital programs supported by the General Levy Tax Base.
Target Balance:	10% of the five year average Tax Supported Capital Budget for expenditures. (\$35.6 million)
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Staff Report Reference (if applicable)					
Opening Balance	37,209,091.76	32,242,933.45	27,681,458.29	36,302,922.44	40,643,369.96
Add					
Interest Earned	687,700.71	404,936.33	831,720.53	1,000,209.91	1,112,165.28
HUC Dividend	4,102,940.00	1,500,000.00	1,360,000.00	1,360,000.00	1,360,000.00
Internal Loan - Payment	1,754,126.92	2,791,596.25	2,355,027.62	2,090,237.62	1,800,130.20
Surplus from Project Closures	907,360.86	-	-	-	-
Reserve Closure	-	22,407.30	-	-	-
Year End Surplus	700,000.00	2,000,000.00	-	-	-
Funding for DC Exemptions	-	6,500,000.00	6,500,000.00	6,500,000.00	6,500,000.00
Capital Levy Contribution	-	2,947,330.00	4,116,716.00	-	-
	8,152,128.49	16,166,269.88	15,163,464.15	10,950,447.52	10,772,295.48
Less					
Capital Requests - Budget	8,696,450.00	6,500,000.00	6,500,000.00	6,500,000.00	6,500,000.00
Operating Budget	-	34,000.00	-	-	-
Capital Requests - In-Year	922,275.80	2,037,034.10	-	-	-
Development Charges Exemption Funding	53,561.00	130,961.00	-	-	-
Deficit from Project Closures	-	160,749.94	-	-	-
Internal Loan Provided	3,446,000.00	11,407,000.00	-	-	-
Green Fleet	-	458,000.00	42,000.00	110,000.00	-
	13,118,286.80	20,727,745.04	6,542,000.00	6,610,000.00	6,500,000.00
Ending Balance	32,242,933.45	27,681,458.29	36,302,922.44	40,643,369.96	44,915,665.44

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108050
Reserve Name:	Parkland Acquisition Reserve
Date Established:	October 9, 2013 via FCS13061
Source of Funds:	Annual Capital Budget contributions
Purpose:	Assist with the purchase of Parkland when opportunities arise.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	3,704,120.44	3,380,863.01	8,974,691.45	11,200,950.70	12,984,330.47
Add					
Interest Earned	76,742.57	154,828.44	262,259.25	314,379.77	370,612.50
Annual Contribution to Parkland Reserve	-	5,500,000.00	2,064,000.00	2,117,000.00	2,172,000.00
	<u>76,742.57</u>	<u>5,654,828.44</u>	<u>2,326,259.25</u>	<u>2,431,379.77</u>	<u>2,542,612.50</u>
Less					
Confidential Land Purchases	400,000.00	61,000.00	100,000.00	648,000.00	-
	<u>400,000.00</u>	<u>61,000.00</u>	<u>100,000.00</u>	<u>648,000.00</u>	<u>-</u>
Ending Balance	<u>3,380,863.01</u>	<u>8,974,691.45</u>	<u>11,200,950.70</u>	<u>12,984,330.47</u>	<u>15,526,942.98</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108062
Reserve Name:	Climate Change Reserve
Date Established:	2018
Source of Funds:	Contributions from operating budget
Purpose:	To support climate change initiatives towards achieving net zero greenhouse gas emissions
Target Balance:	
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		-	1,520,960.00	1,556,976.33	4,932,329.56	7,595,172.12
Add						
Interest Earned		20,960.00	36,016.33	84,353.23	162,842.56	232,981.83
Operating Budget Transfer	FCS20069(b)	1,500,000.00	-	-	-	-
Special Levy for Climate Change (0.25%)	2023 Capital Budget	-	-	2,500,000.00	2,500,000.00	2,500,000.00
One Time Transfer	2023 Capital Budget	-	-	800,000.00	-	-
		<u>1,520,960.00</u>	<u>36,016.33</u>	<u>3,384,353.23</u>	<u>2,662,842.56</u>	<u>2,732,981.83</u>
Less						
Climate Change Advisory Committee	GIC23-004	-	-	9,000.00	-	-
		<u>-</u>	<u>-</u>	<u>9,000.00</u>	<u>-</u>	<u>-</u>
Ending Balance		<u>1,520,960.00</u>	<u>1,556,976.33</u>	<u>4,932,329.56</u>	<u>7,595,172.12</u>	<u>10,328,153.95</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108030
Reserve Name:	Capital Projects - Ancaster
Date Established:	November 27, 2001
Source of Funds:	Combining Former Town of Ancaster Capital and Non Specific Reserves
Purpose:	This reserve was established by combining capital reserves and reserves that could not be tied to specific municipal assets or services and used to finance capital projects related to programs which are area rated i.e. Parks, Fire in the Former Town of Ancaster.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2,021.00</u>	Actual <u>2,022.00</u>	Projected <u>2,023.00</u>	Projected <u>2,024.00</u>	Projected <u>2,025.00</u>
Opening Balance		76,737.75	111,264.71	(658,227.24)	(635,038.15)	(611,238.25)
Add						
Interest Earned		1,733.65	(6,563.61)	(16,810.91)	(16,200.10)	(15,573.22)
Fiddler's Green Lease (Contributions from Operating)		97,793.31	31,437.04	-	-	-
Fiddlers Green Sidewalk Surplus Return (4242009121)		-	5,634.62	-	-	-
Repayment of Confidential Internal Loan		-	-	40,000.00	40,000.00	40,000.00
		99,526.96	30,508.05	23,189.09	23,799.90	24,426.78
Less						
Fiddlers Green Sidewalk (4242009121)		65,000.00	-	-	-	-
Confidential Internal Loan for Lease/ Land Purchase		-	800,000.00	-	-	-
		65,000.00	800,000.00	-	-	-
Ending Balance		<u>111,264.71</u>	<u>(658,227.24)</u>	<u>(635,038.15)</u>	<u>(611,238.25)</u>	<u>(586,811.47)</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108031
Reserve Name:	Capital Projects - Dundas
Date Established:	November 27, 2001
Source of Funds:	Combining Former Town of Dundas Capital and Non Specific Reserves
Purpose:	This reserve was established by combining capital reserves and reserves that could not be tied to specific municipal assets or services and used to finance capital projects related to programs which are area rated i.e. Parks, Fire in the Former Town of Dundas.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	158,952.15	162,283.79	1,921.44	-	-
Add					
Interest Earned	3,331.64	1,921.44	-	-	-
	<u>3,331.64</u>	<u>1,921.44</u>	-	-	-
Less					
Transfer to Capital - Close Reserve	-	162,283.79	1,921.44	-	-
	<u>-</u>	<u>162,283.79</u>	<u>1,921.44</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>162,283.79</u>	<u>1,921.44</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108032
Reserve Name:	Capital Projects - Flamborough
Date Established:	November 27, 2001
Source of Funds:	Combining Former Town of Flamborough Capital and Non Specific Reserves
Purpose:	This reserve was established by combining capital reserves and reserves that could not be tied to specific municipal assets or services and used to finance capital projects related to programs which are area rated i.e. Parks, Fire in the Former Town of Flamborough.
Target Balance:	N/A - One-Time Funding
Comments:	On April 26, 2023 Council approved \$260,000 of funding from the Capital Projects – Flamborough reserve to supplement Ward Councillors Office budgets in 2023. This item is not included the 2023 Forecast.
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		792,566.26	727,920.85	978,805.06	1,270,993.76	1,304,471.73
Add						
Interest Earned		15,354.59	15,461.17	29,244.70	33,477.98	34,359.79
Return Surplus from Beverly Rec Centre & School (7101654603)	FCS22079	-	314,423.04	-	-	-
Return Surplus from Leash Free Dog Park (4402156001)	FCS22079	-	40,000.00	-	-	-
Return Surplus from HRTMP Initiatives #4-4 and 5-6 (4402156122)	FCS22079	-	31,000.00	-	-	-
Operating Budget Transfer		-	-	262,944.00	-	-
		15,354.59	400,884.21	292,188.70	33,477.98	34,359.79
Less						
Infrastructure Improvements	2021 Capital Budget	80,000.00	-	-	-	-
Bullock's Coners Parks Tennis Courts (4242209131)	Public Works Committee Report 22-010	-	150,000.00	-	-	-
		80,000.00	150,000.00	-	-	-
Ending Balance		727,920.85	978,805.06	1,270,993.76	1,304,471.73	1,338,831.52

City of Hamilton
2022 Reserve Report

Reserve Details

Reserve Number:	108033
Reserve Name:	Capital Projects - Glanbrook
Date Established:	November 27, 2001
Source of Funds:	Combining Former Township of Glanbrook Capital and Non Specific Reserves
Purpose:	This reserve was established by combining capital reserves and reserves that could not be tied to specific municipal assets or services and used to finance capital projects related to programs which are area rated i.e. Parks, Fire in the Former Township of Glanbrook.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	3,946.84	4,029.57	4,124.99	4,233.64	4,345.16
Add					
Interest Earned	82.73	95.42	108.65	111.51	114.45
	82.73	95.42	108.65	111.51	114.45
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	4,029.57	4,124.99	4,233.64	4,345.16	4,459.61

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108034
Reserve Name:	Capital Projects -Stoney Creek
Date Established:	November 27, 2001
Source of Funds:	Combining Former City of Stoney Creek Capital and Non Specific Reserves
Purpose:	This reserve was established by combining capital reserves and reserves that could not be tied to specific municipal assets or services and used to finance capital projects related to programs which are area rated i.e. Parks, Fire in the Former City of Stoney Creek.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	598,780.77	611,331.21	625,807.53	638,187.96	654,997.83
Add					
Interest Earned	12,550.44	14,476.32	16,430.43	16,809.87	17,252.64
	12,550.44	14,476.32	16,430.43	16,809.87	17,252.64
Less					
Stoney Creek Portable Toilets 2023 Capital Budget	-	-	4,050.00	-	-
	-	-	4,050.00	-	-
Ending Balance	611,331.21	625,807.53	638,187.96	654,997.83	672,250.48

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	117036
Reserve Name:	S.C. Compensation Royalties (Terrapure Landfill)
Date Established:	1996
Source of Funds:	Royalty Fee of \$1.00 per tonne of refuse deposited at the Terrapure (formerly Taro and Newalta) landfill site.
Purpose:	To fund projects that benefit the former City of Stoney Creek.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,923,395.76	3,026,301.69	4,341,649.68	5,957,829.90	7,620,126.41
Add					
Interest Earned	36,732.58	65,548.70	133,880.93	176,497.22	220,282.11
Royalty Fees	1,069,173.35	1,489,004.74	1,489,004.74	1,489,004.74	1,489,004.74
	<u>1,105,905.93</u>	<u>1,554,553.44</u>	<u>1,622,885.67</u>	<u>1,665,501.96</u>	<u>1,709,286.85</u>
Less					
Annual Audit Fee	3,000.00	3,205.45	3,205.45	3,205.45	3,205.45
Ward 9 Traffic Project		PW 22-011	-	-	-
Stoney Creek Historical Society	-	-	1,500.00	-	-
Downtown Stoney Creek Business Improvement Area	-	-	2,000.00	-	-
	<u>3,000.00</u>	<u>239,205.45</u>	<u>6,705.45</u>	<u>3,205.45</u>	<u>3,205.45</u>
Ending Balance	<u>3,026,301.69</u>	<u>4,341,649.68</u>	<u>5,957,829.90</u>	<u>7,620,126.41</u>	<u>9,326,207.81</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108051
Reserve Name:	Ward 1 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	3,324,921.36	3,708,770.96	3,109,011.62	4,825,362.13	6,521,117.82
Add					
Interest Earned	73,072.82	69,157.84	103,137.38	147,490.69	192,156.89
Special Levy	1,550,419.00	1,550,419.00	1,648,265.00	1,648,265.00	1,648,265.00
Project Closings	210,477.63	700,901.12	127,616.43	-	-
	1,833,969.45	2,320,477.96	1,879,018.81	1,795,755.69	1,840,421.89
Less					
Investment in Infrastructure Improvements	1,350,119.85	2,820,237.30	62,668.30	-	-
Capital Reinvestment Unallocated Funding Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	1,450,119.85	2,920,237.30	162,668.30	100,000.00	100,000.00
Ending Balance	3,708,770.96	3,109,011.62	4,825,362.13	6,521,117.82	8,261,539.71

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108052
Reserve Name:	Ward 2 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	2,334,767.81	3,377,070.04	3,608,493.52	4,958,706.28	6,361,175.22
Add					
Interest Earned	47,250.59	70,482.93	111,363.37	147,144.94	184,085.97
Special Levy	1,527,662.00	1,527,662.00	1,355,324.00	1,355,324.00	1,355,324.00
Closed Projects	217,038.03	109,102.37	50,273.89	-	-
	<u>1,791,950.62</u>	<u>1,707,247.30</u>	<u>1,516,961.26</u>	<u>1,502,468.94</u>	<u>1,539,409.97</u>
Less					
Investment in Infrastructure Improvements	649,648.39	1,375,823.82	66,748.50	-	-
Capital Reinvestment Unallocated Funding Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	<u>749,648.39</u>	<u>1,475,823.82</u>	<u>166,748.50</u>	<u>100,000.00</u>	<u>100,000.00</u>
Ending Balance	<u>3,377,070.04</u>	<u>3,608,493.52</u>	<u>4,958,706.28</u>	<u>6,361,175.22</u>	<u>7,800,585.19</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108053
Reserve Name:	Ward 3 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,157,548.17	1,388,607.76	2,095,563.76	3,133,558.03	4,379,039.83
Add					
Interest Earned	20,458.22	31,087.39	67,972.34	97,654.80	130,460.79
Special Levy	1,282,435.00	1,282,435.00	1,247,827.00	1,247,827.00	1,247,827.00
Closed Projects	259,587.70	74,913.46	124,031.29	-	-
	<u>1,562,480.92</u>	<u>1,388,435.85</u>	<u>1,439,830.63</u>	<u>1,345,481.80</u>	<u>1,378,287.79</u>
Less					
Investment in Infrastructure Improvements	1,231,421.33	581,479.85	301,836.36	-	-
Capital Reinvestment Unallocated Funding Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	<u>1,331,421.33</u>	<u>681,479.85</u>	<u>401,836.36</u>	<u>100,000.00</u>	<u>100,000.00</u>
Ending Balance	<u>1,388,607.76</u>	<u>2,095,563.76</u>	<u>3,133,558.03</u>	<u>4,379,039.83</u>	<u>5,657,327.62</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108054
Reserve Name:	Ward 4 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Staff Report Reference (if applicable)					
Opening Balance	258,240.12	(1,458,310.31)	910,190.64	2,112,924.16	3,514,422.95
Add					
Interest Earned	(38,720.00)	(29,512.62)	39,296.88	73,148.79	110,064.27
Special Levy	1,605,961.00	1,605,961.00	1,428,350.00	1,428,350.00	1,428,350.00
Closed Projects	362,274.14	1,036,519.49	-	-	-
	1,929,515.14	2,612,967.87	1,467,646.88	1,501,498.79	1,538,414.27
Less					
Investment in Infrastructure Improvements	3,546,065.57	144,466.92	164,913.36	-	-
Capital Reinvestment Unallocated Funding	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	3,646,065.57	244,466.92	264,913.36	100,000.00	100,000.00
Ending Balance	(1,458,310.31)	910,190.64	2,112,924.16	3,514,422.95	4,952,837.22

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108055
Reserve Name:	Ward 5 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Staff Report Reference (if applicable)					
Opening Balance	1,123,184.54	600,962.16	2,473,421.98	3,796,549.02	5,134,506.07
Add					
Interest Earned	(4,348.74)	12,851.73	81,502.13	116,093.05	151,334.84
Special Levy	1,468,747.00	1,468,747.00	1,321,864.00	1,321,864.00	1,321,864.00
Closed Projects	96,016.24	1,106,819.93	201,128.04	-	-
	<u>1,560,414.50</u>	<u>2,588,418.66</u>	<u>1,604,494.17</u>	<u>1,437,957.05</u>	<u>1,473,198.84</u>
Less					
Investment in Infrastructure Improvements	1,982,636.88	615,958.84	181,367.14	-	-
Capital Reinvestment Unallocated Funding Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	<u>2,082,636.88</u>	<u>715,958.84</u>	<u>281,367.14</u>	<u>100,000.00</u>	<u>100,000.00</u>
Ending Balance	<u>600,962.16</u>	<u>2,473,421.98</u>	<u>3,796,549.02</u>	<u>5,134,506.07</u>	<u>6,507,704.91</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108056
Reserve Name:	Ward 6 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	(850,639.03)	446,055.97	1,144,308.07	1,838,712.22	3,372,066.12
Add					
Interest Earned	(23,513.66)	12,664.85	38,775.70	67,733.90	108,122.44
Special Levy	1,497,612.00	1,497,612.00	1,565,620.00	1,565,620.00	1,565,620.00
Closed Projects	2,276,164.53	375,392.79	542.32	-	-
	3,750,262.87	1,885,669.64	1,604,938.02	1,633,353.90	1,673,742.44
Less					
Investment in Infrastructure Improvements	2,353,567.87	1,087,417.54	810,533.87	-	-
Capital Reinvestment Unallocated Funding Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	2,453,567.87	1,187,417.54	910,533.87	100,000.00	100,000.00
Ending Balance	446,055.97	1,144,308.07	1,838,712.22	3,372,066.12	4,945,808.56

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108057
Reserve Name:	Ward 7 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	2,141,639.10	3,392,969.11	2,775,899.86	4,254,032.61	6,213,630.74
Add					
Interest Earned	44,039.49	52,636.09	91,380.73	136,067.12	187,682.94
Special Levy	1,892,095.00	1,892,095.00	1,923,531.00	1,923,531.00	1,923,531.00
Closed Projects	8,386.70	191,152.64	139,700.00	-	-
	1,944,521.19	2,135,883.73	2,154,611.73	2,059,598.12	2,111,213.94
Less					
Investment in Infrastructure Improvements	593,191.18	2,652,952.98	576,478.97	-	-
Capital Reinvestment Unallocated Funding Capital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	693,191.18	2,752,952.98	676,478.97	100,000.00	100,000.00
Ending Balance	3,392,969.11	2,775,899.86	4,254,032.61	6,213,630.74	8,224,844.67

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108058
Reserve Name:	Ward 8 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council on February 22, 2012 through Report FCS12024 Appendix A approved Special Capital Investment Policy to ensure that the Area Rating Special Capital Re-Investment is managed in a transparent and effective manner. Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		2,715,466.12	2,264,852.55	359,314.08	1,705,113.28	3,239,290.63
Add						
Interest Earned		38,851.87	2,230.75	26,835.09	64,271.35	104,681.58
Special Levy		1,445,638.00	1,445,638.00	1,569,906.00	1,569,906.00	1,569,906.00
Closed Projects		333,262.92	413,011.47	59,991.18	-	-
		<u>1,817,752.79</u>	<u>1,860,880.22</u>	<u>1,656,732.27</u>	<u>1,634,177.35</u>	<u>1,674,587.58</u>
Less						
Investment in Infrastructure Improvements		2,168,366.36	3,666,418.69	150,933.07	-	-
Capital Reinvestment Unallocated Funding Capital Budget		100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
Commitments		-	-	60,000.00	-	-
		<u>2,268,366.36</u>	<u>3,766,418.69</u>	<u>310,933.07</u>	<u>100,000.00</u>	<u>100,000.00</u>
Ending Balance		<u>2,264,852.55</u>	<u>359,314.08</u>	<u>1,705,113.28</u>	<u>3,239,290.63</u>	<u>4,813,878.21</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108059
Reserve Name:	Ward 9 Special Capital Re-investment
Date Established:	September 2011 via FCS11068
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes. This Reserve was established as a result of a portion of the ward falling within the boundaries of the old City Of Hamilton.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	42,843.97	55,160.19	81,396.64	107,446.62	134,977.85
Add					
Interest Earned	849.53	1,478.24	2,454.74	3,151.23	3,876.40
Special Levy	19,415.00	19,415.00	24,380.00	24,380.00	24,380.00
Closed Projects	2,879.67	6,122.57	-	-	-
	23,144.20	27,015.81	26,834.74	27,531.23	28,256.40
Less					
Investment in Infrastructure Improvements	10,827.98	779.36	784.76	-	-
	10,827.98	779.36	784.76	-	-
Ending Balance	55,160.19	81,396.64	107,446.62	134,977.85	163,234.25

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108064
Reserve Name:	Ward 14 Special Capital Re-investment
Date Established:	February 2019 via FCS19006
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes. This Reserve was established as a result of a portion of the ward falling within the boundaries of the old City Of Hamilton.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,720,125.29	1,965,641.75	959,656.52	2,332,470.34	3,643,047.94
Add					
Interest Earned	27,277.16	18,154.90	42,793.72	77,674.60	112,195.22
Special Levy	1,127,247.00	1,127,247.00	1,332,903.00	1,332,903.00	1,332,903.00
Closed Projects	39,065.41	4,863.12	142,680.72	-	-
	<u>1,193,589.57</u>	<u>1,150,265.02</u>	<u>1,518,377.44</u>	<u>1,410,577.60</u>	<u>1,445,098.22</u>
Less					
Investment in Infrastructure Improvements	848,073.11	2,056,250.25	45,563.62	-	-
Capital Reinvestment UnCapital Budget	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	<u>948,073.11</u>	<u>2,156,250.25</u>	<u>145,563.62</u>	<u>100,000.00</u>	<u>100,000.00</u>
Ending Balance	<u>1,965,641.75</u>	<u>959,656.52</u>	<u>2,332,470.34</u>	<u>3,643,047.94</u>	<u>4,988,146.16</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108070
Reserve Name:	Ward 10 Special Capital Re-investment
Date Established:	February 2019 via FCS19006
Source of Funds:	Funds are allocated to the ward specific capital re-investment reserves via the annual operating budget through Area Rating funding based on MPAC assessments.
Purpose:	To fund infrastructure projects and/or to provide one-time funding of a principally capital nature to address the infrastructure deficit/shortfall in the affected Ward.
Target Balance:	Not applicable
Comments:	Council through Report FCS19006 approved a new Special Levy Funding split as a result of Ward boundary changes. This Reserve was established as a result of a portion of the ward falling within the boundaries of the old City Of Hamilton.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	30,226.69	42,014.54	54,240.92	66,238.56	79,028.86
Add					
Interest Earned	645.21	1,054.59	1,566.09	1,888.30	2,225.20
Special Levy	11,639.00	11,639.00	10,902.00	10,902.00	10,902.00
	12,284.21	12,693.59	12,468.09	12,790.30	13,127.20
Less					
Investment in Infrastructure Improvements	496.36	467.21	470.45	-	-
	496.36	467.21	470.45	-	-
Ending Balance	<u>42,014.54</u>	<u>54,240.92</u>	<u>66,238.56</u>	<u>79,028.86</u>	<u>92,156.06</u>

EMPLOYEE RELATED RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
EMPLOYEE RELATED RESERVES						
<u>Pension/Retirement Reserves</u>						
112065 - Pension Deficiency Reserve	11,965,583	17,229,428	24,165,133	24,801,643	25,454,918	Yes
Sub-total Pension/Retirement Reserves	11,965,583	17,229,428	24,165,133	24,801,643	25,454,918	
<u>Benefits' Reserves</u>						
112015 - Long Term Disability Reserve	15,805,816	19,212,733	20,992,351	22,183,586	23,342,370	Yes
112020 - Unreported Claims Reserve	3,858,445	3,950,107	4,054,152	4,160,939	4,270,538	Yes
112025 - Claims Fluctuation Reserve-Health/Dental	22,322,895	19,492,332	17,209,995	14,910,916	12,590,558	Yes
112026 - Claims Fluctuations - Health/Dental (Police)	6,402,737	5,619,322	5,159,433	4,717,825	4,293,461	Yes
Sub-total Benefits' Reserves	48,389,893	48,274,494	47,415,931	45,973,267	44,496,927	
<u>Sick Leave Reserves</u>						
112030 - Sick Leave Liability - Police	7,104,445	7,272,678	7,464,241	7,660,849	7,862,635	Yes
112035 - Sick Leave Liability - General	5,006,557	6,314,733	6,880,252	7,557,931	8,306,145	Yes
Sub-total Sick Leave Reserves	12,111,002	13,587,411	14,344,493	15,218,780	16,168,781	
<u>Workplace Health & Safety Reserves</u>						
112040 - Workplace Safety & Insurance Board	41,617,770	42,022,967	42,532,322	43,039,355	43,543,590	Yes
112051 - Line of Duty Death Benefit Reserve	1,203,599	1,369,316	1,759,993	2,160,961	2,572,490	Yes
Sub-total Workplace Health & Safety Reserves	42,821,369	43,392,282	44,292,315	45,200,316	46,116,080	
EMPLOYEE RELATED RESERVES TOTAL	115,287,846	122,483,615	130,217,872	131,194,006	132,236,706	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112065
Reserve Name:	Pension Deficiency Reserve
Date Established:	1992
Source of Funds:	From the Operating Fund From Other Reserves
Purpose:	This reserve was established in 1992 to reclassify Hamilton Wentworth Retirement Fund (HWRF) Actuarial Deficiency provision which was originally categorized as a liability. The balance of the Uncommitted Pension / Benefits reserve (112060) was transferred to this reserve. The reserve is currently be used to fund both HSR and HWRF pension deficits as approved by FCS12002.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	6,724,830.07	11,965,582.51	17,229,427.50	24,165,133.35	24,801,642.97
Add					
Interest Earned	140,952.44	283,344.99	538,079.85	636,509.61	653,275.28
Contribution from Current	5,099,800.00	4,980,500.00	6,397,626.00	-	-
	5,240,752.44	5,263,844.99	6,935,705.85	636,509.61	653,275.28
Less					
	-	-	-	-	-
Ending Balance	<u>11,965,582.51</u>	<u>17,229,427.50</u>	<u>24,165,133.35</u>	<u>24,801,642.97</u>	<u>25,454,918.24</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112015
Reserve Name:	Long Term Disability Reserve
Date Established:	February, 1988
Source of Funds:	Contributions from the Operating Fund.
Purpose:	This reserve is for the purpose of maintaining the necessary level of funding for the Disabled Life Reserve as required by the LTD carrier. This fund should hold adequate funds to pay for both previous and current LTD claimants' long term disability claims now and into the future. This fund must also adequately fund the LTD claims fluctuation monies required to smooth benefit rate variances. Sufficient funding of the Long Term Disability IBNR (incurred but not reported) required by the carrier must also be held in this reserve. In addition, payments to LTD claimants as a result of annual vacation payouts, legal fees, settlements and/or severance will also be funded from this reserve.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	15,044,335.47	15,805,815.74	19,212,732.77	20,992,350.84	22,183,586.46
Add					
Interest Earned	315,329.27	374,281.72	522,618.07	561,235.62	591,783.06
Unrestricted Deposit Account	-	1,712,251.84	557,000.00	-	-
Surplus Liability Acc 22551	446,151.00	1,320,383.47	700,000.00	630,000.00	567,000.00
	<u>761,480.27</u>	<u>3,406,917.03</u>	<u>1,779,618.07</u>	<u>1,191,235.62</u>	<u>1,158,783.06</u>
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>15,805,815.74</u>	<u>19,212,732.77</u>	<u>20,992,350.84</u>	<u>22,183,586.46</u>	<u>23,342,369.52</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112020
Reserve Name:	Unreported Claims Reserve
Date Established:	January, 1991
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve was established to fund claims made in the current year relating to both Health/dental and Life insurance claims carried out in the previous year. It is customary for some lag time to occur between the date that the actual procedure or claim is undertaken and the date that the payments are made.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	3,779,289.65	3,858,445.17	3,950,106.67	4,054,152.48	4,160,938.86
Add					
Interest Earned	79,213.91	91,367.98	104,045.81	106,786.38	109,599.13
Basic Life surplus	443.75	160.79	-	-	-
Dependent Life surplus	0.50	0.99	-	-	-
Accidental Death & Disability (AD&D) surplus	-	131.74	-	-	-
	<u>79,658.16</u>	<u>91,661.50</u>	<u>104,045.81</u>	<u>106,786.38</u>	<u>109,599.13</u>
Less					
Accidental Death & Disability (AD&D) deficit	502.64	-	-	-	-
	<u>502.64</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>3,858,445.17</u>	<u>3,950,106.67</u>	<u>4,054,152.48</u>	<u>4,160,938.86</u>	<u>4,270,537.99</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112025
Reserve Name:	Claims Fluctuation Reserve-Health/Dental
Date Established:	January, 1991
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve must adequately fund the Health/dental Claims fluctuation monies required to smooth any health/dental benefit variances that may occur. This reserve will be used to fund any accumulated deficits in claims for any given year. Surpluses and/or deficits are generated when the claims and administration expenses paid versus the amount budgeted for in that year are not equal.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	24,688,627.66	22,322,895.12	19,492,332.48	17,209,995.01	14,910,916.11
Add					
Interest Earned	508,036.69	516,691.50	477,086.42	417,533.48	357,486.32
	508,036.69	516,691.50	477,086.42	417,533.48	357,486.32
Less					
Program Administration	1,146,738.04	1,194,004.07	1,359,423.90	1,386,612.38	1,414,344.63
Health/Dental Deficit	1,727,031.19	2,153,250.07	1,400,000.00	1,330,000.00	1,263,500.00
	2,873,769.23	3,347,254.14	2,759,423.90	2,716,612.38	2,677,844.63
Ending Balance	22,322,895.12	19,492,332.48	17,209,995.01	14,910,916.11	12,590,557.80

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112026
Reserve Name:	Claims Fluctuations - Health/Dental (Police)
Date Established:	January 1991
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve must adequately fund the Health/dental Claims fluctuation monies required to smooth any health/dental benefit variances that may occur. This reserve will be used to fund any accumulated deficits in claims for any given year. Surpluses and/or deficits are generated when the claims and administration expenses paid versus the amount budgeted for in that year are not equal.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	6,963,426.02	6,402,737.05	5,619,321.94	5,159,432.88	4,717,825.44
Add					
Interest Earned	145,953.41	151,616.81	140,110.94	128,392.56	117,135.97
	145,953.41	151,616.81	140,110.94	128,392.56	117,135.97
Less					
Health/Dental Deficit	706,642.38	935,031.92	600,000.00	570,000.00	541,500.00
	706,642.38	935,031.92	600,000.00	570,000.00	541,500.00
Ending Balance	6,402,737.05	5,619,321.94	5,159,432.88	4,717,825.44	4,293,461.41

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112030
Reserve Name:	Sick Leave Liability - Police
Date Established:	Prior to 1986
Source of Funds:	Contributions to this reserve are made through annual year-end surplus related to sick leave liability of the Service per Board approved resolutions.
Purpose:	Per the Police Collective Agreement, unused sick leave accumulates in an employee's sick bank and members hired prior to January 17, 2022 may be entitled to the cash payment upon the cessation of employment from the Service. Members hired after January 17, 2022 will not be entitled to a sick leave payout.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		6,703,489.96	7,104,445.03	7,272,678.29	7,464,240.64	7,660,848.73
Add						
Interest earned		145,696.84	168,233.26	191,562.35	196,608.10	201,786.76
From Police - Tax stabilization reserve	PSB 21-063	495,390.00	-	-	-	-
		641,086.84	168,233.26	191,562.35	196,608.10	201,786.76
Less						
Sick leave payments/operating deficit	PSB 22-023	240,131.77	-	-	-	-
		240,131.77	-	-	-	-
Ending Balance		7,104,445.03	7,272,678.29	7,464,240.64	7,660,848.73	7,862,635.49

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	112035
Reserve Name:	Sick Leave Liability - General
Date Established:	Prior to 1986
Source of Funds:	Contributions from Operating Fund
Purpose:	Currently only Fire continues to accumulate Sick Leave credits and upon termination they are paid their entitlement as a cash payment. All other City employees who were part of the Sick Leave Plan prior to the existing Short Term Disability Plan, had their entitlement frozen and are entitled to a cash payment at termination
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	2,866,770.55	5,006,556.94	6,314,733.07	6,880,252.12	7,557,931.26
Add					
Interest Earned	84,003.67	116,716.63	171,519.05	187,679.14	206,214.05
Contributions to Reserve	3,390,000.00	2,574,000.00	2,000,000.00	2,000,000.00	2,000,000.00
	<u>3,474,003.67</u>	<u>2,690,716.63</u>	<u>2,171,519.05</u>	<u>2,187,679.14</u>	<u>2,206,214.05</u>
Less					
Transfer to Current (actual payments)	1,334,217.28	1,382,540.50	1,606,000.00	1,510,000.00	1,458,000.00
	<u>1,334,217.28</u>	<u>1,382,540.50</u>	<u>1,606,000.00</u>	<u>1,510,000.00</u>	<u>1,458,000.00</u>
Ending Balance	<u>5,006,556.94</u>	<u>6,314,733.07</u>	<u>6,880,252.12</u>	<u>7,557,931.26</u>	<u>8,306,145.31</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112040
Reserve Name:	Workplace Safety & Insurance Board
Date Established:	February, 1974 & 2000 (post-amalgamation) via FCS01119
Source of Funds:	Contributions from Operating Fund
Purpose:	The City has a Schedule 2 agreement with the Workplace Safety & Insurance Board (WSIB) to self insure based on the actual claims which are submitted to the Board by City employees. In order to stabilize the impact of these claims, this reserve was created.
Target Balance:	To be reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	41,329,313.76	41,617,770.15	42,022,966.51	42,532,322.03	43,039,355.04
Add					
Interest Earned	861,786.22	979,822.95	1,099,117.77	1,112,329.61	1,125,474.88
	861,786.22	979,822.95	1,099,117.77	1,112,329.61	1,125,474.88
Less					
WSIB Administration	573,329.83	574,626.59	589,762.25	605,296.59	621,240.10
	573,329.83	574,626.59	589,762.25	605,296.59	621,240.10
Ending Balance	<u>41,617,770.15</u>	<u>42,022,966.51</u>	<u>42,532,322.03</u>	<u>43,039,355.04</u>	<u>43,543,589.82</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112051
Reserve Name:	Line of Duty Death Benefit Reserve
Date Established:	2021
Source of Funds:	Annual Council approved operating budget transfer to reserve
Purpose:	To fund the payments that are made to the members and or the estate of Hamilton Fire Department Firefighters and Fire Investigators for Line of Duty Death (LODD) survivor benefits legislated by Ontario's Workplace Safety and Insurance Board.
Target Balance:	Target Level: \$1,000,000 Target Ceiling: \$1,500,000
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	-	1,203,598.64	1,369,315.86	1,759,993.14	2,160,960.86
Add					
Interest Earned	14,598.64	34,717.22	40,677.28	50,967.72	61,529.21
Transfer from Tax Stabilization Reserve	1,194,000.00	-	-	-	-
Contributions from operating budget to reserve	-	350,000.00	350,000.00	350,000.00	350,000.00
	<u>1,208,598.64</u>	<u>384,717.22</u>	<u>390,677.28</u>	<u>400,967.72</u>	<u>411,529.21</u>
Less					
Transfer from reserve to operating budget to fund future LODD payments	5,000.00	219,000.00	-	-	-
	<u>5,000.00</u>	<u>219,000.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>1,203,598.64</u>	<u>1,369,315.86</u>	<u>1,759,993.14</u>	<u>2,160,960.86</u>	<u>2,572,490.07</u>

STABILIZATION RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
STABILIZATION RESERVES						
110046 - Tax Stabilization Reserve	41,309,338	19,792,009	31,048,030	33,623,621	36,267,054	Yes
110048 - Grants & Subsidy Reserve	1,037,868	1,062,445	1,090,430	1,119,152	1,148,630	One-Time
110053 - COVID-19 Emergency Reserve	20,618,873	36,137,347	28,914,351	27,781,266	27,107,292	One-Time
STABILIZATION RESERVES TOTAL	62,966,080	56,991,801	61,052,811	62,524,040	64,522,976	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110046
Reserve Name:	Tax Stabilization Reserve
Date Established:	April 1998
Source of Funds:	Operating Budget Surpluses
Purpose:	To provide sufficient flexibility and protection for unforeseen events. To offset service cost increases due to fluctuations in the economy.
Target Balance:	5% of the previous year's net tax levy(excluding Police and Library) for City purposes. (\$42.1 million based on 2021 Tax Levy)
Comments:	Via Report FCS21078(d) Council approved \$200,000 from the Tax Stabilization Reserve to offset the cost of implementing the Volunteer to Composite model. This is not included in the forecast.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual	Actual	Projected	Projected	Projected
		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance		65,916,958.26	41,309,338.30	19,792,008.94	31,048,030.05	33,623,621.32
Add						
Interest Earned		692,071.98	467,252.30	660,859.79	840,654.23	908,495.31
Operating Budget Transfer		33,275,355.86	19,626,484.18	-	-	-
Contributions from Operating		1,000,000.00	1,000,000.00	800,000.00	800,000.00	800,000.00
Closure of Working Fund Reserve	Recommendation to FCS23027	-	-	24,118,063.28	-	-
Loan Repayments		-	-	934,937.04	934,937.04	934,937.04
		<u>34,967,427.84</u>	<u>21,093,736.48</u>	<u>26,513,860.11</u>	<u>2,575,591.27</u>	<u>2,643,432.34</u>
Less						
Capital Requests - Budget		-	-	400,000.00	-	-
Capital Requests - In-Year		13,277,388.04	6,265,000.00	-	-	-
2022 Municipal Election	FCS21071 & FCS21073 & FCS21070(b)	221,000.00	-	-	-	-
City Funded Events		250,000.00	-	-	-	-
Fire Area Rated Services	FCS21057	1,400,000.00	1,400,000.00	-	-	-
Program Funding		988,697.57	3,328,744.09	-	-	-
Surplus		42,175,744.00	30,977,831.00	14,457,839.00	-	-
Transfer to/ From Reserve		1,217,218.19	639,490.75	-	-	-
City Lab		45,000.00	-	-	-	-
Mayor's Task Force on Transparency, Access and Accountability	Motion GIC 23-004	-	-	50,000.00	-	-
Encampment Pilot Evaluation	HSC20038(e)/PED21188(b)	-	-	350,000.00	-	-
		<u>59,575,047.80</u>	<u>42,611,065.84</u>	<u>15,257,839.00</u>	<u>-</u>	<u>-</u>
Ending Balance		<u>41,309,338.30</u>	<u>19,792,008.94</u>	<u>31,048,030.05</u>	<u>33,623,621.32</u>	<u>36,267,053.66</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110048
Reserve Name:	Grants & Subsidy Reserve
Date Established:	2003
Source of Funds:	Grant & Subsidy Adjustments
Purpose:	To offset potential subsidy adjustments stemming from year end issues with respect to cash flow & settlements of grants & subsidies resulting from the Provinces completion of their year end of March 31 which differs from the City's year end of December 31.
Target Balance:	To Be Reviewed
Comments:	Mitigation option to assist with Provincial Funding shortfalls
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,016,561.29	1,037,868.41	1,062,445.13	1,090,429.93	1,119,151.86
Add					
Interest Earned	21,307.12	24,576.72	27,984.80	28,721.92	29,478.46
	21,307.12	24,576.72	27,984.80	28,721.92	29,478.46
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>1,037,868.41</u>	<u>1,062,445.13</u>	<u>1,090,429.93</u>	<u>1,119,151.86</u>	<u>1,148,630.32</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110053
Reserve Name:	COVID-19 Emergency Reserve
Date Established:	June 2020 via FCS20040(a)
Source of Funds:	City of Hamilton operating and capital project work-in-progress surpluses between 2020 and 2022.
Purpose:	To support funding of ongoing pressures related to economic recovery
Target Balance:	N/A – One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,143,999.94	20,618,873.06	36,137,347.07	28,914,351.15	27,781,266.47
Add						
Interest Earned		297,711.12	725,054.91	819,853.98	736,975.32	713,485.71
Redistribution of Interest from 110054	Recommendation to FCS23027	-	-	1,980,213.10	-	-
Year End Disposition	FCS20069(b) & FCS21070(b)	20,277,162.00	15,000,000.00	-	-	-
		20,574,873.12	15,725,054.91	2,800,067.08	736,975.32	713,485.71
Less						
2021 Tax Supported Capital Budget	FCS20101	1,100,000.00	-	-	-	-
Housing with Supports for Women, Transgender and Non-binary Community Members (Arkledun)	HSC22047	-	-	3,600,000.00	-	-
Encampment Response	(HSC20038(d)/PED21188(a))	-	206,580.90	-	-	-
2022 Tax Supported Operating Budget	FCS22042(b)	-	-	1,063.00	-	-
2023 Tax Supported Operating Budget	FCS23007(a)	-	-	6,422,000.00	1,870,060.00	1,387,460.00
		1,100,000.00	206,580.90	10,023,063.00	1,870,060.00	1,387,460.00
Ending Balance		20,618,873.06	36,137,347.07	28,914,351.15	27,781,266.47	27,107,292.18

OPERATING RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
 Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
OPERATING RESERVES						
Productivity Enhancement Reserves						
112243 - Enterprise Fund Reserve	1,180,672	1,788,807	2,286,260	2,757,238	3,118,409	Yes
Sub-total Productivity Enhancement Reserves	1,180,672	1,788,807	2,286,260	2,757,238	3,118,409	
Working Fund Reserves						
112206 - Election Expense Reserve	1,432,301	34,526	656,296	1,306,991	1,990,660	Yes
112212 - Volunteer Committee Reserve	270,551	253,045	239,155	245,454	251,919	Yes
112230 - City Enrichment Fund	1,354,593	1,537,050	994,963	945,182	970,079	Yes
112300 - Investment Stabilization Reserve	48,150,496	45,153,202	48,913,883	52,773,620	56,735,022	Yes
112400 - Working Fund-General	23,628,539	24,188,063	-	-	-	Yes
Sub-total Working Fund Reserves	74,836,479	71,165,886	50,804,297	55,271,247	59,947,680	
OPERATING RESERVES TOTAL	76,017,151	72,954,693	53,090,556	58,028,485	63,066,089	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112243
Reserve Name:	Enterprise Fund Reserve
Date Established:	June 1999 via FIN 99-046 & 20000 (post-amalgamation) via FCS01119
Source of Funds:	One-Time Provincial Grant Repayment of Efficiency related initiatives
Purpose:	The Reserve was established to fund one-time costs associated with innovative ventures and alternative service delivery that yield ongoing operating savings. (FIN 99-046). The operating savings are then used to repay the initial investment, thus ensuring funds for future cost saving measures.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	367,513.83	1,180,671.66	1,788,806.96	2,286,259.56	2,757,237.61
Add					
Interest Earned	10,520.00	32,037.96	52,971.00	65,559.44	76,376.39
Debt Repayments	793,293.00	576,097.34	444,481.61	405,418.61	284,794.74
Return Project Surplus	9,344.83	-	-	-	-
	813,157.83	608,135.30	497,452.60	470,978.05	361,171.12
Less					
	-	-	-	-	-
Ending Balance	1,180,671.66	1,788,806.96	2,286,259.56	2,757,237.61	3,118,408.73

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	112206
Reserve Name:	Election Expense Reserve
Date Established:	1985
Source of Funds:	Contributions from Operating Fund
Purpose:	To eliminate the fluctuations of the annual tax operating budget (formerly mill rate) resulting from election expenditures every fourth year.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	721,184.70	1,432,300.73	37,353.51	656,296.13	1,306,990.51
Add					
Interest Earned	15,116.03	41,810.21	9,016.62	25,520.38	42,865.52
Annual Contribution	696,000.00	-	609,926.00	625,174.00	640,804.00
Tax Disposition	-	500,000.00	-	-	-
	<u>711,116.03</u>	<u>541,810.21</u>	<u>618,942.62</u>	<u>650,694.38</u>	<u>683,669.52</u>
Less					
Election Funding	-	1,939,584.90	-	-	-
	<u>-</u>	<u>1,939,584.90</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>1,432,300.73</u>	<u>34,526.04</u>	<u>656,296.13</u>	<u>1,306,990.51</u>	<u>1,990,660.03</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112212
Reserve Name:	Volunteer Committee Reserve
Date Established:	Oct 25,2005 FCS05114
Source of Funds:	Unused annual Operating Funds of the individual Volunteer's Committees, subject to an overall Corporate Surplus.
Purpose:	To provide a source of funding for Volunteer Committees in excess of their approved annual budget.
Target Balance:	The individual Volunteer's Committee Reserve balance is not to exceed double their annual operating budget.
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	230,781.70	270,550.58	253,044.72	239,154.89	245,454.23
Add					
Interest Earned	4,823.21	5,999.81	6,398.01	6,299.34	6,465.26
Surplus transfers:					
ACPD	1,790.03	7,782.44	-	-	-
Arts Advisory	-	6,233.49	-	-	-
Women & Gender Equity	1,857.20	4,892.52	-	-	-
Ham Cycling	4,050.03	3,583.06	-	-	-
LGBTQ	-	1,135.30	-	-	-
Hamilton Veterans Cttee	31,248.41	-	-	-	-
	43,768.88	29,626.62	6,398.01	6,299.34	6,465.26
Less					
Add'l budget requests:					
LGBTQ	-	1,300.00	1,300.00	-	-
Ham Cycling	4,000.00	4,000.00	4,000.00	-	-
Women & Gender Equity	-	5,000.00	-	-	-
Arts Advisory	-	10,300.00	-	-	-
ACPD	-	8,000.00	-	-	-
Hamilton Veterans Cttee	-	18,532.48	12,000.00	-	-
Food Advisory Committee	-	-	2,987.84	-	-
	4,000.00	47,132.48	20,287.84	-	-
Ending Balance	270,550.58	253,044.72	239,154.89	245,454.23	251,919.49

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112230
Reserve Name:	City Enrichment Fund
Date Established:	Est. in 1989 2014 FCS14024 changed reserve name
Source of Funds:	Year-end Administrative operating budget surplus. Unused funds returned by grant recipients. Uncollected funds where applicant is awarded a grant but fails to collect by stated deadline.
Purpose:	To fund extraordinary and unforeseen expenditures, providing one-time funding to grant recipients.
Target Balance:	5% of the annual program budget \$329K (2023 Budget)
Comments:	2014 FCS14024 changed name from Community Partnership Fund to City Enrichment Fund.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	836,025.91	1,354,592.99	1,537,049.75	994,962.89	945,182.46
Add					
Interest Earned	17,523.10	32,076.76	32,913.14	25,219.57	24,896.11
suplus transfer	1,043.98	160,772.00	-	-	-
one-time grant	500,000.00	-	-	-	-
	<u>518,567.08</u>	<u>192,848.76</u>	<u>32,913.14</u>	<u>25,219.57</u>	<u>24,896.11</u>
Less					
GSC funding recommendations	-	10,392.00	-	-	-
Digital Equity	-	-	75,000.00	75,000.00	-
One-time grant	-	-	500,000.00	-	-
	<u>-</u>	<u>10,392.00</u>	<u>575,000.00</u>	<u>75,000.00</u>	<u>-</u>
Ending Balance	<u>1,354,592.99</u>	<u>1,537,049.75</u>	<u>994,962.89</u>	<u>945,182.46</u>	<u>970,078.57</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112300
Reserve Name:	Investment Stabilization Reserve
Date Established:	2005
Source of Funds:	Capital Gains
Purpose:	To mitigate the operating budget impact of reducing the interest income allocation to the operating budget in future years.
Target Balance:	To Be Reviewed
Comments:	This reserve was previously known as the Portfolio Valuation Reserve and the scope of this reserve was changed through Report FCS05068.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	44,557,809.08	48,150,495.66	45,153,202.01	48,913,882.73	52,773,619.78
Add					
Interest Earned	951,663.29	1,066,448.06	1,222,759.76	1,321,816.09	1,423,481.56
Realized from Capital Gains	103,102.33	38,091.33	-	-	-
Repayment Roads Rehab	1,640,000.00	1,640,000.00	1,640,000.00	1,640,000.00	1,640,000.00
Repayment Internal Loans	897,920.96	897,920.96	897,920.96	897,920.96	897,920.96
	<u>3,592,686.58</u>	<u>3,642,460.35</u>	<u>3,760,680.72</u>	<u>3,859,737.05</u>	<u>3,961,402.52</u>
Less					
Capital Budget	-	970,000.00	-	-	-
In-Year Requests	-	3,913,050.00	-	-	-
Transfer to Capital	-	1,756,704.00	-	-	-
	<u>-</u>	<u>6,639,754.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>48,150,495.66</u>	<u>45,153,202.01</u>	<u>48,913,882.73</u>	<u>52,773,619.78</u>	<u>56,735,022.30</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112400
Reserve Name:	Working Fund-General
Date Established:	March, 1974
Source of Funds:	Recoveries from the operating fund Debt Repayments
Purpose:	This reserve was established to provide positive cash balances during times when cash flows are low. The reserve is also used to fund unbudgeted deficits in various programs.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		23,143,452.70	23,628,539.47	24,188,063.28	-	-
Add						
Interest Earned		485,086.77	559,523.81	-	-	-
		485,086.77	559,523.81	-	-	-
Less						
Reserve Closure	Recommendation to FCS23027	-	-	24,188,063.28	-	-
		-	-	24,188,063.28	-	-
Ending Balance		23,628,539.47	24,188,063.28	-	-	-

PROGRAM SPECIFIC RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
PROGRAM SPECIFIC RESERVES						
Healthy & Safe Communities						
Housing Reserves						
102045 - Emergency Repair Program-HHERP	290,024	210,004	154,867	93,090	29,686	One-Time
110041 - Social Housing Stabilization Reserve	373,523	382,368	-	-	-	Yes
110057 - Roxborough Community Improvement Plan Area	1,047,000	876,895	899,992	923,698	948,028	Yes
110058 - NHS Co-Investment Fund	-	1,264,314	1,648,869	2,308,899	3,363,212	Yes
112009 - Municipal Down Payment Assistance Program	106,192	108,706	-	-	-	One-Time
112239 - Federal Housing Initiatives	13,729	14,054	14,425	14,805	15,195	One-Time
112244 - Social Housing Transition Reserve	118,298	121,099	206,070	211,497	217,068	One-Time
112252 - Supplement/Housing Allowance Reserve	2,597,108	2,255,637	1,704,774	1,139,402	559,139	One-Time
112254 - Revolving Home Ownership Reserve	2,109,039	2,572,167	1,560,892	1,602,006	1,644,203	Yes
112256 - Affordable Housing Property Reserve	(1,268,186)	1,058,993	1,086,887	1,115,515	1,144,898	Yes
Sub-total Housing Reserves	5,386,727	8,864,237	7,276,776	7,408,912	7,921,428	
Lodges Reserves						
110042 - Lodges Infrastructure Reserve	324,801	310,565	318,746	327,141	345,636	Yes
Sub-total Lodges Reserves	324,801	310,565	318,746	327,141	345,636	
Recreation Reserves						
108038 - Four Pad Arena Capital Reserve	466,848	397,201	382,334	367,076	351,415	Yes
110049 - Four Pad Stabilization Reserve	309,033	316,350	324,683	333,235	342,013	Yes
Sub-total Recreation Reserves	775,881	713,552	707,017	700,311	693,428	
Social Services Reserves						
110044 - Ontario Works Stabilization Reserve	1,344,694	1,376,536	1,058,185	1,086,057	1,114,664	Yes
112214 - Social Services Initiative Fund	18,445	-	-	-	-	One-Time
112218 - Early Years System Reserve	3,759,496	3,701,749	3,586,487	3,468,189	3,346,776	One-Time
Sub-total Social Services Reserves	5,122,635	5,078,285	4,644,672	4,554,247	4,461,440	
Sub-total Healthy & Safe Communities	11,610,043	14,966,639	12,947,210	12,990,611	13,421,932	
Public Health						
112207 - Upwind & Downwind Conference	30,772	36,566	37,529	38,518	39,533	Yes
112219 - Public Health Services Reserves	289,864	296,728	304,544	312,566	320,799	One-Time
Sub-total Public Health	320,636	333,294	342,073	351,084	360,331	
Library Reserves						
106005 - Reserve For Mobile Equipment	669,472	715,798	60,276	105,707	152,094	Yes
106006 - Library Collections	1,387,061	1,445,301	1,503,831	1,563,706	1,624,959	Yes
106007 - Library General Development	4,795,680	5,541,858	5,443,116	5,460,723	5,508,389	Yes
106008 - Library Major Capital Projects	2,879,370	3,956,696	2,821,178	2,895,169	2,787,000	Yes
106009 - Summer Reading Program	544,774	557,674	570,501	583,622	597,046	Yes
106011 - Redeployment & Training Fund	524,324	538,962	551,358	564,039	577,012	Yes
106012 - Youth Programming Reserve	73,512	75,253	76,984	78,754	80,566	Yes
106013 - Accessibility, Renewal and Health & Safety Reserve	231,322	408,049	522,665	670,261	821,252	Yes
106014 - Library-Computer Reserve Fund	640,011	679,546	866,119	1,056,983	1,252,237	Yes
106015 - Library Donations Reserve	244,808	40,904	62,074	83,732	105,888	Yes
106110 - Special Gift Fund	2,145,124	2,239,179	2,279,179	2,349,179	2,419,179	One-Time
106130 - K McLaren Memorial Fund	50,938	53,378	54,778	56,178	57,578	One-Time
106152 - Waterdown Library Fund	52,037	2,874	2,940	3,008	3,077	One-Time
Sub-total Library Reserves	14,238,434	16,255,472	14,814,998	15,471,061	15,986,276	
Planning & Development Reserves						
Airport Reserves						
108043 - Airport Capital Reserve	896,971	919,264	941,482	964,285	987,689	Yes
112217 - Airport Joint Marketing Reserve Fund	544,103	276,220	314,858	455,830	600,516	Yes
Sub-total Airport Reserves	1,441,074	1,195,484	1,256,340	1,420,115	1,588,205	
Culture Reserves						
104080 - Reserve For Various Museums	379,808	395,640	406,061	416,757	427,734	Yes
108044 - Public Art Reserve	1,360,076	1,132,365	1,335,443	1,483,081	1,634,607	Yes
108049 - Downtown Public Art	62,219	59,488	61,055	62,663	64,314	Yes
108072 - Municipal Accommodation Tax	-	-	1,013,170	2,053,027	2,107,104	Yes
Sub-total Culture Reserves	1,802,102	1,587,493	2,815,730	4,015,528	4,233,759	
Development Related Reserves						
100045 - Services for New Subdivisions	4,043,529	4,139,279	4,248,308	4,360,208	4,475,056	Yes
108042 - Red Hill Business Park Reserve	(594,868)	2,783,773	2,857,098	2,932,354	3,009,592	One-Time
110060 - Shovel Ready Industrial Land Reserve	2,142,391	1,886,611	1,024,452	139,583	(768,594)	One-Time
110086 - Development Fees Stabilization	15,462,650	17,854,201	16,151,730	16,577,167	17,013,809	Yes
117012 - Developer Deposits - Roads (SC)	1,028,604	1,052,961	69,143	70,964	72,834	One-Time
Sub-total Development Related Reserves	22,082,306	27,716,827	24,350,731	24,080,276	23,802,698	

**City of Hamilton
Reserve Balances at December 31, 2022**

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
<u>Downtown/BIA's/Heritage Reserves</u>						
100005 - Revolving Fund-Historic Properties	468,443	479,535	492,166	505,130	518,435	Yes
102047 - Community Heritage Program Reserve	94,224	96,455	68,601	40,012	10,671	One-Time
102048 - Main Street Program Reserve	1,334,342	1,365,939	540,724	352,332	158,979	Yes
102049 - Hamilton Community Heritage Fund	100,474	98,943	93,454	37,162	30,046	Yes
108036 - Downtown Hamilton Capital Program	2,639,333	3,132,275	3,118,355	2,845,883	2,819,527	Yes
112229 - Commercial Property Improvement Grant (C.P.I.G.) Reserve	340,531	348,595	307,119	234,155	159,269	Yes
Sub-total Downtown/BIA's/Heritage Reserves	4,977,347	5,521,743	4,620,419	4,014,675	3,696,926	
<u>Economic Development</u>						
112221 - Economic Development Investment Reserve	1,493,632	1,296,073	718,890	677,035	634,078	Yes
112231 - Conventions/Sports Events Reserve	920,375	984,553	1,010,486	1,037,102	1,064,420	Yes
Sub-total Economic Development Reserves	2,414,007	2,280,626	1,729,376	1,714,137	1,698,498	
<u>Planning-Other Reserves</u>						
100035 - Property Purchases	8,615,684	1,382,126	3,279,231	3,470,482	3,561,895	Yes
100036 - Bike Share Capital Reserve Fund	-	-	218,845	334,031	452,252	Yes
100051 - OPA 28 Fee Reserve	(1,376,396)	(1,389,411)	(919,423)	(437,056)	58,017	One-Time
108021 - Parking Capital Reserve	7,977,816	7,609,985	7,875,275	8,277,238	9,472,970	Yes
115085 - HMPS Cash in Lieu of Parking Reserve	684,044	700,242	499,842	403,585	304,794	Yes
Sub-total Planning-Other Reserves	15,901,148	8,302,942	10,953,769	12,048,281	13,849,927	
Sub-total Planning & Development Reserves	48,617,985	46,605,115	45,726,364	47,293,013	48,870,013	
<u>H.E.F. Reserves</u>						
100025 - H.E.F. - Capital Projects	(776,486)	(544,657)	(7,172)	(7,361)	(7,555)	One-Time
102025 - First Ontario Concert Hall Reserve	361,808	370,376	380,132	390,144	400,421	One-Time
Sub-total H.E.F. Reserves	(414,678)	(174,281)	372,959	382,783	392,866	
<u>Police Reserves</u>						
104055 - Tax Stabilization-Police	1,514,515	2,971,632	2,313,465	2,374,402	2,436,944	Yes
110065 - Police Capital Expenditures	1,636,709	1,675,456	1,187,674	1,041,652	891,784	Yes
112029 - Provision for Vacation Liability	640,917	656,094	673,376	691,112	709,316	Yes
112225 - Police Rewards	193,161	201,743	207,057	212,511	218,108	Yes
Sub-total Police Reserves	3,985,302	5,504,925	4,381,571	4,319,677	4,256,152	
<u>Farmers Market Reserves</u>						
104006 - Hamilton Farmers Market Reserve	78,662	83,524	70,527	72,385	74,291	Yes
Sub-total Farmers Market Reserves	78,662	83,524	70,527	72,385	74,291	
<u>Public Works Reserves</u>						
<u>Cemeteries Reserves</u>						
104105 - Cemetery Niche Reserve	200,008	302,604	411,892	468,333	526,262	Yes
Sub-total Cemeteries Reserves	200,008	302,604	411,892	468,333	526,262	
<u>Facilities Reserves</u>						
108012 - Tim Hortons Field Capital Reserve	142,175	280,811	311,004	341,992	373,797	Yes
108039 - General Facility Capital Reserve	129,341	192,683	197,758	344,811	495,737	Yes
108046 - RCMP Lease-Capital Replacement	744,915	817,187	895,753	976,388	1,059,148	Yes
108048 - YMCA & Turner Library Capital Renewal Reserve	636,222	707,888	782,662	859,405	441,716	Yes
112209 - 47 Guise St Reserve	210,442	224,925	240,474	256,434	272,938	Yes
Sub-total Facilities Reserves	1,863,095	2,223,494	2,427,651	2,779,030	2,643,335	
<u>Greenspace/Parks Reserves</u>						
108037 - Hamilton Beach Park Reserve	76,911	56,369	57,853	59,377	60,941	Yes
112201 - General Park, Marina and Waterfront Reserve	142,364	55,473	36,575	19,000	115,477	Yes
112202 - Leash Free Park Reserve	90,131	83,659	38,650	(6,868)	(52,895)	Yes
112224 - Waterpark Operations Reserve	1,260,332	825,300	669,734	510,070	346,201	Yes
Sub-total Greenspace/Parks Reserves	1,569,738	1,020,801	802,811	581,579	469,724	
<u>Public Works-Other Reserves</u>						
108041 - Roads, Bridges & Traffic Capital Reserve	20,944	-	-	-	-	Closed
112203 - Red Light Camera Project	5,950,398	6,125,774	6,544,430	7,004,250	7,538,349	Yes
112205 - Winter Control	3,539,890	3,623,714	3,719,163	3,817,126	3,917,669	No
112272 - Energy Conservation Initiative Reserve	5,021,261	4,439,902	2,993,306	2,974,123	1,967,263	Yes
Sub-total Public Works-Other Reserves	14,532,493	14,189,390	13,256,899	13,795,499	13,423,280	
<u>Transit Reserves</u>						
108019 - Transit Shelter Capital Reserve	188,637	193,104	76,610	38,101	-	One-Time
108025 - Transit Capital Reserve	452,928	565,232	478,803	466,085	326,386	Yes
108045 - Federal Public Transit Funds	65,282	66,828	68,588	19,736	-	One-Time
108047 - Rapid Transit Capital Reserve	3,030,266	3,106,886	2,074,234	1,014,383	-	One-Time
Sub-total Transit Reserves	3,737,113	3,932,049	2,698,235	1,538,305	326,386	

City of Hamilton
 Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Waste Management Reserves						
110062 - Closed Landfill Reserve	1,275,444	1,305,646	1,340,037	1,375,333	1,411,560	Yes
112270 - Waste Management Recycling	2,696,459	2,478,485	2,541,769	2,311,645	2,069,518	No
112271 - WM Facilities-Replace/Upgrade Reserve	2,801,926	2,868,276	2,943,826	3,021,367	3,100,950	No
Sub-total Waste Management Reserves	6,773,829	6,652,407	6,825,632	6,708,345	6,582,027	
Sub-total Public Works Reserves	28,676,276	28,320,744	26,423,120	25,871,091	23,971,015	
PROGRAM SPECIFIC RESERVES TOTAL	107,112,661	111,895,433	105,078,823	106,751,704	107,332,876	

HEALTHY & SAFE COMMUNITIES RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
 Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
PROGRAM SPECIFIC RESERVES						
Healthy & Safe Communities						
Housing Reserves						
102045 - Emergency Repair Program-HHERP	290,024	210,004	154,867	93,090	29,686	One-Time
110041 - Social Housing Stabilization Reserve	373,523	382,368	-	-	-	Yes
110057 - Roxborough Community Improvement Plan Area	1,047,000	876,895	899,992	923,698	948,028	Yes
110058 - NHS Co-Investment Fund	-	1,264,314	1,648,869	2,308,899	3,363,212	Yes
112009 - Municipal Down Payment Assistance Program	106,192	108,706	-	-	-	One-Time
112239 - Federal Housing Initiatives	13,729	14,054	14,425	14,805	15,195	One-Time
112244 - Social Housing Transition Reserve	118,298	121,099	206,070	211,497	217,068	One-Time
112252 - Supplement/Housing Allowance Reserve	2,597,108	2,255,637	1,704,774	1,139,402	559,139	One-Time
112254 - Revolving Home Ownership Reserve	2,109,039	2,572,167	1,560,892	1,602,006	1,644,203	Yes
112256 - Affordable Housing Property Reserve	(1,268,186)	1,058,993	1,086,887	1,115,515	1,144,898	Yes
Sub-total Housing Reserves	5,386,727	8,864,237	7,276,776	7,408,912	7,921,428	
Lodges Reserves						
110042 - Lodges Infrastructure Reserve	324,801	310,565	318,746	327,141	345,636	Yes
Sub-total Lodges Reserves	324,801	310,565	318,746	327,141	345,636	
Recreation Reserves						
108038 - Four Pad Arena Capital Reserve	466,848	397,201	382,334	367,076	351,415	Yes
110049 - Four Pad Stabilization Reserve	309,033	316,350	324,683	333,235	342,013	Yes
Sub-total Recreation Reserves	775,881	713,552	707,017	700,311	693,428	
Social Services Reserves						
110044 - Ontario Works Stabilization Reserve	1,344,694	1,376,536	1,058,185	1,086,057	1,114,664	Yes
112214 - Social Services Initiative Fund	18,445	-	-	-	-	One-Time
112218 - Early Years System Reserve	3,759,496	3,701,749	3,586,487	3,468,189	3,346,776	One-Time
Sub-total Social Services Reserves	5,122,635	5,078,285	4,644,672	4,554,247	4,461,440	
Sub-total Healthy & Safe Communities	11,610,043	14,966,639	12,947,210	12,990,611	13,421,932	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	102045
Reserve Name:	Emergency Repair Program-HHERP
Date Established:	2001
Source of Funds:	From the consolidation of the Hamilton Assistance Rehabilitation Program (HARP)
Purpose:	Provide emergency funding for repairs for housing located in urban areas.
Target Balance:	N/A - One-Time Funding
Comments:	<p>This reserve was initially approved by Council in 2001 for emergency repairs for housing located in urban areas. The program was not implemented and since that time had been gathering interest.</p> <p>The June 9, 2014 Emergency and Community Services Committee approved (Report CS11017(d)) that funding in this reserve be used for emergency home repairs of up to \$5,000 for Ontario Works and Ontario Disability Support Program (ODSP) homeowners. This program is a component of the City's Ontario Renovates Program and was launched in November 2015.</p> <p>January 17 2019, Council approved Report HSC19001 to add accessibility modifications for low income homeowners as required in accordance with current community needs, current repair costs, and the funds available for the program to the Emergency Repair Program, as well as increasing the maximum grant amount to \$10,000.</p>
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		339,687.97	290,024.30	210,004.32	154,866.75	93,089.89
Add						
Interest Earned		6,582.59	5,682.61	4,742.89	3,223.14	1,595.94
Transfer from Reserve 112009	HSC20003			10,119.54		
		6,582.59	5,682.61	14,862.43	3,223.14	1,595.94
Less						
Emergency Home Repairs	CS11017(d)/ HSC19001	56,246.26	85,702.59	70,000.00	65,000.00	65,000.00
		56,246.26	85,702.59	70,000.00	65,000.00	65,000.00
Ending Balance		290,024.30	210,004.32	154,866.75	93,089.89	29,685.83

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110041
Reserve Name:	Social Housing Stabilization Reserve
Date Established:	April 22, 2015 FCS14047(b)
Source of Funds:	Year end Operating Surpluses in Social Housing Program
Purpose:	To provide development charge exemptions for affordable housing.
Target Balance:	N/A
Comments:	Purpose revised as part of FCS17060(b)
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,579,213.25	373,522.56	382,367.57	0.00	0.00
Add						
Interest Earned		33,100.31	8,845.01	4,970.32	-	-
Transfer from Reserve 112256 - If 110041 is negative	HSC19060(a)	-	-	64,530.00	-	-
		33,100.31	8,845.01	69,500.32	-	-
Less						
2020 Recover DC Exemptions (Project Id-2051580510)	FCS17060(b)	-	-	448,426.89	-	-
Habitat for Humanity	FCS19084	-	-	3,441.00	-	-
OPHI Rental Housing	HSC19060	1,238,791.00	-	-	-	-
		1,238,791.00	-	451,867.89	-	-
Ending Balance		373,522.56	382,367.57	0.00	0.00	0.00

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110057
Reserve Name:	Roxborough Community Improvement Plan Area
Date Established:	2021
Source of Funds:	Annual Levy Surplus
Purpose:	That any unspent funds budgeted through the annual operating budget for the cost of development charges loan/grant programs to be offered through the Roxborough Community Improvement Plan Area (CIPA), be allocated to the Roxborough CIPA Reserve at the end of each year to manage timing of the DC payments.
Target Balance:	
Comments:	The cost of a development charge (DC) loan/grant program is expected to cost the City \$10.47 M based on the proposed July 2019 DC rates, as published at time of writing, and the current development plans for the site. The reserve manages fluctuations in the timing of the DC payments for the CIPA program. In 2022 the reserve was drawn upon as a budget mitigation for 2022.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	-	1,047,000.00	876,894.96	899,992.37	923,698.17
Add					
Interest Earned	-	24,792.96	23,097.41	23,705.80	24,330.21
Favourable YE Variance HSC19034	1,047,000.00	852,102.00	-	-	-
	1,047,000.00	876,894.96	23,097.41	23,705.80	24,330.21
Less					
2022 Budget Approval GIC 22-002	-	1,047,000.00	-	-	-
	-	1,047,000.00	-	-	-
Ending Balance	1,047,000.00	876,894.96	899,992.37	923,698.17	948,028.38

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110058
Reserve Name:	NHS Co-Investment Fund
Date Established:	October 7, 2021 via HSC19048(b)
Source of Funds:	Annual levy surplus in Dept ID 625011
Purpose:	That a National Housing Strategy Co-Investment Fund Reserve be established utilizing the equivalent to the annual mortgage payments for CityHousing Hamilton's provincial projects from the Housing Services Division's net levy budget to be disbursed to CityHousing Hamilton to service the repayable portion of the debt as outlined in Appendix "B" to Report HSC19048(b);
Target Balance:	It will align with loan repayment schedule
Comments:	The amount transferred to and from the reserve may vary from year to year dependent upon the amount that CHH draws from the National Strategy Housing loan.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	-	-	1,264,314.00	1,648,869.15	2,308,898.53
Add					
Interest Earned	-	-	25,128.00	32,977.00	69,267.00
2022 CMHC NHS Surplus		1,264,314.00	1,264,314.15	1,948,254.15	2,786,592.15
Expired Mortgages	-	-	-	490,196.23	735,638.24
	-	1,264,314.00	1,289,442.15	2,471,427.38	3,591,497.39
Less					
Repayment (Principal & Interest)	-	-	904,887.00	1,811,398.00	2,537,184.00
	-	-	904,887.00	1,811,398.00	2,537,184.00
Ending Balance	-	1,264,314.00	1,648,869.15	2,308,898.53	3,363,211.92

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	112009
Reserve Name:	Municipal Down Payment Assistance Program
Date Established:	May 24th, 2006 SSC06012
Source of Funds:	The program is sustainable through repayments which are reinvested into a revolving loan fund to be used to provide down payment assistance for other eligible households.
Purpose:	To deliver a Municipal Down Payment Assistance Program, identical to the IAH-E Home ownership Component, and administered in accordance with the program guidelines.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		104,011.78	106,191.87	108,706.49	-	-
Add						
Interest Earned		2,180.09	2,514.62	1,413.05	-	-
		2,180.09	2,514.62	1,413.05	-	-
Less						
Transfer to reserve 102045 HEHRP HSC20003		-	-	10,119.54	-	-
Trillium Payment Administration Costs HSC18040		-	-	100,000.00	-	-
		-	-	110,119.54	-	-
Ending Balance		106,191.87	108,706.49	-	-	-

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112239
Reserve Name:	Federal Housing Initiatives
Date Established:	April 25, 2007 FCS07050
Source of Funds:	One-time unconditional Federal Affordable Housing Funds that are flowing through the Province of Ontario
Purpose:	Initially the Province stated that the funds were to be used for Affordable Housing which includes a broad range of housing and homelessness programming based on local need.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	13,447.50	13,729.36	14,054.47	14,424.66	14,804.61
Add					
Interest Earned	281.86	325.11	370.19	379.95	389.95
	281.86	325.11	370.19	379.95	389.95
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	13,729.36	14,054.47	14,424.66	14,804.61	15,194.56

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112244
Reserve Name:	Social Housing Transition Reserve
Date Established:	2001
Source of Funds:	Federal Government Contribution
Purpose:	To cover costs associated with the download of housing to Service Manager. It is to cover equipment purchase, office space, supplies and other administrative costs incurred.
Target Balance:	N/A - One-Time Funding
Comments:	In the past, the funds have been used to fund the administration of Social Housing Projects In Difficulty, such as First Place. In April 2013, the Province allocated \$208,425 in unbudgeted funding for housing related costs at the discretion of the municipality. This funding was transferred to this reserve. Council approved the development and purchase of a software program for social housing (CS13033), in collaboration with other Municipal Service Managers. The reserve will be closed after disbursement of funds.
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	115,868.91	118,297.52	121,098.81	206,069.61	211,497.48
Add					
Interest Earned	2,428.61	2,801.29	4,252.80	5,427.87	5,570.84
Transfer from HARS CES13033	-	-	-	-	-
Return of funds to source HSC22028	-	-	80,718.00	-	-
	<u>2,428.61</u>	<u>2,801.29</u>	<u>84,970.80</u>	<u>5,427.87</u>	<u>5,570.84</u>
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>118,297.52</u>	<u>121,098.81</u>	<u>206,069.61</u>	<u>211,497.48</u>	<u>217,068.33</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112252
Reserve Name:	Supplement/Housing Allowance Reserve
Date Established:	March 11,2009 CS09023
Source of Funds:	Federal Funding and the Hamilton Future Fund.
Purpose:	To provide Rent Supplement or Housing Allowances for low income households, targeting eligible households (Housing First, transitioning over-housed, and emergency situations). Also to be used to cover any pressures to existing rent supplement/housing allowance programs. (CS11017(d)). Established March 19, 2009, report CS09023. This reserve was one time funding for a five year period commencing October 2008 and ending October 2013.
Target Balance:	N/A - One-Time Funding
Comments:	In 2021, Council approved HSC20020(c), a one time investment of \$2M to be deposited to the reserve to fund housing allowances for 4 years. The revised expected end date is end of 2025. From 2013-2018, the rent supplement and housing allowance program will be funded through the federal/provincial investment in Affordable Housing (IAH) Program. The remaining funding in this reserve is being used to increase the number of households receiving rent supplements (OCHAP and Commercial) and housing allowances initially from 450 to 475 households in 2014. At the June 9, 2014 Emergency and Community Services Committee (Report CS11017(d)), it was approved that the balance of the unallocated funding be utilized to support housing allowances for Housing First initiatives, to transition over housed social housing tenants to move into units more appropriate to their needs, emergency situations where there are spikes in homelessness which require rapid housing response and to cover any pressures to existing rent supplement/housing allowance programs.
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		483,170.47	2,597,108.49	2,255,636.52	1,704,774.30	1,139,402.36
Add						
Interest Earned		8,844.50	61,499.53	51,480.61	36,970.90	22,079.00
Transfer from 2021 HSD Surplus	HSC20020(d)	2,119,146.00	-	-	-	-
		2,127,990.50	61,499.53	51,480.61	36,970.90	22,079.00
Less						
Rent Supplements	FCS21070(b)	14,052.48	-	-	-	-
Housing Allowances	HSC20020(c)	-	402,971.50	532,342.83	532,342.83	532,342.83
Temp - Housing Service Clerk	HSC20020(c)	-	-	70,000.00	70,000.00	70,000.00
		14,052.48	402,971.50	602,342.83	602,342.83	602,342.83
Ending Balance		2,597,108.49	2,255,636.52	1,704,774.30	1,139,402.36	559,138.53

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112254
Reserve Name:	Revolving Home Ownership Reserve
Date Established:	Sept 16,2009 CS09060(d)
Source of Funds:	Provincial and Federal governments
Purpose:	Funds are to be used to offer down payment assistance to qualified first time buyers of residential homes. The criteria is outlined in the Canada Ontario Affordable Housing Program Home Ownership Program and the Investment in Affordable Housing (IAH) Home Ownership Program.
Target Balance:	\$200,000
Comments:	This is a revolving plan and is dependent upon funding from the repayment of existing loans where the property is sold before the 20 year forgiveness window is reached. The reserve funding will be reinvested in down payment assistance opportunities for new applicants to the program.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,332,239.34	2,109,038.58	2,572,167.28	1,560,892.12	1,602,006.01
Add						
Interest Earned		34,611.00	54,667.70	53,724.84	41,113.90	42,196.84
Loan repayments	CS11017(d)	742,188.24	408,461.00	-	-	-
		776,799.24	463,128.70	53,724.84	41,113.90	42,196.84
Less						
Kiwanis Homes Down Payment Assistance Pilot Program	HSC20032(a)	-	-	1,065,000.00	-	-
		-	-	1,065,000.00	-	-
Ending Balance		2,109,038.58	2,572,167.28	1,560,892.12	1,602,006.01	1,644,202.85

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112256
Reserve Name:	Affordable Housing Property Reserve
Date Established:	May 13, 2019 (PED17219)
Source of Funds:	Net proceeds from sale of properties identified for affordable housing.
Purpose:	For use exclusively for new affordable housing development purposes, and all costs related to due diligence, and implementing strategies outlined.
Target Balance:	N/A
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		-	(1,268,186.00)	1,058,992.77	1,086,886.64	1,115,515.23
Add						
Interest Earned		-	(2,447.87)	27,893.87	28,628.59	29,382.67
Proceeds from Sale of Land	PED17219	-	2,329,626.64	-	-	-
		-	2,327,178.77	27,893.87	28,628.59	29,382.67
Less						
Two Non-Profit Affordable Rental Housing Projects	HSC19060(a)	1,268,186.00	-	-	-	-
		1,268,186.00	-	-	-	-
Ending Balance		(1,268,186.00)	1,058,992.77	1,086,886.64	1,115,515.23	1,144,897.90

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	110042
Reserve Name:	Lodges Infrastructure Reserve
Date Established:	April 8, 2015 GIC 15-004
Source of Funds:	Annual Contribution from Operating Budget
Purpose:	Infrastructure replacement and improvements for both Wentworth and Macassa Lodges.
Target Balance:	To be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,102,332.47	324,800.99	310,565.43	318,745.72	327,141.49
Add					
Interest Earned	77,468.52	(14,235.56)	8,180.29	8,395.76	18,494.41
Contribution from Operating	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00
	827,468.52	735,764.44	758,180.29	758,395.76	768,494.41
Less					
Transfer to Capital	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00
Lodge Capital Programs	855,000.00	-	-	-	-
	1,605,000.00	750,000.00	750,000.00	750,000.00	750,000.00
Ending Balance	324,800.99	310,565.43	318,745.72	327,141.49	345,635.89

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108038
Reserve Name:	Four Pad Arena Capital Reserve
Date Established:	2005
Source of Funds:	Contributions from Operating Fund.
Purpose:	To fund capital repairs at the Four Pad Arena
Target Balance:	To Be Reviewed
Comments:	Annual contributions were initially set at \$75,000 per year, increased to \$100,000 per year effective in 2009. Further increased to \$125,000 for 2011 and onward per agreement with Hamilton Arena Partners (HAP). Annual contribution amount has since returned to \$100,000 per year again. In 2020 the annual contribution amount was reduced to \$75,000 and for 2021 the annual contribution amount returned to the original \$75,000 per year.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	397,140.13	466,847.96	397,201.17	382,334.20	367,075.63
Add					
Interest Earned	8,854.83	10,784.34	10,133.03	9,741.43	9,339.52
Provision for Capital Replacement	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
	83,854.83	85,784.34	85,133.03	84,741.43	84,339.52
Less					
Capital Expenditures	14,147.00	155,431.13	100,000.00	100,000.00	100,000.00
	14,147.00	155,431.13	100,000.00	100,000.00	100,000.00
Ending Balance	466,847.96	397,201.17	382,334.20	367,075.63	351,415.15

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110049
Reserve Name:	Four Pad Stabilization Reserve
Date Established:	2005
Source of Funds:	Annual Surpluses from Quad Pad Operations
Purpose:	To Offset future budget shortfalls
Target Balance:	\$250,000 plus accumulated interest.
Comments:	Annual contributions are made prior to any operating surpluses are distributed to the City of Hamilton and Hamilton Arena Partners. Annual contributions are not to surpass \$30,000 and the fund threshold is set at \$250,000. Threshold of \$250,000 has been achieved as of 2011 and no further contributions have been made. Facility Management Review Team (FMRT) have discussed the notion of increasing the contribution threshold but opted to wait until the next opportunity to discuss extension of the operating agreement.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	302,688.25	309,032.60	316,350.49	324,683.16	333,235.32
Add					
Interest Earned	6,344.35	7,317.89	8,332.67	8,552.15	8,777.42
	6,344.35	7,317.89	8,332.67	8,552.15	8,777.42
Less					
	-	-	-	-	-
Ending Balance	309,032.60	316,350.49	324,683.16	333,235.32	342,012.73

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	110044
Reserve Name:	Ontario Works Stabilization Reserve
Date Established:	2004 (FCS04053)
Source of Funds:	Provincial Grant Payments Variances
Purpose:	To provide sufficient flexibility and protection against recession driven caseload fluctuations and related additional administrative costs and any subsidy adjustments for prior periods not covered in the annual approved budgets.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,317,087.72	1,344,693.88	1,376,536.23	1,058,184.69	1,086,057.27
Add					
Interest Earned	27,606.16	31,842.35	31,648.46	27,872.58	28,606.75
	27,606.16	31,842.35	31,648.46	27,872.58	28,606.75
Less					
Service Delivery Model Technology Bank Variance	-	-	350,000.00	-	-
	-	-	350,000.00	-	-
Ending Balance	1,344,693.88	1,376,536.23	1,058,184.69	1,086,057.27	1,114,664.02

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112214
Reserve Name:	Social Services Initiative Fund
Date Established:	2006
Source of Funds:	Seed funding from Provincial One-time Grant
Purpose:	To fund urgent temporary/finite program requirements (e.g.. Emergency Shelter) and recommendations from Poverty Roundtable.
Target Balance:	N/A - One-Time Funding
Comments:	Mitigation option to assist with Provincial Funding shortfalls
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	18,066.76	18,445.44	-	-	-
Add					
Interest Earned	378.68	436.79	-	-	-
	378.68	436.79	-	-	-
Less					
Mitigation option to assist with Provincial Funding shortfalls/COVID-19- Housing	-	18,882.23	-	-	-
	-	18,882.23	-	-	-
Ending Balance	18,445.44	-	-	-	-

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112218
Reserve Name:	Early Years System Reserve
Date Established:	July 11th, 2007 (ESC07055)
Source of Funds:	Provincial Best Start Funding (2005/06)
Purpose:	The Early Years System Reserve (previously titled the Best Start Initiative Reserve) will support the transition of the early years system from the previous Best Start Initiative to the new Ontario Early Years Child and Family Centre (OEYCFC) system. It will sustain and build upon the momentum developed by the Hamilton Best Start Network, with a specific focus on the priorities established in the Early Years Community Plan and the priorities that will support the new OEYCFC system.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	702,844.06	3,759,495.67	3,701,748.72	3,586,487.08	3,468,189.45
Add					
Interest Earned	56,651.61	87,696.24	94,738.36	91,702.37	88,586.41
Year end Surplus FCS20069(b)	3,000,000.00	-	-	-	-
	<u>3,056,651.61</u>	<u>87,696.24</u>	<u>94,738.36</u>	<u>91,702.37</u>	<u>88,586.41</u>
Less					
Acquisition of property	-	31,407.19	-	-	-
Early Years System Support	-	49,036.00	210,000.00	210,000.00	210,000.00
Early ON	-	65,000.00	-	-	-
	<u>-</u>	<u>145,443.19</u>	<u>210,000.00</u>	<u>210,000.00</u>	<u>210,000.00</u>
Ending Balance	<u>3,759,495.67</u>	<u>3,701,748.72</u>	<u>3,586,487.08</u>	<u>3,468,189.45</u>	<u>3,346,775.86</u>

PUBLIC HEALTH SERVICES RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Public Health						
112207 - Upwind & Downwind Conference	30,772	36,566	37,529	38,518	39,533	Yes
112219 - Public Health Services Reserves	289,864	296,728	304,544	312,566	320,799	One-Time
Sub-total Public Health	320,636	333,294	342,073	351,084	360,331	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112207
Reserve Name:	Upwind & Downwind Conference
Date Established:	Dec 15, 2004
Source of Funds:	Surplus funds from the Ministry of Environment, Environment Canada and from sponsorships & registrations.
Purpose:	Residual funds from the Upwind/Downwind Conference to be used to offset costs for future conferences.
Target Balance:	N/A
Comments:	Conference is held every 2 years. The next Conference is scheduled for 2024.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	30,140.52	30,772.27	36,566.27	37,529.43	38,517.95
Add					
Interest Earned	631.75	728.69	963.16	988.53	1,014.56
Surplus Upwind/Downwind Dept ID 674621	-	5,065.31	-	-	-
	631.75	5,794.00	963.16	988.53	1,014.56
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	30,772.27	36,566.27	37,529.43	38,517.95	39,532.51

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112219
Reserve Name:	Public Health Services Reserves
Date Established:	Oct 24, 2007 BOH07051
Source of Funds:	None Previously funded from surpluses of the Enhanced Hepatitis Strain Surveillance System Program. The program ended June 30, 2012.
Purpose:	Public Health Services is primarily funded through the Ministry of Health and Long-Term Care at either 75% or 100% up to March 31, 2019. Funding of 70% to April 2021, and 60% thereafter. These annual budgets are capped and any excess expenditure is not subsidized. The availability of reserve funds will ensure PHS is able to provide public health programming if required outside of the traditional funding envelopes while reducing financial risks to taxpayers in the future.
Target Balance:	One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	283,913.35	289,864.17	296,728.15	304,543.97	312,565.66
Add					
Interest Earned	5,950.82	6,863.98	7,815.82	8,021.69	8,232.98
	5,950.82	6,863.98	7,815.82	8,021.69	8,232.98
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>289,864.17</u>	<u>296,728.15</u>	<u>304,543.97</u>	<u>312,565.66</u>	<u>320,798.64</u>

LIBRARY SERVICES RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Library Reserves						
106005 - Reserve For Mobile Equipment	669,472	715,798	60,276	105,707	152,094	Yes
106006 - Library Collections	1,387,061	1,445,301	1,503,831	1,563,706	1,624,959	Yes
106007 - Library General Development	4,795,680	5,541,858	5,443,116	5,460,723	5,508,389	Yes
106008 - Library Major Capital Projects	2,879,370	3,956,696	2,821,178	2,895,169	2,787,000	Yes
106009 - Summer Reading Program	544,774	557,674	570,501	583,622	597,046	Yes
106011 - Redeployment & Training Fund	524,324	538,962	551,358	564,039	577,012	Yes
106012 - Youth Programming Reserve	73,512	75,253	76,984	78,754	80,566	Yes
106013 - Accessibility, Renewal and Health & Safety Reserve	231,322	408,049	522,665	670,261	821,252	Yes
106014 - Library-Computer Reserve Fund	640,011	679,546	866,119	1,056,983	1,252,237	Yes
106015 - Library Donations Reserve	244,808	40,904	62,074	83,732	105,888	Yes
106110 - Special Gift Fund	2,145,124	2,239,179	2,279,179	2,349,179	2,419,179	One- Time
106130 - K McLaren Memorial Fund	50,938	53,378	54,778	56,178	57,578	One- Time
106152 - Waterdown Library Fund	52,037	2,874	2,940	3,008	3,077	One- Time
Sub-total Library Reserves	14,238,434	16,255,472	14,814,998	15,471,061	15,986,276	

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	106005
Reserve Name:	Reserve For Mobile Equipment
Date Established:	Nov 21, 2001
Source of Funds:	Contributions from Operating Fund
Purpose:	To Purchase Mobile Equipment including the Bookmobile.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	627,977.05	669,471.66	715,798.35	60,276.01	105,707.00
Add					
Interest Earned	11,494.61	16,326.69	14,477.66	15,430.99	16,387.00
Provision for Mobile Equipment	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
	41,494.61	46,326.69	44,477.66	45,430.99	46,387.00
Less					
Replacement Bookmobile (estimate)	-	-	700,000.00	-	-
	-	-	700,000.00	-	-
Ending Balance	669,471.66	715,798.35	60,276.01	105,707.00	152,094.00

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	106006
Reserve Name:	Library Collections
Date Established:	Nov 21, 2001
Source of Funds:	Contributions from Operating Fund
Purpose:	To smooth out the impact of Library collections purchases on the operating budget.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,336,819.72	1,387,061.03	1,445,301.30	1,503,830.73	1,563,706.34
Add					
Interest Earned	25,241.31	33,240.27	33,529.43	34,875.61	36,252.75
Provision for Equipment	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
	50,241.31	58,240.27	58,529.43	59,875.61	61,252.75
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>1,387,061.03</u>	<u>1,445,301.30</u>	<u>1,503,830.73</u>	<u>1,563,706.34</u>	<u>1,624,959.09</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106007
Reserve Name:	Library General Development
Date Established:	Nov 21, 2001
Source of Funds:	Contributions from Operating Fund
Purpose:	To smooth out the impact of General Development costs on the operating budget.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	2,106,942.55	4,795,680.31	5,541,858.35	5,443,116.09	5,460,722.76
Add					
Interest Earned	38,737.76	109,190.75	131,257.74	127,606.67	127,666.62
Year End Surplus	2,600,000.00	1,140,740.62	-	-	-
Project Closure	-	21,246.67	-	-	-
Printer & Copier Revenue	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	<u>2,688,737.76</u>	<u>1,321,178.04</u>	<u>181,257.74</u>	<u>177,606.67</u>	<u>177,666.62</u>
Less					
Logo Brand Implement	-	-	80,000.00	-	-
Operating Budget 2023	-	-	200,000.00	-	-
Transfers to Oper Budgets	-	-	-	160,000.00	130,000.00
Server Replacement	-	450,000.00	-	-	-
Staff Equip & Space Reconfig.	-	125,000.00	-	-	-
	<u>-</u>	<u>575,000.00</u>	<u>280,000.00</u>	<u>160,000.00</u>	<u>130,000.00</u>
Ending Balance	<u>4,795,680.31</u>	<u>5,541,858.35</u>	<u>5,443,116.09</u>	<u>5,460,722.76</u>	<u>5,508,389.38</u>

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	106008
Reserve Name:	Library Major Capital Projects
Date Established:	Nov 21, 2001
Source of Funds:	Contributions from Operating Fund
Purpose:	Provision for Library Capital Projects
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,346,980.61	2,879,370.03	3,956,695.59	2,821,178.08	2,895,168.67
Add					
Interest Earned	23,389.42	68,325.56	105,482.49	64,990.59	68,831.38
Year End Surplus	2,000,000.00	1,000,000.00	-	-	-
Provision to Reserve	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
	<u>2,032,389.42</u>	<u>1,077,325.56</u>	<u>114,482.49</u>	<u>73,990.59</u>	<u>77,831.38</u>
Less					
New Carlisle Branch (Mar 2018)	200,000.00	-	-	-	-
New Carlisle Branch (June 2021)	300,000.00	-	-	-	-
Funds Earmarked for Sherwood	-	-	-	-	186,000.00
Mount Hope Construction	-	-	1,000,000.00	-	-
Discovery Centre Feasibility Study	-	-	250,000.00	-	-
	<u>500,000.00</u>	<u>-</u>	<u>1,250,000.00</u>	<u>-</u>	<u>186,000.00</u>
Ending Balance	<u>2,879,370.03</u>	<u>3,956,695.59</u>	<u>2,821,178.08</u>	<u>2,895,168.67</u>	<u>2,787,000.05</u>

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	106009
Reserve Name:	Summer Reading Program
Date Established:	Nov 21, 2001
Source of Funds:	Contributions from Operating Fund
Purpose:	Used as a Working fund for the Summer Reading Program
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	535,264.77	544,774.07	557,674.32	570,500.83	583,622.35
Add					
Interest Earned	9,509.30	12,900.25	12,826.51	13,121.52	13,423.32
	9,509.30	12,900.25	12,826.51	13,121.52	13,423.32
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	544,774.07	557,674.32	570,500.83	583,622.35	597,045.67

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	106011
Reserve Name:	Redeployment & Training Fund
Date Established:	Nov 21, 2001
Source of Funds:	OMERS Contribution Holiday Savings
Purpose:	Created to offset employee related restructuring costs due to amalgamation
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	414,672.54	524,324.40	538,961.60	551,357.71	564,038.93
Add					
Interest Earned	7,366.82	12,416.00	12,396.11	12,681.22	12,972.89
Year End Surplus	102,285.04	-	-	-	-
Closed Projects	-	2,221.20	-	-	-
	109,651.86	14,637.20	12,396.11	12,681.22	12,972.89
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	524,324.40	538,961.60	551,357.71	564,038.93	577,011.82

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	106012
Reserve Name:	Youth Programming Reserve
Date Established:	2004
Source of Funds:	Unexpended year end balances that were received by way of donation or grant for the Youth Program.
Purpose:	Fund youth programs subject to the terms specified by the said donation or grant.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	72,228.88	73,512.06	75,252.83	76,983.64	78,754.26
Add					
Interest Earned	1,283.18	1,740.77	1,730.81	1,770.62	1,811.35
	1,283.18	1,740.77	1,730.81	1,770.62	1,811.35
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	73,512.06	75,252.83	76,983.64	78,754.26	80,565.61

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106013
Reserve Name:	Accessibility, Renewal and Health & Safety Reserve
Date Established:	November 15, 2006 - HPL Board
Source of Funds:	Annual Contribution From The Operating Budget
Purpose:	To fund capital enhancements to facilities including accessibility, health, and safety issues
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	117,642.06	231,322.17	408,049.37	522,664.50	670,260.78
Add					
Interest Earned	(1,319.89)	6,819.58	9,615.13	12,596.28	15,990.99
Provision for Building Refreshes	85,000.00	85,000.00	85,000.00	85,000.00	85,000.00
Capital Enhancement Account Surpluses	100,000.00	84,907.62	20,000.00	50,000.00	50,000.00
	183,680.11	176,727.20	114,615.13	147,596.28	150,990.99
Less					
LED Upgrade	70,000.00	-	-	-	-
	70,000.00	-	-	-	-
Ending Balance	<u>231,322.17</u>	<u>408,049.37</u>	<u>522,664.50</u>	<u>670,260.78</u>	<u>821,251.77</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106014
Reserve Name:	Library-Computer Reserve Fund
Date Established:	Dec 8, 2010 Hamilton Public Library Board
Source of Funds:	Unused Operating Funds for Computer Purchases. Annual contribution from Operating Budget.
Purpose:	To Maximize the Libraries ability to keep up with changes in Technology and Usage by being flexible in the replacement schedule and replacing equipment at the end of its useful life rather than a fixed replacement schedule.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	523,796.01	640,011.27	679,545.62	866,118.67	1,056,982.90
Add					
Interest Earned	9,742.65	15,534.35	17,573.05	21,864.23	26,254.10
Computer & Servers Surplus	82,472.61	-	145,000.00	145,000.00	145,000.00
Budgeted Transfer	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00
	<u>116,215.26</u>	<u>39,534.35</u>	<u>186,573.05</u>	<u>190,864.23</u>	<u>195,254.10</u>
Less					
	-	-	-	-	-
Ending Balance	<u>640,011.27</u>	<u>679,545.62</u>	<u>866,118.67</u>	<u>1,056,982.90</u>	<u>1,252,237.00</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106015
Reserve Name:	Library Donations Reserve
Date Established:	December 21, 2016 (HPL Board)
Source of Funds:	Undesignated donations received annually
Purpose:	The establishment of a donations reserve fund will enable the Library to better manage the way it utilizes cash donations.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	33,208.58	244,807.58	40,903.60	62,074.38	83,732.09
Add					
Interest Earned	1,860.94	4,218.38	1,170.78	1,657.71	2,155.83
Donations	209,738.06	16,877.64	20,000.00	20,000.00	20,000.00
	211,599.00	21,096.02	21,170.78	21,657.71	22,155.83
Less					
Central Exterior Refresh	-	200,000.00	-	-	-
Presto Passes	-	25,000.00	-	-	-
	-	225,000.00	-	-	-
Ending Balance	<u>244,807.58</u>	<u>40,903.60</u>	<u>62,074.38</u>	<u>83,732.09</u>	<u>105,887.92</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106110
Reserve Name:	Special Gift Fund
Date Established:	2017
Source of Funds:	Donations
Purpose:	Branch Improvements
Target Balance:	
Comments:	This Reserve was previously classified as a Trust, but did not meet the definition of a Trust under PSAB definition. This Reserve was set up as a result of external audit recommendation.
Sustainable:	One- Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,975,830.48	2,145,124.32	2,239,178.60	2,279,178.60	2,349,178.60
Add					
Interest Earned	4,061.84	11,032.28	10,000.00	10,000.00	10,000.00
HCF Investment Earnings	198,365.00	114,998.00	85,000.00	85,000.00	85,000.00
	202,426.84	126,030.28	95,000.00	95,000.00	95,000.00
Less					
HCF Administration Fees	33,133.00	31,976.00	25,000.00	25,000.00	25,000.00
Fundraising Strategy	-	-	30,000.00	-	-
	33,133.00	31,976.00	55,000.00	25,000.00	25,000.00
Ending Balance	2,145,124.32	2,239,178.60	2,279,178.60	2,349,178.60	2,419,178.60

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106130
Reserve Name:	K McLaren Memorial Fund
Date Established:	2017
Source of Funds:	Donations
Purpose:	Staff training and development
Target Balance:	
Comments:	This Reserve was previously classified as a Trust, but did not meet the definition of a Trust under PSAB definition. This Reserve was set up as a result of external audit recommendation.
Sustainable:	One- Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	46,082.16	50,938.16	53,378.16	54,778.16	56,178.16
Add					
Interest Earned	5,830.00	3,380.00	1,900.00	1,900.00	1,900.00
	5,830.00	3,380.00	1,900.00	1,900.00	1,900.00
Less					
HCF Admin Fees	974.00	940.00	500.00	500.00	500.00
	974.00	940.00	500.00	500.00	500.00
Ending Balance	50,938.16	53,378.16	54,778.16	56,178.16	57,578.16

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	106152
Reserve Name:	Waterdown Library Fund
Date Established:	2017
Source of Funds:	Donations
Purpose:	Waterdown branch improvements
Target Balance:	
Comments:	This Reserve was previously classified as a Trust, but did not meet the definition of a Trust under PSAB definition. This Reserve was set up as a result of external audit recommendation.
Sustainable:	One- Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	51,128.49	52,036.81	2,874.37	2,940.49	3,008.13
Add					
Interest Earned	908.32	837.56	66.12	67.64	69.19
	908.32	837.56	66.12	67.64	69.19
Less					
Waterdown Makerspace	-	50,000.00	-	-	-
	-	50,000.00	-	-	-
Ending Balance	52,036.81	2,874.37	2,940.49	3,008.13	3,077.32

PLANNING & DEVELOPMENT RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Planning & Development Reserves						
Airport Reserves						
108043 - Airport Capital Reserve	896,971	919,264	941,482	964,285	987,689	Yes
112217 - Airport Joint Marketing Reserve Fund	544,103	276,220	314,858	455,830	600,516	Yes
Sub-total Airport Reserves	1,441,074	1,195,484	1,256,340	1,420,115	1,588,205	
Culture Reserves						
104080 - Reserve For Various Museums	379,808	395,640	406,061	416,757	427,734	Yes
108044 - Public Art Reserve	1,360,076	1,132,365	1,335,443	1,483,081	1,634,607	Yes
108049 - Downtown Public Art	62,219	59,488	61,055	62,663	64,314	Yes
108072 - Municipal Accommodation Tax	-	-	1,013,170	2,053,027	2,107,104	Yes
Sub-total Culture Reserves	1,802,102	1,587,493	2,815,730	4,015,528	4,233,759	
Development Related Reserves						
100045 - Services for New Subdivisions	4,043,529	4,139,279	4,248,308	4,360,208	4,475,056	Yes
108042 - Red Hill Business Park Reserve	(594,868)	2,783,773	2,857,098	2,932,354	3,009,592	One-Time
110060 - Shovel Ready Industrial Land Reserve	2,142,391	1,886,611	1,024,452	139,583	(768,594)	One-Time
110086 - Development Fees Stabilization	15,462,650	17,854,201	16,151,730	16,577,167	17,013,809	Yes
117012 - Developer Deposits - Roads (SC)	1,028,604	1,052,961	69,143	70,964	72,834	One-Time
Sub-total Development Related Reserves	22,082,306	27,716,827	24,350,731	24,080,276	23,802,698	
Downtown/BIA's/Heritage Reserves						
100005 - Revolving Fund-Historic Properties	468,443	479,535	492,166	505,130	518,435	Yes
102047 - Community Heritage Program Reserve	94,224	96,455	68,601	40,012	10,671	One-Time
102048 - Main Street Program Reserve	1,334,342	1,365,939	540,724	352,332	158,979	Yes
102049 - Hamilton Community Heritage Fund	100,474	98,943	93,454	37,162	30,046	Yes
108036 - Downtown Hamilton Capital Program	2,639,333	3,132,275	3,118,355	2,845,883	2,819,527	Yes
112229 - Commercial Property Improvement Grant (C.P.I.G.) Reserve	340,531	348,595	307,119	234,155	159,269	Yes
Sub-total Downtown/BIA's/Heritage Reserves	4,977,347	5,521,743	4,620,419	4,014,675	3,696,926	
Economic Development						
112221 - Economic Development Investment Reserve	1,493,632	1,296,073	718,890	677,035	634,078	Yes
112231 - Conventions/Sports Events Reserve	920,375	984,553	1,010,486	1,037,102	1,064,420	Yes
Sub-total Economic Development Reserves	2,414,007	2,280,626	1,729,376	1,714,137	1,698,498	
Planning-Other Reserves						
100035 - Property Purchases	8,615,684	1,382,126	3,279,231	3,470,482	3,561,895	Yes
100036 - Bike Share Capital Reserve Fund	-	-	218,845	334,031	452,252	Yes
100051 - OPA 28 Fee Reserve	(1,376,396)	(1,389,411)	(919,423)	(437,056)	58,017	One-Time
108021 - Parking Capital Reserve	7,977,816	7,609,985	7,875,275	8,277,238	9,472,970	Yes
115085 - HMPS Cash in Lieu of Parking Reserve	684,044	700,242	499,842	403,585	304,794	Yes
Sub-total Planning-Other Reserves	15,901,148	8,302,942	10,953,769	12,048,281	13,849,927	
Sub-total Planning & Development Reserves	48,617,985	46,605,115	45,726,364	47,293,013	48,870,013	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108043
Reserve Name:	Airport Capital Reserve
Date Established:	Feb 28, 2007 PED07077
Source of Funds:	City's percentage of revenues collected from the John C. Munro Hamilton International Airport (HIA) as per Section 4.04 of the City of Hamilton/Tradeport Airport Lease Agreement.
Purpose:	Offset City's share of Airport Capital Costs that are cost shared as required as part of City of Hamilton/Tradeport Airport Lease Agreement.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		933,446.68	896,971.14	919,263.75	941,481.72	964,284.91
Add						
Interest Earned		22,973.80	23,307.61	24,187.47	24,772.69	25,373.33
Rental Revenue HIA (25% of PY Rent)	PED07077	-	130,954.50	130,000.00	130,000.00	130,000.00
Rental Revenue HIA (75% of PY Rent)		371,970.15	-	-	-	-
		<u>394,943.95</u>	<u>154,262.11</u>	<u>154,187.47</u>	<u>154,772.69</u>	<u>155,373.33</u>
Less						
TradePort Agreement	PED19083	331,419.49	131,969.50	131,969.50	131,969.50	131,969.50
TradePort/Vantage Counter Proposal	PED19084(c)	100,000.00	-	-	-	-
		<u>431,419.49</u>	<u>131,969.50</u>	<u>131,969.50</u>	<u>131,969.50</u>	<u>131,969.50</u>
Ending Balance		<u>896,971.14</u>	<u>919,263.75</u>	<u>941,481.72</u>	<u>964,284.91</u>	<u>987,688.74</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112217
Reserve Name:	Airport Joint Marketing Reserve Fund
Date Established:	Feb 28, 2007 PED07077
Source of Funds:	City's percentage of revenues collected from the John C. Munro Hamilton International Airport (HIA) as per Section 4.04 of the City of Hamilton/Tradeport Airport Lease Agreement.
Purpose:	Offset the City's Share of Marketing Costs related to Airport Promotion.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	455,311.26	544,103.03	276,220.11	314,857.92	455,830.45
Add					
Interest Earned	10,769.83	8,520.87	7,683.31	10,018.03	13,731.24
Rental Revenue HIA (25% of PY Rent) PED07077	133,990.05	130,954.50	130,954.50	130,954.50	130,954.50
	144,759.88	139,475.37	138,637.81	140,972.53	144,685.74
Less					
Joint Marketing Initiatives 2022-2023 PED22063	-	-	100,000.00	-	-
Joint Marketing Initiatives GIC Report #20-018 PED20180	55,968.11	-	-	-	-
Joint Marketing Initiatives PED21083	-	407,358.29	-	-	-
	55,968.11	407,358.29	100,000.00	-	-
Ending Balance	544,103.03	276,220.11	314,857.92	455,830.45	600,516.19

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104080
Reserve Name:	Reserve For Various Museums
Date Established:	1996
Source of Funds:	Donations
Purpose:	Monitor activity for all Museums in one reserve.
Target Balance:	To Be Reviewed
Comments:	The funds in this reserve represent donations for designated purposes.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	370,784.01	379,807.62	395,640.05	406,061.21	416,756.86
Add					
Interest Earned	7,777.91	9,051.53	10,421.16	10,695.65	10,977.38
Museum Donations	1,245.70	6,780.90	-	-	-
	<u>9,023.61</u>	<u>15,832.43</u>	<u>10,421.16</u>	<u>10,695.65</u>	<u>10,977.38</u>
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>379,807.62</u>	<u>395,640.05</u>	<u>406,061.21</u>	<u>416,756.86</u>	<u>427,734.24</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108044
Reserve Name:	Public Art Reserve
Date Established:	April 24, 2006 ECS07008
Source of Funds:	Budgeted annual contribution from the Operating Budget. Initial investment came from existing downtown projects.
Purpose:	Budgeted contribution is allocated annually to capital projects for public art expenditures.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,600,776.38	1,360,076.09	1,132,364.67	1,335,443.23	1,483,080.67
Add						
Interest Earned	GIC-18-003	38,299.71	26,288.58	32,078.56	36,637.44	40,526.21
Base Budget from Operating	FCS18009	171,000.00	171,000.00	171,000.00	171,000.00	171,000.00
		209,299.71	197,288.58	203,078.56	207,637.44	211,526.21
Less						
Hamilton the Elec City, Ancaster Mem Arts Centre	FCS20101	450,000.00	-	-	-	-
Binbrook, Ham Public Library		-	100,000.00	-	-	-
Andrew Warburton		-	125,000.00	-	-	-
Vincent Massey Park		-	125,000.00	-	-	-
Fund Project ID#7101851321		-	25,000.00	-	-	-
Fund Project ID#7101558508	PW22073	-	50,000.00	-	-	-
Additional Staff Resources		-	-	-	60,000.00	60,000.00
		450,000.00	425,000.00	-	60,000.00	60,000.00
Ending Balance		1,360,076.09	1,132,364.67	1,335,443.23	1,483,080.67	1,634,606.88

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108049
Reserve Name:	Downtown Public Art
Date Established:	Feb 22, 2012 FCS12015
Source of Funds:	The new expanded Downtown Hamilton Community Improvement Project Area (CIPA) is exempted dollar for dollar (up to a max of 10% of the calculated Development Charge(DC), with an annual limit of \$250K) from DC's, with the exemption being applied after any and all other credits and exemptions have been applied.
Purpose:	
Target Balance:	Reserve Ceiling \$1 million.
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	51,215.70	62,218.51	59,488.22	61,055.14	62,663.33
Add					
Interest Earned	(9,760.97)	(6,863.96)	1,566.92	1,608.19	1,650.55
Development Charges-Deferral Agreements (184 West)	16,341.78	4,133.67	-	-	-
Development Charges-Deferral Agreements (16 West)	4,422.00	-	-	-	-
	11,002.81	(2,730.29)	1,566.92	1,608.19	1,650.55
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	62,218.51	59,488.22	61,055.14	62,663.33	64,313.88

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108072
Reserve Name:	Municipal Accommodation Tax
Date Established:	February 23, 2022 via PED20009(b)
Source of Funds:	Revenue Sharing - Municipal portion of the Municipal Accommodation Tax in respect of the fiscal year. Interest Income - Interest earned on the unused actual cash balance held in the MAT Reserves, according to the City's Reserve interest allocation policies.
Purpose:	To provide for the financing of promotion and development of tourism and tourism related products and activities in the City of Hamilton, such as, but not limited to, hosting fees for tourism events; and a source of funds to offset extraordinary and unforeseen expenditures for the Tourism and Culture Division of the Planning and Economic Development Department.
Target Balance:	\$2 Million Minimum
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual	Actual	Projected	Projected	Projected
		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance		-	-	-	1,013,170.00	2,053,026.90
Add						
Interest Earned		-	-	13,170.00	39,856.90	54,076.73
Municipal Accommodation Tax Revenues		-	-	1,000,000.00	1,000,000.00	-
		-	-	1,013,170.00	1,039,856.90	54,076.73
Less						
		-	-	-	-	-
Ending Balance		-	-	1,013,170.00	2,053,026.90	2,107,103.63

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100045
Reserve Name:	Services for New Subdivisions
Date Established:	1964
Source of Funds:	Sale of 1 foot (0.3 metres) reserves.
Purpose:	To finance City's share of services in subdivisions for installation of roads, catch basins, curbs and walks, fencing , trees, street lighting.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	3,960,516.20	4,043,528.62	4,139,279.38	4,248,308.00	4,360,208.43
Add					
Interest Earned	83,012.42	95,750.76	109,028.62	111,900.43	114,847.89
	83,012.42	95,750.76	109,028.62	111,900.43	114,847.89
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>4,043,528.62</u>	<u>4,139,279.38</u>	<u>4,248,308.00</u>	<u>4,360,208.43</u>	<u>4,475,056.32</u>

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	108042
Reserve Name:	Red Hill Business Park Reserve
Date Established:	May 24, 2006 FCS06042
Source of Funds:	Provincial Contribution of \$20 million in 2006 Contribution from Development Charges
Purpose:	To facilitate servicing and expansion of the Red Hill Business Park. Opens up 690 acres for development.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	2,716,371.28	(594,867.52)	2,783,773.48	2,857,098.08	2,932,354.04
Add					
Interest Earned	27,781.21	38,641.00	73,324.59	75,255.96	77,238.21
Capital Closing	979.99	-	-	-	-
	<u>28,761.20</u>	<u>38,641.00</u>	<u>73,324.59</u>	<u>75,255.96</u>	<u>77,238.21</u>
Less					
Accounting Correction	3,340,000.00	(3,340,000.00)	-	-	-
	<u>3,340,000.00</u>	<u>(3,340,000.00)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>(594,867.52)</u>	<u>2,783,773.48</u>	<u>2,857,098.08</u>	<u>2,932,354.04</u>	<u>3,009,592.24</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110060
Reserve Name:	Shovel Ready Industrial Land Reserve
Date Established:	October, 1990
Source of Funds:	Sale of Industrial Lands
Purpose:	To fund the interest related to the Employment Land Bank
Target Balance:	N/A - One-Time Funding
Comments:	Property acquisitions for use in development of industrial parks.
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		2,993,789.61	2,142,391.44	1,886,611.27	1,024,451.61	139,582.67
Add						
Interest Earned		48,601.83	44,219.83	37,840.34	15,131.06	(8,176.39)
		48,601.83	44,219.83	37,840.34	15,131.06	(8,176.39)
Less						
Fund Shovel Ready Projects	FCS16089	900,000.00	300,000.00	900,000.00	900,000.00	900,000.00
		900,000.00	300,000.00	900,000.00	900,000.00	900,000.00
Ending Balance		2,142,391.44	1,886,611.27	1,024,451.61	139,582.67	(768,593.73)

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110086
Reserve Name:	Development Fees Stabilization
Date Established:	Nov 21, 2001
Source of Funds:	Annual operating surplus from the Planning Department, Development Engineering Division
Purpose:	This reserve was established in order to minimize the impact of development fee fluctuations due to changes in economy and construction activity.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	11,772,914.57	15,462,649.63	15,737,212.11	16,151,730.28	16,577,166.85
Add					
Interest Earned	246,760.29	365,498.31	414,518.17	425,436.58	436,642.57
Operating Surplus	3,488,685.95	2,116,989.00	-	-	-
	3,735,446.24	2,482,487.31	414,518.17	425,436.58	436,642.57
Less					
Fund OLT Outside Consultants Engineering Standards Update (8122255001)	45,711.18	65,935.83	-	-	-
2022 Capital Budget	-	25,000.00	-	-	-
	45,711.18	90,935.83	-	-	-
Ending Balance	15,462,649.63	17,854,201.11	16,151,730.28	16,577,166.85	17,013,809.43

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	117012
Reserve Name:	Developer Deposits - Roads (SC)
Date Established:	Unknown
Source of Funds:	Deposits from Developers
Purpose:	To bring roads up to standard in order to accommodate new development in the former City of Stoney Creek.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	One- Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,007,486.99	1,028,603.92	1,052,961.26	69,143.09	70,964.32
Add					
Interest Earned	21,116.93	24,357.34	14,586.02	1,821.23	1,869.20
	21,116.93	24,357.34	14,586.02	1,821.23	1,869.20
Less					
Arvin Avenue	-	-	998,404.19	-	-
	-	-	998,404.19	-	-
Ending Balance	<u>1,028,603.92</u>	<u>1,052,961.26</u>	<u>69,143.09</u>	<u>70,964.32</u>	<u>72,833.52</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100005
Reserve Name:	Revolving Fund-Historic Properties
Date Established:	December 1980
Source of Funds:	Land Sales. Initially funded from the Sale of "Sandy Place" in the amount of \$100,000 as per items 13/14 of the 1st Report of the Finance Committee approved by Council December 9th, 1990.
Purpose:	Originally the reserve was set up to acquire Historical Properties in accordance with an agreement dated June 25, 1976 between the Ontario Heritage Foundation and the City of Hamilton. Recently approved Real Estate Management Plan calls for a revolving fund for heritage properties with the primary purpose of maintaining City -owned heritage buildings only during municipal ownership and to provide funding for special requirements established in the protocol for the disposition and conservation management of heritage properties.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	458,825.70	468,442.69	479,535.41	492,166.37	505,130.03
Add					
Interest Earned	9,616.99	11,092.72	12,630.96	12,963.66	13,305.13
	9,616.99	11,092.72	12,630.96	12,963.66	13,305.13
Less					
	-	-	-	-	-
Ending Balance	468,442.69	479,535.41	492,166.37	505,130.03	518,435.16

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	102047
Reserve Name:	Community Heritage Program Reserve
Date Established:	2001
Source of Funds:	Unspent grant monies approved via 2004 & 2005 annual capital budget process. In 2007 additional funding of \$120K was approved for 2007 grant program.
Purpose:	To act as a source of funding for Hamilton Heritage Conservation grants as per report PED14055 Hamilton Heritage Conservation Grant Program.
Target Balance:	N/A - One-Time Funding
Comments:	Hamilton Heritage Conservation grants of up a maximum of \$ 5,000 to be funded from this reserve.
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	99,411.54	94,223.91	96,455.13	68,600.66	40,012.50
Add					
Interest Earned	2,083.67	2,231.22	2,145.53	1,411.84	658.83
	2,083.67	2,231.22	2,145.53	1,411.84	658.83
Less					
Fund Approved Grants PED05174	7,271.30	-	30,000.00	30,000.00	30,000.00
	7,271.30	-	30,000.00	30,000.00	30,000.00
Ending Balance	94,223.91	96,455.13	68,600.66	40,012.50	10,671.33

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	102048
Reserve Name:	Main Street Program Reserve
Date Established:	2001 renamed in 2006
Source of Funds:	From the consolidation of the Commercial Property Improvement Loan Program and Hamilton Residential Loan Program (29313-102020)
Purpose:	To fund initiatives in Downtown Hamilton, Business Improvement Areas, Community Downtowns and main street corridors. Council approved (PED07123(b)/FCS07068) detailing new programs and initiatives.
Target Balance:	To Be Reviewed
Comments:	"Proposed work under the Commercial Corridor Housing Loan and Grant Program to commence within one year of the General Manager, Planning and Economic Development's approval of the loan/grant. A one year extension may be authorized by the General Manager."
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,306,948.46	1,334,342.10	1,365,939.32	540,723.66	352,332.32
Add					
Interest Earned	27,393.64	31,597.22	24,784.34	11,608.66	6,646.43
	27,393.64	31,597.22	24,784.34	11,608.66	6,646.43
Less					
Improvement Grants	-	-	850,000.00	200,000.00	200,000.00
	-	-	850,000.00	200,000.00	200,000.00
Ending Balance	1,334,342.10	1,365,939.32	540,723.66	352,332.32	158,978.76

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	102049
Reserve Name:	Hamilton Community Heritage Fund
Date Established:	2005
Source of Funds:	Transfer from old City Loan Program Reserve - Community Heritage ((CHFP) 29310-102020)
Purpose:	Change/update of existing loan program in which owners will now be eligible for a loan up to a max \$50k previously was max. of \$20k for heritage property designated under the Ontario Heritage Act. Loans are repayable over a period of up to 10 years.
Target Balance:	To Be Reviewed
Comments:	Approved HCHF Loans are paid out of Balance sheet accounts and repayments are recorded in the same accounts as well. The interest on outstanding balance during the year is charge to Operating Fund as an opportunity cost.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	100,511.95	100,474.00	98,943.22	93,454.16	37,162.01
Add					
Interest Earned	2,106.73	2,379.22	2,500.94	1,697.85	873.62
	2,106.73	2,379.22	2,500.94	1,697.85	873.62
Less					
Interest Cost (Opportunity cost)	2,144.68	3,910.00	7,990.00	7,990.00	7,990.00
Transfer to Hamilton Heritage Property Grant Program Capital Account PED18162	-	-	-	50,000.00	-
	2,144.68	3,910.00	7,990.00	57,990.00	7,990.00
Ending Balance	100,474.00	98,943.22	93,454.16	37,162.01	30,045.63

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108036
Reserve Name:	Downtown Hamilton Capital Program
Date Established:	Sept 25, 2002
Source of Funds:	Surplus arising from budgeted interest costs in Downtown Hamilton Residential Loan Program.
Purpose:	To fund extraordinary expenditures on interest and unforeseen expenditures related to the financial incentive programs.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,718,158.82	2,639,333.03	3,132,274.70	3,118,355.43	2,845,883.41
Add						
Interest Earned		36,012.61	62,499.41	81,250.73	77,527.98	73,643.57
Contrib from Curr to Rserve	PED12220/ FCS12090	379,731.00	430,442.26	-	-	-
Loan Agreement Default Interest		505,430.60	-	-	-	-
		<u>921,174.21</u>	<u>492,941.67</u>	<u>81,250.73</u>	<u>77,527.98</u>	<u>73,643.57</u>
Less						
Transfer to Hamilton Heritage Property Grant Program Capital Account	PED18162	-	-	-	250,000.00	-
Interest Cost Subsidy		-	-	95,170.00	100,000.00	100,000.00
		<u>-</u>	<u>-</u>	<u>95,170.00</u>	<u>350,000.00</u>	<u>100,000.00</u>
Ending Balance		2,639,333.03	3,132,274.70	3,118,355.43	2,845,883.41	2,819,526.98

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112229
Reserve Name:	Commercial Property Improvement Grant (C.P.I.G.) Reserve
Date Established:	Feb 27, 2008 PED08045
Source of Funds:	Unallocated grant monies that result from taxes not being paid or applicants not proceeding with the renovation of their properties.
Purpose:	The General Manager, Planning and Economic Development has delegated authority to approve grants under the Commercial Property Improvement Grant Program. Proposed work to be completed within one calendar year from the date the General Manager, Planning and Economic Development awards the grant. A one year extension can be authorized by the Manager of Urban Renewal. Applications are accepted throughout the year. Payments are issued once project completed and all program terms have been met.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	333,540.36	340,531.37	348,595.15	307,118.65	234,154.55
Add					
Interest Earned	6,991.01	8,063.78	8,523.50	7,035.91	5,114.03
	6,991.01	8,063.78	8,523.50	7,035.91	5,114.03
Less					
Grant Payments	-	-	50,000.00	80,000.00	80,000.00
	-	-	50,000.00	80,000.00	80,000.00
Ending Balance	340,531.37	348,595.15	307,118.65	234,154.55	159,268.58

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112221
Reserve Name:	Economic Development Investment Reserve
Date Established:	Dec 12, 2007 PED07306
Source of Funds:	Initial contribution of \$1.124 million represents the unused balance from the 2008 Budget of \$1.5 million. Balances not used through the annual \$1.5 million Operating Budget will be transferred to this reserve to be used for future Strategic Council priorities related to Economic Development.
Purpose:	To implement the future strategic Council priorities related to economic development.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,553,020.91	1,493,632.43	1,296,072.83	718,889.68	677,035.03
Add						
Interest Earned		32,551.32	34,419.56	26,192.11	18,145.35	17,042.90
Program Surplus	PED07306, COW Dec 10, 2007	240,168.00	115,402.00	-	-	-
		272,719.32	149,821.56	26,192.11	18,145.35	17,042.90
Less						
2023 Event Funding(Confidential)		-	-	300,000.00	-	-
HFM - Project for Public Spaces	Council Feb 9, 2022 - HFM Report 22-001 Motion 6.2, Council Report #20-010,	-	93,092.83	-	-	-
Culinary Scene/Outdoor Dining Districts	PED20169	105,617.56	-	-	-	-
Hamilton Heritage Grants Capital		-	-	200,000.00	-	-
Synapse Life Science Consortium	PED12023	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Innovation Factory Funding	PED19057	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Park Rev Sharing Program to BIAs	PED21161, PED22074	112,463.39	121,597.60	15,065.99	-	-
Peer Review Land Needs Assessment	Council 21-011 June 23, 2021 Item 6.6	45,026.85	-	-	-	-
York Parkade Open Air Performance	Motion item 6.1 - Council May 27, 2020	9,000.00	-	-	-	-
Canada Day Operating Model	CM21014, Item 10.1	-	66,000.00	-	-	-
Economic Development Action Plan	CM22003 - GIC April 6, 2022 Item 4(b)	-	6,690.73	28,309.27	-	-
		332,107.80	347,381.16	603,375.26	60,000.00	60,000.00
Ending Balance		1,493,632.43	1,296,072.83	718,889.68	677,035.03	634,077.93

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112231
Reserve Name:	Conventions/Sports Events Reserve
Date Established:	July 13, 2005 GRA05005 (COW)
Source of Funds:	Annual Operating Surpluses in the Conventions Grants Budget.
Purpose:	Fund costs associated with securing and servicing Conventions and Sporting Events.
Target Balance:	To Be Reviewed
Comments:	Effective 2005, this reserve has been segregated from the Community Grants reserve - 112230
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		777,352.63	920,374.93	984,553.12	1,010,486.25	1,037,102.46
Add						
Interest Earned		16,293.31	21,794.48	25,933.13	26,616.21	27,317.28
Operating Surplus	COW Report GRA05005	126,728.99	42,383.71			
		<u>143,022.30</u>	<u>64,178.19</u>	25,933.13	26,616.21	27,317.28
Less						
		-	-	-	-	-
		-	-	-	-	-
Ending Balance		<u>920,374.93</u>	<u>984,553.12</u>	<u>1,010,486.25</u>	<u>1,037,102.46</u>	<u>1,064,419.74</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100035
Reserve Name:	Property Purchases
Date Established:	1961
Source of Funds:	Net proceeds (after Real Estate recovery fees) from sale or lease of lands and buildings vested in the City of Hamilton. Year-end operating budget surplus, subject to final approval of the City Administration's report by Council.
Purpose:	To fund the acquisition of properties for civic purposes and to offset capital expenditures (i.e. surveying, due diligence, appraisal reports, site preparation and interim property management, etc.) associated with the sale and purchase of properties.
Target Balance:	100% of Annual Real Estate Operating Budget Costs plus \$2M for a total of \$5.8M
Comments:	The Reserve should be retained as directed under the approved Portfolio Management strategy plan and administered by the Development & Real Estate Division of P & ED Dept.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual	Actual	Projected	Projected	Projected
		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance		10,232,115.78	8,615,684.06	1,382,126.24	3,279,231.10	3,470,482.09
Add						
Interest Earned		211,814.22	204,019.40	60,592.08	87,738.21	91,412.50
Repay Purchase Ancaster	FCS 14040	103,512.78	103,512.78	103,512.78	103,512.78	-
Closing variance	FCS18065	-	50,353.00	-	-	-
Project closure	PED21131(a)	-	-	1,733,000.00	-	-
		<u>315,327.00</u>	<u>357,885.18</u>	<u>1,897,104.86</u>	<u>191,250.99</u>	<u>91,412.50</u>
Less						
Capital Funding	PED16060	1,931,758.73	-	-	-	-
Land Purchase	PED21131(a)	-	7,591,443.00	-	-	-
		<u>1,931,758.73</u>	<u>7,591,443.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance		8,615,684.05	1,382,126.24	3,279,231.10	3,470,482.09	3,561,894.58

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100036
Reserve Name:	Bike Share Capital Reserve Fund
Date Established:	February 25, 2022 via PED20109(e)
Source of Funds:	Funds are received from the Cash-in-lieu Reserve (115085) and drawing \$108K annually from 2022 – 2025 (4 years)
Purpose:	Fund the state of good repair capital improvements including new bike share parts and balancing equipment
Target Balance:	A minimum of \$432K based on \$108K/annually from 2022 – 2025 (4 years)
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	-	-	-	218,844.72	334,031.45
Add					
Interest Earned	-	-	2,844.72	7,186.73	10,220.75
Transfer from 115085 Motion 7.1(g), GIC 22-002	-	-	216,000.00	108,000.00	108,000.00
	-	-	218,844.72	115,186.73	118,220.75
Less					
	-	-	-	-	-
Ending Balance	-	-	218,844.72	334,031.45	452,252.20

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100051
Reserve Name:	OPA 28 Fee Reserve
Date Established:	July 2018
Source of Funds:	OPA 28 Fee Collections
Purpose:	The OPA 28 charge is part of a signed agreement (Province, former Flamborough and the City of Burlington - Minutes of Settlement) and is in recognition of the fact that residential development growth revenues do not cover the full cost of growth (refer to former Flamborough CN Watson study). This Reserve is to be used for the benefit of the Flamborough area.
Target Balance:	N/A
Comments:	Status changed from Obligatory to Non Obligatory as per Accounting Review in September 2018.
Sustainable:	One- Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	(2,177,497.76)	(1,376,395.58)	(1,389,411.04)	(919,423.13)	(437,055.73)
Add					
Interest Earned	(41,770.82)	(32,395.46)	(30,012.09)	(17,632.61)	(4,927.05)
OPA 28 Fee Collections	842,873.00	19,380.00	500,000.00	500,000.00	500,000.00
	801,102.18	(13,015.46)	469,987.91	482,367.39	495,072.95
Less					
	-	-	-	-	-
Ending Balance	<u>(1,376,395.58)</u>	<u>(1,389,411.04)</u>	<u>(919,423.13)</u>	<u>(437,055.73)</u>	<u>58,017.22</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108021
Reserve Name:	Parking Capital Reserve
Date Established:	Prior to 1964
Source of Funds:	Contributions from Operating Fund via surplus revenues from plate denials.
Purpose:	To provide sustainable funds for the Hamilton Municipal Parking System Capital Program.
Target Balance:	To Be Reviewed
Comments:	The current contributions to this reserve are not sufficient to sustain the needed capital improvements for HMPS. To ensure sustainability of the Capital Program, the operating fund contribution to the reserve needs to increase by \$25k annually beginning in 2015. Requests for the annual increases will be part of future annual operating budgets.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		7,961,298.66	7,977,815.82	7,609,984.83	7,875,274.71	8,277,238.09
Add						
Interest Earned		176,855.80	259,170.16	201,289.88	209,963.38	230,731.50
Provision for Capital Replacement	FCS12072	715,000.00	740,000.00	765,000.00	790,000.00	815,000.00
Off Street Parking Revenue Increase	PED16065	166,813.65	167,964.15	150,000.00	150,000.00	150,000.00
Close Capital Projects		209,847.71	143,214.00	-	-	-
Sale of Parking Lots	PED23026	-	2,820.70	527,000.00	-	-
		1,268,517.16	1,313,169.01	1,643,289.88	1,149,963.38	1,195,731.50
Less						
Council Approved Capital		1,252,000.00	1,048,000.00	1,378,000.00	748,000.00	-
Fund Budget Increases	FCS22067	-	633,000.00	-	-	-
		1,252,000.00	1,681,000.00	1,378,000.00	748,000.00	-
Ending Balance		7,977,815.82	7,609,984.83	7,875,274.71	8,277,238.09	9,472,969.59

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	115085
Reserve Name:	HMPS Cash in Lieu of Parking Reserve
Date Established:	Oct 16th, 1989
Source of Funds:	Received via through application process of Subdivision and Site Plan Agreements.
Purpose:	To provide funds for the provision of Parking Facilities.
Target Balance:	To Be Reviewed
Comments:	The cash-in-lieu policy has been underutilized for many years. Parking Policy is being reviewed by Planning Staff with a recommendation expected to be presented to Council in 2023.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	670,000.93	684,044.15	700,242.32	499,841.98	403,585.46
Add					
Interest Earned	14,043.22	16,198.17	15,599.66	11,743.48	9,208.08
	14,043.22	16,198.17	15,599.66	11,743.48	9,208.08
Less					
Transfer to Bike Share Motion 7.1(g), GIC 22-002	-	-	216,000.00	108,000.00	108,000.00
	-	-	216,000.00	108,000.00	108,000.00
Ending Balance	684,044.15	700,242.32	499,841.98	403,585.46	304,793.54

HAMILTON ENTERTAINMENT FACILITIES (H.E.F.) RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
H.E.F. Reserves						
100025 - H.E.F. - Capital Projects	(776,486)	(544,657)	(7,172)	(7,361)	(7,555)	One-Time
102025 - First Ontario Concert Hall Reserve	361,808	370,376	380,132	390,144	400,421	One-Time
Sub-total H.E.F. Reserves	(414,678)	(174,281)	372,959	382,783	392,866	

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	102025
Reserve Name:	First Ontario Concert Hall Reserve
Date Established:	1998
Source of Funds:	Donations from the Ron Joyce Foundation and First Ontario Partnership.
Purpose:	Major maintenance of and/or major improvements to the First Ontario Concert Hall at Hamilton Place.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		614,230.77	361,808.46	370,376.08	380,131.79	390,144.46
Add						
Interest Earned		6,586.28	8,567.62	9,755.71	10,012.67	10,276.41
Surplus from closed capital		140,991.41	-	-	-	-
		147,577.69	8,567.62	9,755.71	10,012.67	10,276.41
Less						
Global Spectrum Revenue returned to Capital	CM16019	400,000.00	-	-	-	-
		400,000.00	-	-	-	-
Ending Balance		361,808.46	370,376.08	380,131.79	390,144.46	400,420.86

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	100025
Reserve Name:	H.E.F. - Capital Projects
Date Established:	1985
Source of Funds:	Receipts from Patron Surcharges, operating surplus from H.E.F. interest earned, provision for capital replacement.
Purpose:	To finance various capital projects of the Hamilton Convention Centre, the First Ontario Concert Hall and First Ontario Centre/Arena.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		136,591.14	(776,486.27)	(544,657.34)	(7,172.47)	(7,361.39)
Add						
Interest Earned		(9,759.41)	(16,427.62)	(7,173.13)	(188.92)	(193.90)
Capital Improvements Fund (CIF)	Section 12.3 of the Amending Agreement between COH & Global Spectrum Facility Management dated Oct. 1, 2019 to Dec. 31, 2024	-	248,256.55	-	-	-
Operating Budget Transfer		-	-	544,658.00	-	-
		(9,759.41)	231,828.93	537,484.87	(188.92)	(193.90)
Less						
Operating Surplus	FCS19055(b)	903,318.00	-	-	-	-
		903,318.00	-	-	-	-
Ending Balance		(776,486.27)	(544,657.34)	(7,172.47)	(7,361.39)	(7,555.29)

POLICE RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
 Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Police Reserves						
104055 - Tax Stabilization-Police	1,514,515	2,971,632	2,313,465	2,374,402	2,436,944	Yes
110065 - Police Capital Expenditures	1,636,709	1,675,456	1,187,674	1,041,652	891,784	Yes
112029 - Provision for Vacation Liability	640,917	656,094	673,376	691,112	709,316	Yes
112225 - Police Rewards	193,161	201,743	207,057	212,511	218,108	Yes
Sub-total Police Reserves	3,985,302	5,504,925	4,381,571	4,319,677	4,256,152	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104055
Reserve Name:	Tax Stabilization-Police
Date Established:	2002
Source of Funds:	Between period of August 1999 and December 2003, the source of funding was through OMERS Contribution Holiday. Contributions to this reserve are now mainly through any annual year-end surplus of the Service per Board approved resolutions.
Purpose:	The reserve was established to ensure the ongoing financial stability and fiscal health of the Police Service. This reserve accumulates operating surpluses that can be used to offset Police Service costs, annual budget increases and potentially mitigate the increases due to budgetary fluctuations.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		2,976,064.27	1,514,515.26	2,971,632.22	2,313,465.18	2,374,401.85
Add						
Interest earned		52,358.06	42,091.25	68,699.95	60,936.67	62,541.74
Operating surplus	Disposition Report	-	1,020,545.62	-	-	-
Cannabis enforcement - 2021 cost recovery	FCS21070(b)	-	405,255.00	-	-	-
		52,358.06	1,467,891.87	68,699.95	60,936.67	62,541.74
Less						
Operating budget	PSB 21-063	96,471.43	10,774.91	-	-	-
Police capital expenses reserve	PSB 21-063	449,074.00	-	-	-	-
Sick leave reserve	PSB 21-063	495,390.00	-	-	-	-
Operating deficit funding	PSB 22-023	472,971.64	-	-	-	-
Operating budget	PSB 22-109	-	-	576,867.00	-	-
Ice-rescue hovercraft	PSB 21-063	-	-	150,000.00	-	-
		1,513,907.07	10,774.91	726,867.00	-	-
Ending Balance		1,514,515.26	2,971,632.22	2,313,465.18	2,374,401.85	2,436,943.59

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110065
Reserve Name:	Police Capital Expenditures
Date Established:	November, 1988
Source of Funds:	Contributions to this reserve are made through provision in the annual operating budget and/or any annual year-end surplus per Board approved resolutions.
Purpose:	The reserve was established to provide a source of funding for any major future capital expenditures, including major repair and building improvements.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,332,398.24	1,636,709.11	1,675,456.25	1,187,673.52	1,041,652.09
Add						
Interest earned		32,660.93	38,747.14	37,217.27	28,978.57	25,132.37
Project closing	Capital project closing report	4,500.00	-	-	-	-
From Police - Tax stabilization reserve	PSB 21-063	449,074.00	-	-	-	-
		486,234.93	38,747.14	37,217.27	28,978.57	25,132.37
Less						
Police capital expenditures	PSB 22-023, 22-109	181,924.06	-	375,000.00	175,000.00	175,000.00
Standby generator diesel fuel system	PSB 21-012	-	-	150,000.00	-	-
		181,924.06	-	525,000.00	175,000.00	175,000.00
Ending Balance		1,636,709.11	1,675,456.25	1,187,673.52	1,041,652.09	891,784.45

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112029
Reserve Name:	Provision for Vacation Liability
Date Established:	April 18th, 2005
Source of Funds:	Contributions to this reserve are made through annual year-end surplus related to vacation liability of the Service per Board approved resolutions.
Purpose:	This reserve was established to track the liability of vacation that an employee has earned/owed upon the cessation of employment from the Service, as per the Police Collective Agreement.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,609,526.93	640,917.16	656,094.08	673,375.60	691,112.31
Add						
Interest earned		33,735.68	15,176.92	17,281.52	17,736.71	18,203.90
		33,735.68	15,176.92	17,281.52	17,736.71	18,203.90
Less						
Transfer to Operating	PSB 22-023	1,002,345.45	-	-	-	-
		1,002,345.45	-	-	-	-
Ending Balance		640,917.16	656,094.08	673,375.60	691,112.31	709,316.21

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	112225
Reserve Name:	Police Rewards
Date Established:	1979
Source of Funds:	Contributions to this reserve are made through transfers from the Service's operating budget per Board approved resolutions.
Purpose:	This reserve was established so that the Police Service can offer monetary rewards to the public for information on unsolved cases that lead to arrest and prosecution.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		179,229.47	193,160.79	201,742.73	207,056.63	212,510.51
Add						
Interest Earned		3,931.32	4,581.94	5,313.90	5,453.87	5,597.53
Unsolved Homicide - HPS Operating	PSB 21-010, 22-094	10,000.00	4,000.00	-	-	-
		<u>13,931.32</u>	<u>8,581.94</u>	<u>5,313.90</u>	<u>5,453.87</u>	<u>5,597.53</u>
Less						
		-	-	-	-	-
		-	-	-	-	-
Ending Balance		<u>193,160.79</u>	<u>201,742.73</u>	<u>207,056.63</u>	<u>212,510.51</u>	<u>218,108.03</u>

HAMILTON FARMERS MARKET RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Farmers Market Reserves						
104006 - Hamilton Farmers Market Reserve	78,662	83,524	70,527	72,385	74,291	Yes
Sub-total Farmers Market Reserves	78,662	83,524	70,527	72,385	74,291	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104006
Reserve Name:	Hamilton Farmers Market Reserve
Date Established:	2018 (March 5, 2018 Market Board Resolution)
Source of Funds:	Year-end Market operating budget surplus, subject to final approval of the City Administration's report by Council. Repayment of principal plus interest for any internal borrowings from the reserve as per policies and procedures. Remaining balances in operating reserves approved for closure. Investment income earned on the reserve's balance as per policies and procedures. One time unexpected sources of operating revenues.
Purpose:	To smooth significant fluctuations in operating budget variances in future years and to help the Market manage its cash flow by providing a source of funding to offset extraordinary and unforeseen expenditures, to fund one-time expenditures, to offset revenue shortfalls and to provide for various contingent and potential future liabilities. The Hamilton Farmers Market Reserve is not intended to be a long term funding source for general operations.
Target Balance:	\$125K
Comments:	An additional transfer from operating of \$3,000 annually between 2023 and 2025 is expected.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		71,918.52	78,661.65	83,524.36	70,526.84	72,384.52
Add						
Interest Earned		1,996.93	1,862.71	2,002.48	1,857.68	1,906.61
Budget Surplus	FCS20069(b)	35,032.00	-	-	-	-
Transfer from Operating		3,000.00	3,000.00	-	-	-
		40,028.93	4,862.71	2,002.48	1,857.68	1,906.61
Less						
Transfer to HFM Operating Hydro Calibration	HFM Minutes Feb 7 2022 (item 6)	33,285.80	-	-	-	-
		-	-	15,000.00	-	-
		33,285.80	-	15,000.00	-	-
Ending Balance		78,661.65	83,524.36	70,526.84	72,384.52	74,291.13

PUBLIC WORKS RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
Public Works Reserves						
Cemeteries Reserves						
104105 - Cemetery Niche Reserve	200,008	302,604	411,892	468,333	526,262	Yes
Sub-total Cemeteries Reserves	200,008	302,604	411,892	468,333	526,262	
Facilities Reserves						
108012 - Tim Hortons Field Capital Reserve	142,175	280,811	311,004	341,992	373,797	Yes
108039 - General Facility Capital Reserve	129,341	192,683	197,758	344,811	495,737	Yes
108046 - RCMP Lease-Capital Replacement	744,915	817,187	895,753	976,388	1,059,148	Yes
108048 - YMCA & Turner Library Capital Renewal Reserve	636,222	707,888	782,662	859,405	441,716	Yes
112209 - 47 Guise St Reserve	210,442	224,925	240,474	256,434	272,938	Yes
Sub-total Facilities Reserves	1,863,095	2,223,494	2,427,651	2,779,030	2,643,335	
Greenspace/Parks Reserves						
108037 - Hamilton Beach Park Reserve	76,911	56,369	57,853	59,377	60,941	Yes
112201 - General Park, Marina and Waterfront Reserve	142,364	55,473	36,575	19,000	115,477	Yes
112202 - Leash Free Park Reserve	90,131	83,659	38,650	(6,868)	(52,895)	Yes
112224 - Waterpark Operations Reserve	1,260,332	825,300	669,734	510,070	346,201	Yes
Sub-total Greenspace/Parks Reserves	1,569,738	1,020,801	802,811	581,579	469,724	
Public Works-Other Reserves						
108041 - Roads, Bridges & Traffic Capital Reserve	20,944	-	-	-	-	Closed
112203 - Red Light Camera Project	5,950,398	6,125,774	6,544,430	7,004,250	7,538,349	Yes
112205 - Winter Control	3,539,890	3,623,714	3,719,163	3,817,126	3,917,669	No
112272 - Energy Conservation Initiative Reserve	5,021,261	4,439,902	2,993,306	2,974,123	1,967,263	Yes
Sub-total Public Works-Other Reserves	14,532,493	14,189,390	13,256,899	13,795,499	13,423,280	
Transit Reserves						
108019 - Transit Shelter Capital Reserve	188,637	193,104	76,610	38,101	-	One-Time
108025 - Transit Capital Reserve	452,928	565,232	478,803	466,085	326,386	Yes
108045 - Federal Public Transit Funds	65,282	66,828	68,588	19,736	-	One-Time
108047 - Rapid Transit Capital Reserve	3,030,266	3,106,886	2,074,234	1,014,383	-	One-Time
Sub-total Transit Reserves	3,737,113	3,932,049	2,698,235	1,538,305	326,386	
Waste Management Reserves						
110062 - Closed Landfill Reserve	1,275,444	1,305,646	1,340,037	1,375,333	1,411,560	Yes
112270 - Waste Management Recycling	2,696,459	2,478,485	2,541,769	2,311,645	2,069,518	No
112271 - WM Facilities-Replace/Upgrade Reserve	2,801,926	2,868,276	2,943,826	3,021,367	3,100,950	No
Sub-total Waste Management Reserves	6,773,829	6,652,407	6,825,632	6,708,345	6,582,027	
Sub-total Public Works Reserves	28,676,276	28,320,744	26,423,120	25,871,091	23,971,015	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104105
Reserve Name:	Cemetery Niche Reserve
Date Established:	1992
Source of Funds:	Revenue received from the sale of niches. Revenues from user fees and land leases.
Purpose:	To fund the development of columbarium units in various municipal cemeteries throughout the City of Hamilton. A source of funds to promote cemetery growth that is funded through revenue generation and not the City Capital Budget.
Target Balance:	\$100K
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	119,360.02	200,008.44	302,604.02	411,891.60	468,333.48
Add					
Interest Earned	2,630.44	4,658.66	9,287.59	11,441.87	12,928.55
Sale of Niches	146,064.87	167,936.92	170,000.00	170,000.00	170,000.00
Close project 4402049007	1,953.11	-	-	-	-
	<u>150,648.42</u>	<u>172,595.58</u>	<u>179,287.59</u>	<u>181,441.87</u>	<u>182,928.55</u>
Less					
Tax Capital Project Funding	70,000.00	70,000.00	70,000.00	125,000.00	125,000.00
	<u>70,000.00</u>	<u>70,000.00</u>	<u>70,000.00</u>	<u>125,000.00</u>	<u>125,000.00</u>
Ending Balance	<u>200,008.44</u>	<u>302,604.02</u>	<u>411,891.60</u>	<u>468,333.48</u>	<u>526,262.03</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108012
Reserve Name:	Tim Hortons Field Capital Reserve
Date Established:	July 2018
Source of Funds:	Net concession revenues subject to the approval of the Director, Energy, Fleet and Facilities Management. Investment income earned on the reserve's balance as per policies and procedures.
Purpose:	To ensure the long-term viability of capital assets at Tim Hortons Field. The Reserve provides Council and Administration with the opportunity to replace, improve, and / or maintain assets where funding from the City's capital budget or other sources, including funding from senior levels of government, is insufficient.
Target Balance:	The balance in the Reserve has a target level of 2% (\$3M) of the capital replacement cost of Tim Hortons Field.
Comments:	Re-purposed from Ivor Wynne Community Fund Reserve as part of FCS18080. Status changed from Obligatory to Non- Obligatory in September 2018 resulting in a new Reserve number being created.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	59,029.77	142,174.81	280,811.26	311,004.15	341,992.33
Add					
Interest Earned	1,328.31	4,529.02	7,692.89	8,488.17	9,304.40
Concession Reserve portion	81,816.73	134,107.43	22,500.00	22,500.00	22,500.00
	83,145.04	138,636.45	30,192.89	30,988.17	31,804.40
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>142,174.81</u>	<u>280,811.26</u>	<u>311,004.15</u>	<u>341,992.33</u>	<u>373,796.73</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108039
Reserve Name:	General Facility Capital Reserve
Date Established:	September 2018
Source of Funds:	Provision for reserve contribution from the City Operating Budget, subject to final approval from the General Manager of Finance and Corporate Services. Investment income earned on the reserve's balance as per policies and procedures.
Purpose:	To ensure the long-term viability of the City's capital assets which fall under the Facilities portfolio.
Target Balance:	2% (\$30M) of the City's facilities asset replacement value less the City's annual facilities block allocation in the City's Capital Budget Plan
Comments:	McMaster University's Continuing Education Program vacated 50 Main St E in 2015 in preparation for the City's POA operations moving to the building. Reserve re purposed as part of FCS18080.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		127,984.82	129,340.99	192,682.74	197,758.00	344,810.75
Add						
Interest Earned		1,356.17	4,790.75	5,075.26	7,052.75	10,926.12
transfer from Operating 709800		-	140,000.00	-	140,000.00	140,000.00
		1,356.17	144,790.75	5,075.26	147,052.75	150,926.12
Less						
Capital Project financing	PW22072	-	81,449.00	-	-	-
		-	81,449.00	-	-	-
Ending Balance		129,340.99	192,682.74	197,758.00	344,810.75	495,736.86

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108046
Reserve Name:	RCMP Lease-Capital Replacement
Date Established:	September 26, 2007 via FCS07079
Source of Funds:	A portion of the Lease payments from the rental of the former Stoney Creek City Hall to the RCMP.
Purpose:	To fund life cycle replacement of building and grounds components of the former Stoney Creek City Hall, which is now leased to the RCMP.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		1,314,655.08	744,915.15	817,186.55	895,752.71	976,388.31
Add						
Interest Earned		18,063.81	15,971.40	22,266.16	24,335.60	26,459.54
Reserve amount from lease		266,300.00	266,300.00	266,300.00	266,300.00	266,300.00
		284,363.81	282,271.40	288,566.16	290,635.60	292,759.54
Less						
Capital Project funding	3542141910	610,000.00	210,000.00	210,000.00	210,000.00	210,000.00
Tsf to Capital From Reserve(correction entry)		244,103.74	-	-	-	-
		854,103.74	210,000.00	210,000.00	210,000.00	210,000.00
Ending Balance		744,915.15	817,186.55	895,752.71	976,388.31	1,059,147.85

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108048
Reserve Name:	YMCA & Turner Library Capital Renewal Reserve
Date Established:	2009 Sch. A Turner Park Community Centre Agreement
Source of Funds:	Annual contribution from YMCA and Library based on Rentable Area (cents/ft2)
Purpose:	Capital replacement and improvements for common areas such as roof.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Staff Report Reference (if applicable)					
Opening Balance	549,198.04	636,222.05	707,888.29	782,661.66	859,404.56
Add					
Interest Earned	12,807.51	16,268.24	19,375.37	21,344.90	16,913.01
Annual contribution from 791177	74,216.50	55,398.00	55,398.00	55,398.00	55,398.00
	87,024.01	71,666.24	74,773.37	76,742.90	72,311.01
Less					
Capital Expenditures	-	-	-	-	490,000.00
	-	-	-	-	490,000.00
Ending Balance	636,222.05	707,888.29	782,661.66	859,404.56	441,715.57

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	112209
Reserve Name:	47 Guise St Reserve
Date Established:	Dec 15, 2004 PW04134/PD04322
Source of Funds:	All revenues generated from the lease of the Property Former HPA Boating School now Hamilton Waterfront Trust & Williams Pub.
Purpose:	To fund capital systems replacement and operating contingency expenditures.
Target Balance:	\$250K
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	196,816.33	210,441.60	224,924.86	240,474.50	256,433.71
Add					
Interest Earned	4,125.27	4,983.26	6,049.64	6,459.21	7,004.69
transfer from DeptID 444100	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00
	13,625.27	14,483.26	15,549.64	15,959.21	16,504.69
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>210,441.60</u>	<u>224,924.86</u>	<u>240,474.50</u>	<u>256,433.71</u>	<u>272,938.40</u>

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	108037
Reserve Name:	Hamilton Beach Park Reserve
Date Established:	2004
Source of Funds:	Proceeds of Sale of Hamilton Beach properties in excess of \$1 million.
Purpose:	Assist with the funding for the development of Hamilton Beach Parks.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	51,832.90	76,911.33	56,368.64	57,853.39	59,377.25
Add					
Interest Earned	1,383.75	1,589.69	1,484.75	1,523.86	1,564.00
Return unused Capital Funds	52,665.09	-	-	-	-
	54,048.84	1,589.69	1,484.75	1,523.86	1,564.00
Less					
Student Ambassador Program Motion 7.2 Council #20-014	28,970.41	22,132.38	-	-	-
	28,970.41	22,132.38	-	-	-
Ending Balance	76,911.33	56,368.64	57,853.39	59,377.25	60,941.24

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112201
Reserve Name:	General Park, Marina and Waterfront Reserve
Date Established:	August 13th, 2003
Source of Funds:	Marina rentals, revenues, agreements and other waterfront revenues.
Purpose:	To fund capital improvements at the Hamilton Waterfront managed by the Environmental Services Division. The Reserve provides staff the opportunity to replace additional assets where the Capital Budget funding is insufficient.
Target Balance:	\$200K
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Staff Report Reference (if applicable)					
Opening Balance	132,443.51	142,363.99	55,472.99	36,574.55	19,000.11
Add					
Interest Earned	1,994.54	(33.21)	1,196.51	722.40	2,940.08
Marina Rent Revenues	51,148.22	88,142.21	89,905.05	91,703.16	93,537.22
Film Revenues	44,636.10	-	-	-	-
Close project 4401356800	4,889.73	-	-	-	-
Close project 4401549002	7,251.89	-	-	-	-
	<u>109,920.48</u>	<u>88,109.00</u>	<u>91,101.56</u>	<u>92,425.56</u>	<u>96,477.30</u>
Less					
Tax Capital Project Funding	100,000.00	175,000.00	110,000.00	110,000.00	-
	<u>100,000.00</u>	<u>175,000.00</u>	<u>110,000.00</u>	<u>110,000.00</u>	<u>-</u>
Ending Balance	142,363.99	55,472.99	36,574.55	19,000.11	115,477.41

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112202
Reserve Name:	Leash Free Park Reserve
Date Established:	December 5, 2014
Source of Funds:	\$1 per dog license tag sold
Purpose:	To fund capital improvements in existing leash free areas and to fund the development of new leash free areas. The Reserve provides staff the opportunity to replace additional assets where the Capital Budget funding is insufficient.
Target Balance:	\$100K
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	91,999.57	90,130.90	83,658.73	38,649.51	(6,868.43)
Add					
Interest Earned	1,264.79	781.83	1,589.86	413.12	(776.85)
Leash Fees Collected	35,631.00	32,746.00	33,400.92	34,068.94	34,750.32
Close project 4402056001	751.15	-	-	-	-
Close project 4402156001	40,484.39	40,000.00	-	-	-
	<u>78,131.33</u>	<u>73,527.83</u>	<u>34,990.78</u>	<u>34,482.05</u>	<u>33,973.46</u>
Less					
Tax Capital Project Funding	<u>80,000.00</u>	<u>80,000.00</u>	<u>80,000.00</u>	<u>80,000.00</u>	<u>80,000.00</u>
	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00
Ending Balance	<u>90,130.90</u>	<u>83,658.73</u>	<u>38,649.51</u>	<u>(6,868.43)</u>	<u>(52,894.97)</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112224
Reserve Name:	Waterpark Operations Reserve
Date Established:	Dec 9, 2015 (PW11005(c)/FCS15090)
Source of Funds:	Annual Commercial Operations (within CBP) operating budget surpluses (if realized). One time unexpected revenue sources. Unused funds returned from Waterpark capital projects.
Purpose:	To fund capital improvements at the Waterpark in Confederation Beach Park (CBP), as approved by the City of Hamilton in consultation with the Waterpark operators and as one component of a comprehensive 10-year capital plan as outlined in Report PW11005(c) / FCS15090. To offset future operating budget deficits realized by the Waterpark operators. To provide a source of funds to offset extraordinary and unforeseen expenditures for the Waterpark.
Target Balance:	\$300K minimum Target Balance
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	1,383,688.08	1,260,332.18	825,300.31	669,733.97	510,070.01
Add					
Interest Earned	26,644.10	19,968.13	19,433.66	15,336.04	11,130.49
	26,644.10	19,968.13	19,433.66	15,336.04	11,130.49
Less					
Tax Capital Project Funding 440051903	150,000.00	455,000.00	175,000.00	175,000.00	175,000.00
	150,000.00	455,000.00	175,000.00	175,000.00	175,000.00
Ending Balance	<u>1,260,332.18</u>	<u>825,300.31</u>	<u>669,733.97</u>	<u>510,070.01</u>	<u>346,200.51</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112203
Reserve Name:	Red Light Camera Project
Date Established:	2004 PW03150 (a)\PW07116 (Revised)
Source of Funds:	Surplus in Red light Camera Project
Purpose:	To Provide funds for the future expansion of the Red Light Camera Program. Revised 2007: That all excess Red Light Camera program fine revenues not required to build, operate or maintain existing or future Red Light Camera sites, be allocated to road safety initiatives, as supported by the Hamilton Strategic Road Safety Program, subject to maintaining a minimum balance of \$100,000 in the Red Light Camera Reserve 112203.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Staff Report Reference (if applicable)					
Opening Balance	5,715,534.08	5,950,397.65	6,125,774.23	6,544,430.00	7,004,250.00
Add					
Interest Earned	122,590.41	143,214.80	146,100.00	149,000.00	152,000.00
Red Light Camera Revenues	4,198,044.39	4,806,586.50	5,287,200.00	5,392,940.00	5,500,800.00
Project Closing	165,759.00	-	-	-	-
ASE Revenues	756,778.50	1,228,621.50	1,464,549.50	1,493,830.00	1,523,710.00
	5,243,172.30	6,178,422.80	6,897,849.50	7,035,770.00	7,176,510.00
Less					
POA Collection Costs (461010) - removed as of 2023	9,691.97	10,165.97	-	-	-
POA Cost Allocation (461010)-RLC	1,410,204.39	1,673,965.23	1,707,400.00	1,741,500.00	1,758,932.42
POA Cost Allocation (461010)-ASE	573,172.64	1,425,814.83	1,454,300.00	1,483,400.00	1,498,248.83
PW Costs	1,763,344.04	1,396,413.93	1,462,690.00	1,491,950.00	1,521,790.00
Automated Speed Enforcement - Photo Radar (PW20002)	185,822.68	189,167.75	193,000.00	196,900.00	200,839.97
Road Safety Initiatives Operating Costs (461011)	79,783.60	21,400.25	21,800.00	22,200.00	22,600.00
RHVP Internal & External Charges (461012)	186,290.88	(3,881.74)	-	-	-
Engagement Priorities - Vision Zero	800,000.00	1,190,000.00	1,640,000.00	1,640,000.00	1,640,000.00
2017 Truck Route Master Plan (4661720924) as approved via PED19073 Council April 10, 2019	-	100,000.00	-	-	-
	5,008,310.20	6,003,046.22	6,479,190.00	6,575,950.00	6,642,411.22
Ending Balance	5,950,397.65	6,125,774.23	6,544,430.00	7,004,250.00	7,538,348.78

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112205
Reserve Name:	Winter Control
Date Established:	January, 1987
Source of Funds:	Contributions from Operating Fund
Purpose:	To minimize the erratic impacts on the annual operating budget due to higher than budgeted snow removal cost resulting from unusually inclement weather.
Target Balance:	25% of the 5 year average actual expenditures for Winter Control (\$6.7M 2023)
Comments:	
Sustainable:	No

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	3,467,216.72	3,539,889.58	3,623,714.17	3,719,162.80	3,817,125.55
Add					
Interest Earned	<u>72,672.86</u>	<u>83,824.59</u>	<u>95,448.63</u>	<u>97,962.75</u>	<u>100,543.09</u>
	72,672.86	83,824.59	95,448.63	97,962.75	100,543.09
Less					
	-	-	-	-	-
Ending Balance	<u>3,539,889.58</u>	<u>3,623,714.17</u>	<u>3,719,162.80</u>	<u>3,817,125.55</u>	<u>3,917,668.64</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112272
Reserve Name:	Energy Conservation Initiative Reserve
Date Established:	Nov 14, 2007 PW07127
Source of Funds:	Sources of funds for the Energy Conservation Initiative Reserve include billing recoveries, project incentives as well as current and future savings identified through projects managed by the Energy Office.
Purpose:	To fund initiatives related to energy conservation and demand management as well as the Office of Energy Initiatives (OEI)
Target Balance:	Cost of OEI for following year
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	4,896,735.51	5,021,261.38	4,439,901.63	2,993,305.77	2,974,123.11
Add					
Interest Earned	118,501.12	134,890.00	101,617.22	84,286.47	72,298.45
Utility Recoveries Revenue	-	233,570.23	-	-	-
Natural Gas Recovery	300,000.00	-	-	-	-
Rebates for cooling charges	15,632.90	-	-	-	-
Biogas Processing Unit Revenue	522,700.73	1,231,114.00	400,000.00	400,000.00	400,000.00
Capital Project Loan Payback	368,286.17	276,718.81	93,718.92	50,326.87	9,036.96
	<u>1,325,120.92</u>	<u>1,876,293.04</u>	<u>595,336.14</u>	<u>534,613.34</u>	<u>481,335.41</u>
Less					
Fund Energy Office	511,448.15	761,652.79	474,786.00	513,796.00	573,047.00
Capital Financing	689,146.89	1,696,000.00	1,567,146.00	40,000.00	915,149.00
	<u>1,200,595.04</u>	<u>2,457,652.79</u>	<u>2,041,932.00</u>	<u>553,796.00</u>	<u>1,488,196.00</u>
Ending Balance	<u>5,021,261.39</u>	<u>4,439,901.63</u>	<u>2,993,305.77</u>	<u>2,974,123.11</u>	<u>1,967,262.52</u>

**City of Hamilton
2022 Reserve Report**

Reserve Details

Reserve Number:	108019
Reserve Name:	Transit Shelter Capital Reserve
Date Established:	September 29, 2010 via TOE01061(b)
Source of Funds:	One-time compensation of \$175,000 from CBS Outdoor Advertising to offset Capital adjustments.
Purpose:	To be utilized to fund the addition, removal, relocation or installation of transit shelters and to replace shelter glass walls as deemed necessary from time to time.
Target Balance:	N/A - One-Time Funding
Comments:	Funds to be applied to transit shelters as required
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	184,764.64	188,637.31	193,104.24	76,610.21	38,101.32
Add					
Interest Earned	<u>3,872.67</u>	<u>4,466.93</u>	<u>3,505.97</u>	<u>1,491.11</u>	<u>495.27</u>
	3,872.67	4,466.93	3,505.97	1,491.11	495.27
Less					
Transfer to Capital	<u>-</u>	<u>-</u>	<u>120,000.00</u>	<u>40,000.00</u>	<u>38,596.59</u>
	-	-	120,000.00	40,000.00	38,596.59
Ending Balance	<u>188,637.31</u>	<u>193,104.24</u>	<u>76,610.21</u>	<u>38,101.32</u>	<u>-</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108025
Reserve Name:	Transit Capital Reserve
Date Established:	2001
Source of Funds:	Originally - a contribution from HSR Working Funds. Annual contribution from operating
Purpose:	To provide sustainable funds for the Transit Capital Program.
Target Balance:	To Be Reviewed
Comments:	Yearly contributions budgeted at \$100K
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	344,655.57	452,927.55	565,231.54	478,802.74	466,085.15
Add					
Interest Earned	8,271.98	12,303.99	13,571.20	12,282.41	10,301.18
Transfer from Current	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
	<u>108,271.98</u>	<u>112,303.99</u>	<u>113,571.20</u>	<u>112,282.41</u>	<u>110,301.18</u>
Less					
Transfer to Capital	-	-	200,000.00	125,000.00	250,000.00
	<u>-</u>	<u>-</u>	<u>200,000.00</u>	<u>125,000.00</u>	<u>250,000.00</u>
Ending Balance	<u>452,927.55</u>	<u>565,231.54</u>	<u>478,802.74</u>	<u>466,085.15</u>	<u>326,386.34</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108045
Reserve Name:	Federal Public Transit Funds
Date Established:	April 25, 2007 FCS07050
Source of Funds:	Under Bill C 48, the Federal Government released previous financial commitments relating to affordable housing and transit to the Provinces. The 2007 Province of Ontario Budget, announced the forwarding of these commitments to Ontario municipalities. For Hamilton, this meant \$6,580,000 for affordable housing and \$11,147,927.39 for transit.
Purpose:	While the Province did, in fact, make these payments as unconditional grants, in order to flow the funds to the City, it is very clear from the various communications received that there is an expectation the funds will be used for Public Transit.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	63,941.77	65,281.99	66,827.87	68,588.12	19,736.23
Add					
Interest Earned	1,340.22	1,545.88	1,760.25	1,148.11	256.55
	1,340.22	1,545.88	1,760.25	1,148.11	256.55
Less					
Transfer to Capital	-	-	-	50,000.00	-
Interfund Transfer	-	-	-	-	19,992.77
	-	-	-	50,000.00	19,992.77
Ending Balance	65,281.99	66,827.87	68,588.12	19,736.23	-

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108047
Reserve Name:	Rapid Transit Capital Reserve
Date Established:	April 23, 2008 via FCS08021
Source of Funds:	Provincial and Metrolinx contributions
Purpose:	Funds to be used for the municipal capital expenditures relating to vehicles and infrastructure to support: 1) B-Line improvements King-Main Corridor 2) A-Line improvements James Upper James Corridor.
Target Balance:	N/A - One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	3,022,272.64	3,030,266.24	3,106,885.81	2,074,234.18	1,014,382.51
Add					
Interest Earned	62,820.73	71,756.70	67,348.37	40,148.33	13,185.76
	62,820.73	71,756.70	67,348.37	40,148.33	13,185.76
Less					
Transfer to Capital	54,827.13	(4,862.87)	1,100,000.00	1,100,000.00	1,027,568.27
	54,827.13	(4,862.87)	1,100,000.00	1,100,000.00	1,027,568.27
Ending Balance	3,030,266.24	3,106,885.81	2,074,234.18	1,014,382.51	-

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	110062
Reserve Name:	Closed Landfill Reserve
Date Established:	March 9th, 2011 FCS11002
Source of Funds:	A portion of Hamilton Renewable Power Inc. (HRPI) regular and special dividends
Purpose:	To offset the future closure costs for the existing open landfill site and to offset the existing and future costs for maintaining the existing 12 closed landfill sites.
Target Balance:	\$1M
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	1,249,259.16	1,275,443.63	1,305,646.14	1,340,036.86	1,375,333.43
Add					
Interest Earned	26,184.47	30,202.51	34,390.72	35,296.57	36,226.28
	26,184.47	30,202.51	34,390.72	35,296.57	36,226.28
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>1,275,443.63</u>	<u>1,305,646.14</u>	<u>1,340,036.86</u>	<u>1,375,333.43</u>	<u>1,411,559.71</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112270
Reserve Name:	Waste Management Recycling
Date Established:	1992
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve was established exclusively for the Recycling Program to fund recycling program deficits, fund recycling program improvements, such as, pilot programs and one-time capital expenditures, and to fund recycling infrastructure capital projects.
Target Balance:	Not Applicable
Comments:	Council on May 14th, 2014 approved a reserve policy specific to this Reserve establishing a Target balance of \$4 million. Report FCS14028 Target balance is no longer applicable as this reserve is being prepared for closure.
Sustainable:	No

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		3,077,546.80	2,696,458.99	2,760,311.14	2,541,768.67	2,311,644.82
Add						
Interest Earned		57,954.79	63,852.15	68,920.71	63,088.58	56,949.88
		57,954.79	63,852.15	68,920.71	63,088.58	56,949.88
Less						
Transition Costs -COH01312021	PW19086(a)	439,042.60	-	-	-	-
PW Division Realignment - Waste Management	PW21017	-	281,826.64	287,463.17	293,212.44	299,076.68
		439,042.60	281,826.64	287,463.17	293,212.44	299,076.68
Ending Balance		2,696,458.99	2,478,484.50	2,541,768.67	2,311,644.82	2,069,518.01

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112271
Reserve Name:	WM Facilities-Replace\Upgrade Reserve
Date Established:	Nov 28, 2007 PW07149
Source of Funds:	Fifty percent (50%) of the financial benefit generated from the Source Separated Organic (SSO) processing contract from other municipalities.
Purpose:	To upgrade and /or replace the waste diversion facilities and equipment.
Target Balance:	To Be Reviewed
Comments:	The costs to upgrade/replace any waste management facilities exceed the balance of this reserve. The reserve balance is expected to remain relatively flat while a funding plan is determined.
Sustainable:	No

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	2,744,403.62	2,801,926.32	2,868,275.94	2,943,826.33	3,021,366.71
Add					
Interest Earned	57,522.70	66,349.62	75,550.39	77,540.39	79,582.80
	57,522.70	66,349.62	75,550.39	77,540.39	79,582.80
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>2,801,926.32</u>	<u>2,868,275.94</u>	<u>2,943,826.33</u>	<u>3,021,366.71</u>	<u>3,100,949.51</u>

RATE SUPPORTED RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
 Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
RATE SUPPORTED RESERVES						
Capital/Working Fund Reserves						
108005 - Sanitary Sewer Capital	61,798,706	29,541,549	20,514,434	66,688,010	82,383,818	Yes
108006 - Wastewater Improvement Subsidy	24,094,282	14,570,050	-	-	-	One-Time
108010 - Storm Sewer Capital	11,001,417	6,016,708	6,181,267	6,350,160	6,523,502	Yes
108015 - Waterworks Capital	35,239,990	53,296,612	56,843,371	13,455,299	601,009	Yes
Sub-total Capital/Working Fund Reserves	132,134,395	103,424,919	83,539,071	86,493,469	89,508,329	
Equipment Replacement Reserves						
110010 - Meter Replacement	3,572,925	3,003,640	43,246	-	-	One-Time
Sub-total Equipment Replacement Reserves	3,572,925	3,003,640	43,246	-	-	
RATE SUPPORTED RESERVES TOTAL	135,707,321	106,428,559	83,582,317	86,493,469	89,508,329	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108005
Reserve Name:	Sanitary Sewer Capital
Date Established:	March 1975
Source of Funds:	Surplus from Sanitary Sewer Current Budget Excess Funds on Closing of Capital Works Repayment of Borrowings by Property Owners
Purpose:	This reserve was established to fund Capital Works and to be used as a Working Fund reserve for the Sanitary Sewer Program. As such operating surpluses/deficits are transferred to/from this Reserve.
Target Balance:	0.5% to 2% of Asset Replacement Value (\$36.3 - \$145M)
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual	Actual	Projected	Projected	Projected
		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance		70,941,466.77	61,798,706.09	29,541,549.28	20,514,433.53	66,688,009.52
Add						
Interest Earned		1,493,144.39	1,224,105.19	650,668.00	1,133,527.62	1,937,755.72
Local Improvement Commutations		204,803.18	254,638.26	232,343.56	253,211.17	236,080.53
Repayment Four Pad Arena Loan	FCS04147	484,966.68	484,966.68	484,966.68	484,966.68	484,966.68
2021 Operating Surplus (net of WW/S)		657,849.40	-	-	-	-
2022 Operating Surplus (net of WW/S)		-	403,377.90	-	-	-
Biosolids payment	FCS16079	2,198,593.67	-	-	-	-
Capital Project Closings	FCS22079(a)	-	1,716,142.16	-	-	-
Financing Plan (Wastewater)	Rate Budget	16,805,027.00	1,539,159.00	22,885,974.62	78,145,432.48	49,680,276.68
		<u>21,844,384.32</u>	<u>5,622,389.19</u>	<u>24,253,952.86</u>	<u>80,017,137.94</u>	<u>52,339,079.61</u>
Less						
Woodward WWTP - Clean Harbour (CASH FLOWED)		5,676,000.00	-	-	-	-
Financing Plan (Storm)	Rate Budget	-	24,759,111.00	28,281,068.61	33,843,561.95	36,643,271.51
5142201967 New Water WW Billing Services	FCS21082(a)	-	100,000.00	-	-	-
Capital Financing Plan		25,311,145.00	12,677,585.00	-	-	-
Capital Budget Increases	FCS22079 Appendix F	-	342,850.00	-	-	-
Emergency Digester Repair	PW22034	-	-	5,000,000.00	-	-
		<u>30,987,145.00</u>	<u>37,879,546.00</u>	<u>33,281,068.61</u>	<u>33,843,561.95</u>	<u>36,643,271.51</u>
Ending Balance		61,798,706.09	29,541,549.28	20,514,433.53	66,688,009.52	82,383,817.63

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108006
Reserve Name:	Wastewater Improvement Subsidy
Date Established:	June 2010
Source of Funds:	Provincial Grant
Purpose:	This Reserve was established with a contribution from the Province of \$100M in 2010 for the Woodward Avenue Wastewater Treatment Plant Upgrades. Upgrades consist of new tertiary membrane treatment plant, a new chlorine contact tank, new tertiary effluent outfall and upgrades to Red Hill Creek, power supply, electrical distribution system and standby power upgrades.
Target Balance:	N/A
Comments:	Reserve expected to be exhausted by 2023
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		59,314,337.03	24,094,281.99	14,570,049.95	-	-
Add						
Interest Earned		975,549.74	475,767.96	189,393.25	-	-
Project Closings	FCS21080(a)	2,158,415.22	-	-	-	-
		3,133,964.96	475,767.96	189,393.25	-	-
Less						
WTWP Upgrades (\$100M)		31,665,000.00	10,000,000.00	10,000,000.00	-	-
WWTP - Clean Harbour (use interest earned to fund project) - 5160866801		6,544,000.00	-	4,759,443.20	-	-
Wastewater Computer Model - 5162157545		145,020.00	-	-	-	-
		38,354,020.00	10,000,000.00	14,759,443.20	-	-
Ending Balance		24,094,281.99	14,570,049.95	-	-	-

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108010
Reserve Name:	Storm Sewer Capital
Date Established:	March 1975
Source of Funds:	Surplus from Storm Sewer Current Budget
Purpose:	This reserve was established to fund Capital Works and to be used as a Working Fund reserve for the Storm Sewer Program. As such operating surpluses/deficits are transferred to/from this Reserve.
Target Balance:	0.5% to 2% of Asset Replacement Value (\$15.7M-\$62.8M)
Comments:	Effective in 2005, this reserve became part of the Rate Program.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		12,331,435.12	11,001,416.85	6,016,707.51	6,181,266.61	6,350,160.19
Add						
Interest Earned		230,750.42	166,391.87	158,559.10	162,893.58	167,342.24
Local Improvement Commutations		16,080.59	5,386.60	6,000.00	6,000.00	6,000.00
Capital Projects Closing	FCS20079(a)	75,000.00	-	-	-	-
Capital Projects Closing	FCS21080(a)	2,470.72	-	-	-	-
Capital Projects Closing	FCS22079(a)	-	417,712.19	-	-	-
		<u>324,301.73</u>	<u>589,490.66</u>	<u>164,559.10</u>	<u>168,893.58</u>	<u>173,342.24</u>
Less						
5182160622 - SWM Facility Maintenance Program	FCS20073	1,654,320.00	-	-	-	-
Capital Financing Plan	Rate Capital Budget	-	3,600,000.00	-	-	-
Stormwater Funding Review (5182201967)	FCS22043	-	200,000.00	-	-	-
5182271328 Southcote Road – Garner Road to Highway 403 Bridge	PW22063	-	1,774,200.00	-	-	-
		<u>1,654,320.00</u>	<u>5,574,200.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance		<u>11,001,416.85</u>	<u>6,016,707.51</u>	<u>6,181,266.61</u>	<u>6,350,160.19</u>	<u>6,523,502.43</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	108015
Reserve Name:	Waterworks Capital
Date Established:	March 1975
Source of Funds:	Surplus from Waterworks Current Budget Excess Funds on Closing of Capital Works Repayment of Borrowings by property owners
Purpose:	This reserve was established to fund Capital Works and to be used as a Working Fund reserve for the Waterworks Program. As such operating surpluses/deficits are transferred to/from this Reserve.
Target Balance:	0.5% to 2% of Asset Replacement Value (\$21.3M - \$85M)
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		18,252,554.85	35,239,990.34	52,510,803.06	56,843,370.95	13,455,299.21
Add						
Interest Earned		2,024,266.35	2,996,986.09	1,421,473.66	913,798.76	182,715.22
Budget Financing Plan	Rate Budget	8,506,119.00	26,221,925.00	5,395,094.22	-	-
2021 Operating Surplus		751,638.77	-	-	-	-
2022 Operating Surplus		-	770,106.76	-	-	-
Local Improvement Commutations		6,151.48	6,779.97	-	-	-
Capital Projects Closing	FCS21080(b)	-	565,823.88	-	-	-
Capital Projects Closing	FCS21080(a)	14,099,954.29	-	-	-	-
		<u>25,388,129.89</u>	<u>30,561,621.70</u>	<u>6,816,567.89</u>	<u>913,798.76</u>	<u>182,715.22</u>
Less						
5141967375 Kenilworth Soil Removal	GIC Report 20-020	6,500,000.00	-	-	-	-
5142201967 New Water WW Billing Services	FCS21082(a)	-	100,000.00	-	-	-
Budget Financing Plan		-	-	-	44,301,870.49	13,037,005.22
Capital Financing Plan	Rate Capital Budget	-	12,000,000.00	2,484,000.00	-	-
Capital Budget Project Increases	FCS22079 Appendix F	-	405,000.00	-	-	-
2021 Operating Deficit		1,900,694.40	-	-	-	-
		<u>8,400,694.40</u>	<u>12,505,000.00</u>	<u>2,484,000.00</u>	<u>44,301,870.49</u>	<u>13,037,005.22</u>
Ending Balance		<u>35,239,990.34</u>	<u>53,296,612.04</u>	<u>56,843,370.95</u>	<u>13,455,299.21</u>	<u>601,009.21</u>

City of Hamilton
2022 Reserve Report

Reserve Details

Reserve Number:	110010
Reserve Name:	Meter Replacement
Date Established:	January, 1990
Source of Funds:	Contributions from Operating Fund
Purpose:	This reserve was established to provide a replacement fund for water meters which are outdated. Any Surplus/Deficit in the budget for annual meter replacement may be transferred to/from this reserve.
Target Balance:	To Be Reviewed
Comments:	Reserve will be applied to Meter Replacement Project in the Rate Capital Budget and depleted over a 10 year period (2018-2027)
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		4,137,384.47	3,572,925.38	3,003,639.99	43,245.87	-
Add						
Interest Earned		75,540.91	70,714.61	39,605.88	562.14	-
		75,540.91	70,714.61	39,605.88	562.14	-
Less						
Water Meter Replacement Program Rate Capital		640,000.00	640,000.00	3,000,000.00	43,808.01	-
		640,000.00	640,000.00	3,000,000.00	43,808.01	-
Ending Balance		3,572,925.38	3,003,639.99	43,245.87	-	-

OBLIGATORY RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
<u>OBLIGATORY RESERVES</u>						
110054 - Safe Restart Agreement (SRA)	21,758,888	7,855,023	-	-	-	One-Time
110052 - Revolving Loan Fund Reserve-Ontario Renovates Program	796,786	866,948	889,784	913,220	937,275	Yes
	22,555,675	8,721,971	889,784	913,220	937,275	
<u>Planning & Development Reserves</u>						
104050 - Building Permit Fees Revolving Fund	28,048,079	29,406,153	27,445,153	27,154,888	26,922,233	Yes
104051 - Main Street Revitalization Reserve	7,355	7,529	-	-	-	One Time
Sub-total Planning & Development Reserves	28,055,433	29,413,682	27,445,153	27,154,888	26,922,233	
<u>Gas Tax Reserves</u>						
112204 - Transit Gas Tax Reserve	20,091,901	11,764,751	20,383,755	21,323,582	22,536,323	Yes
112213 - Federal Gas Tax Reserve	104,319,066	105,527,399	106,806,760	108,119,819	109,467,463	Yes
Sub-total Gas Tax Reserves	124,410,967	117,292,150	127,190,515	129,443,400	132,003,787	
<u>Parkland Dedication Reserves</u>						
104090 - 5% Parkland Dedication Reserve	70,101,713	88,238,681	83,451,591	105,545,694	129,828,643	Yes
Sub-total Parkland Dedication Reserves	70,101,713	88,238,681	83,451,591	105,545,694	129,828,643	
<u>Development Charges Reserves</u>						
999999 - Development Charges Reserve	378,842,012	472,279,631	574,567,447	627,861,138	683,093,593	Yes
Subtotal Development Charges Reserves	378,842,012	472,279,631	574,567,447	627,861,138	683,093,593	
<u>Subdividers' Contributions</u>						
999998 - Developer Recoveries	(5,251,300)	(5,151,554)	(4,983,831)	(4,807,338)	(4,621,792)	Yes
Sub-total Subdividers Contributions	(5,251,300)	(5,151,554)	(4,983,831)	(4,807,338)	(4,621,792)	
<u>Community Benefits Charges Reserves Reserves</u>						
110500 - CBC Reserve Fund	-	179,200	(77,994)	542,443	1,179,222	Yes
110501 - CBC - DC Transition Reserve	-	15,423,201	15,778,790	16,143,745	16,518,312	Yes
Subtotal Community Benefits Charges Reserves	-	15,602,401	15,700,795	16,686,187	17,697,535	
TOTAL OBLIGATORY RESERVES	618,714,499	726,396,963	824,261,453	902,797,189	985,861,273	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110054
Reserve Name:	Safe Restart Agreement (SRA)
Date Established:	2020 via FCS20088
Source of Funds:	Senior levels of Government
Purpose:	The City was eligible to seek additional Phase 2 funding support under the Safe Restart Agreement to help mitigate the COVID-19 financial impact and it is in the City's interest to comply with those regulations and obtain the maximum funding support that it may be eligible for.
Target Balance:	N/A – One-Time Funding
Comments:	
Sustainable:	One-Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		15,276,126.00	21,758,888.23	7,855,023.32	-	-
Add						
Interest Earned		733,900.06	515,250.47	-	-	-
Municipal Funding		11,677,000.00	-	-	-	-
Transit Funding		16,822,206.00	-	-	-	-
COVID-19 Recovery Funding for Municipalities Program		18,681,919.00	-	-	-	-
		<u>47,915,025.06</u>	<u>515,250.47</u>	<u>-</u>	<u>-</u>	<u>-</u>
Less						
Expenses - Impacts of COVID		41,432,262.83	14,419,115.38	-	-	-
Return of Transit Funds		-	-	5,874,810.22	-	-
Redistribution of Interest	Recommendation to Report FCS23027	-	-	1,980,213.10	-	-
		<u>41,432,262.83</u>	<u>14,419,115.38</u>	<u>7,855,023.32</u>	<u>-</u>	<u>-</u>
Ending Balance		<u>21,758,888.23</u>	<u>7,855,023.32</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110052
Reserve Name:	Revolving Loan Fund Reserve-Ontario Renovates Program
Date Established:	May 27th, 2015 - CES15019
Source of Funds:	Conditional Loan Repayments
Purpose:	As per the Administration Agreement with the Province, repayments made through the Ontario Renovates Program are to be reinvested into new Ontario Renovates projects unless otherwise directed by the Ministry of Municipal Affairs & Housing. As such, the Ministry has requested the creation and maintenance of a dedicated reserve account, established from repayments from recipients of the Ontario Renovates program who are required to pay back the loan. The funds from this account are to be used to fund future Ontario Renovates projects.
Target Balance:	N/A
Comments:	Must be used for the Ontario Renovates Program.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	465,147.65	796,786.43	866,948.10	889,783.51	913,220.41
Add					
Interest Earned	11,623.54	19,219.55	22,835.41	23,436.90	24,054.23
Loan Repayments	320,015.24	50,942.12	-	-	-
	331,638.78	70,161.67	22,835.41	23,436.90	24,054.23
Less					
	-	-	-	-	-
Ending Balance	<u>796,786.43</u>	<u>866,948.10</u>	<u>889,783.51</u>	<u>913,220.41</u>	<u>937,274.64</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104050
Reserve Name:	Building Permit Fees Revolving Fund
Date Established:	1993
Source of Funds:	Excess Building permit revenues
Purpose:	The Building Permit Fee Reserve is an obligatory reserve fund established for the direct and indirect costs of administration and enforcement of the Building Code Act. This Reserve also provides a source of funding to offset extraordinary and unforeseen expenditures for one-time expenditures, for permit fee revenue shortfalls and for various contingent and potential future liabilities. Operating budget surpluses in the Building Enterprise Zone Program cannot be used to fund general City expenditures and will be transferred to this Reserve. Operating budget deficits in this program will be funded from the Building Permit Fee Reserve and not for other City funds. This Reserve is not intended to be a long term funding source for general operations.
Target Balance:	2.0 times operating costs
Comments:	If the reserves exceeds 2.0 times the operating costs, it will be capped. Any revenues in excess of the cap would be returned to the users through a permit fee reduction.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		24,612,706.14	28,048,078.54	29,406,153.45	27,445,152.53	27,154,887.85
Add						
Interest Earned		471,032.46	664,178.50	738,999.08	709,735.32	702,937.99
Building Permit Department Surplus		3,391,646.92	693,896.41	-	-	-
		3,862,679.38	1,358,074.91	738,999.08	709,735.32	702,937.99
Less						
Digitalize Microfiche Records	PED17013	177,306.98	-	2,000,000.00	1,000,000.00	935,593.02
Confidential		250,000.00	-	-	-	-
Power Platform portal	PED22163	-	-	700,000.00	-	-
		427,306.98	-	2,700,000.00	1,000,000.00	935,593.02
Ending Balance		28,048,078.54	29,406,153.45	27,445,152.53	27,154,887.85	26,922,232.82

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104051
Reserve Name:	Main Street Revitalization Reserve
Date Established:	2018 (FCS18045)
Source of Funds:	Provincial Government
Purpose:	To support capital improvements for energy efficiency, accessibility, aesthetics, and marketability of small businesses within main street areas, and encourage strategic public investments in businesses.
Target Balance:	One Time
Comments:	
Sustainable:	One Time

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		14,700.24	7,354.59	7,528.75	-	-
Add						
Interest Earned		189.66	174.16	2.58	-	-
Close Capital Project	FCS20079(a)	7,164.91	-	-	-	-
		<u>7,354.57</u>	<u>174.16</u>	<u>2.58</u>	-	-
Less						
Launch Program	PED19039/ PW19017	14,700.22	-	7,531.33	-	-
		<u>14,700.22</u>	<u>-</u>	<u>7,531.33</u>	-	-
Ending Balance		<u>7,354.59</u>	<u>7,528.75</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112204
Reserve Name:	Transit Gas Tax Reserve
Date Established:	Jan 2005
Source of Funds:	Provincial Gas Tax Revenues
Purpose:	Fund the expansion of public transportation, capital infrastructure and levels of service.
Target Balance:	One year of funding (\$11 M - 2022)
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	19,219,744.94	20,091,900.55	11,764,750.96	20,383,755.15	21,323,581.71
Add					
Interest Earned	374,936.15	447,103.41	417,892.19	542,145.57	570,126.38
Net Gas Tax Revenue	11,696,041.00	2,924,747.00	20,050,112.00	12,246,681.00	12,491,615.00
	<u>12,070,977.15</u>	<u>3,371,850.41</u>	<u>20,468,004.19</u>	<u>12,788,826.57</u>	<u>13,061,741.38</u>
Less					
Transfer to Operating	10,899,000.00	11,699,000.00	11,699,000.00	11,699,000.00	11,699,000.00
Transfer to Capital	299,821.54	-	150,000.00	150,000.00	150,000.00
	<u>11,198,821.54</u>	<u>11,699,000.00</u>	<u>11,849,000.00</u>	<u>11,849,000.00</u>	<u>11,849,000.00</u>
Ending Balance	<u>20,091,900.55</u>	<u>11,764,750.96</u>	<u>20,383,755.15</u>	<u>21,323,581.71</u>	<u>22,536,323.10</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112213
Reserve Name:	Federal Gas Tax Reserve
Date Established:	2005
Source of Funds:	Federal Gas Tax Revenues
Purpose:	This reserve is required by the Federal Government Gas Tax Funding agreements. On March 25, 2021, the Deputy Prime Minister and Minister of Finance of Canada introduced Bill C-25 which included proposed one-time funding to address short-term infrastructure priorities through the Federal Gas Tax Fund and proposed renaming of the Federal Gas Tax Fund to Canada Community-Building Fund (CCBF). Approval of Bill C-30 on June 29, 2021 included the changes introduced in Bill C-25 and a revised list of CCBF eligible project categories. This list is now public transit, wastewater infrastructure, drinking water, solid waste management, community energy systems, local roads and bridges, capacity building, highways, local and regional airports, short-line rail, short-sea shipping, disaster mitigation, broadband and connectivity, brownfield redevelopment, culture, tourism, sport, recreation and fire halls.
Target Balance:	To Be Reviewed
Comments:	A one-time payment of \$32.7 million was received in August 2021. Municipalities have up to 5 years after the year the money was received to spend the funds.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
	2021	2022	2023	2024	2025
Opening Balance	59,101,558.01	104,319,066.42	105,527,399.11	106,806,759.67	108,119,818.59
Add					
Interest Earned	1,891,281.00	2,671,891.81	2,760,090.48	2,793,788.84	2,828,374.81
CCBF Funding	66,796,588.16	34,056,810.08	34,056,810.08	34,056,810.08	34,056,810.08
	68,687,869.16	36,728,701.89	36,816,900.56	36,850,598.92	36,885,184.89
Less					
Project Funding	25,276,547.21	35,520,369.20	35,537,540.00	35,537,540.00	35,537,540.00
Federal Gas Tax Over Contribution Reduction	(1,806,186.46)	-	-	-	-
	23,470,360.75	35,520,369.20	35,537,540.00	35,537,540.00	35,537,540.00
Ending Balance	104,319,066.42	105,527,399.11	106,806,759.67	108,119,818.59	109,467,463.47

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	104090
Reserve Name:	5% Parkland Dedication Reserve
Date Established:	Prior to 1964
Source of Funds:	i) 5% lands, or cash-in-lieu conveyed by developer. ii) Sale of land, originally acquired for parks as recreation purposes, but no longer required. iii) Rental of parkland.
Purpose:	To finance the acquisition and development, etc. of parkland. The Parkland Dedication Reserve receives revenues assessed under Sections 42, 51.1 and 53 of the Planning Act, 1990.
Target Balance:	To Be Reviewed
Comments:	Year-end balance includes liabilities for over dedication of land by developers. The over dedication is currently estimated at \$16.62 M (2022) dependent on future build out density and the ability to develop the subject lands.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance		66,934,495.14	70,101,712.56	88,238,681.23	83,451,590.59	105,545,693.78
Add						
Interest Earned		1,496,979.85	1,783,021.46	2,231,768.49	2,456,738.98	3,059,585.28
5% Dedication Fee		15,059,334.60	21,336,462.00	21,336,462.00	21,336,462.00	21,336,462.00
Repay Property Purchases		98,464.65	98,464.65	98,464.65	98,464.65	98,464.65
Property Sales		-	17,000.00	-	-	-
Lease		22,421.91	38,437.56	38,437.56	38,437.56	38,437.56
		16,677,201.01	23,273,385.67	23,705,132.70	23,930,103.19	24,532,949.49
Less						
Acquisitions		13,509,983.60	5,136,417.00	28,492,223.34	1,836,000.00	250,000.00
		13,509,983.60	5,136,417.00	28,492,223.34	1,836,000.00	250,000.00
Ending Balance		70,101,712.56	88,238,681.23	83,451,590.59	105,545,693.78	129,828,643.27

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	999999
Reserve Name:	Development Charges Reserve
Date Established:	June, 1990
Source of Funds:	Development Charge collections on net new development
Purpose:	Under the Development Charges Act a municipality can impose a capital levy on new residential and non-residential developments to finance growth related Capital expenditures. The City approved Development Charges By-law 19-142 (as amended) and by By-Law 11-174 (as amended) to impose development charges.
Target Balance:	None – function of development activity (FCS-DC1)
Comments:	A separate yearly Development Charge Status Report is presented to Council. This report will include more detail.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	291,680,794	378,842,012	472,279,631	574,567,447	627,861,138
Add					
Interest Earned	6,199,716.19	9,009,321.43	13,607,761.79	15,630,135.57	17,040,845.86
Collections(NET)	113,662,323.32	84,102,375.96	102,028,873.00	104,741,450.46	107,508,279.47
Recovery for DC Exemptions-(Net in Capital Requirements)	35,222,098.00	32,020,976.76	33,600,000.00	33,600,000.00	33,600,000.00
Debt Repayment-Four Pad(net debt repayments)	484,967.00	484,967.00	484,966.80	484,966.80	121,241.70
Other Transfers	128,379.00	56,916.00	-	-	-
	<u>155,697,483.51</u>	<u>125,674,557.15</u>	<u>149,721,601.59</u>	<u>154,456,552.83</u>	<u>158,270,367.03</u>
Less					
Capital Financing	58,991,804.00	22,875,746.94	24,351,650.00	57,865,650.00	38,051,025.00
Debt Repayment_Tax	9,012,963.36	8,837,498.88	12,452,403.00	18,373,020.00	27,309,694.00
Debt Repayment_Rates	531,498.27	523,691.68	10,629,733.00	24,924,192.00	37,677,193.00
	<u>68,536,265.63</u>	<u>32,236,937.50</u>	<u>47,433,786.00</u>	<u>101,162,862.00</u>	<u>103,037,912.00</u>
Ending Balance	<u>378,842,011.57</u>	<u>472,279,631.22</u>	<u>574,567,446.82</u>	<u>627,861,137.65</u>	<u>683,093,592.68</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	999998
Reserve Name:	Developer Recoveries
Date Established:	2001
Source of Funds:	Development Charge Collections (Special Area Charges)
Purpose:	Special Area Development Charges imposed on new developments in Dundas and Waterdown related to financing agreements entered into with front-ending to recover costs associated with infrastructure provided by developer. DC By-law 19-142 (as amended) provides authority to levy special area charges.
Target Balance:	0.00
Comments:	As per Report FCS17049, payment to developers was made in the amount of \$8,729,615 for project agreement with Con- Drain Company Limited.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

Staff Report Reference (if applicable)	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Projected <u>2024</u>	Projected <u>2025</u>
Opening Balance	(6,260,872.71)	(5,251,299.69)	(5,151,553.81)	(4,983,830.66)	(4,807,337.97)
Add					
Interest Earned	(121,124.98)	(128,652.97)	(97,722.17)	(94,261.53)	(90,623.37)
Collections	1,130,698.00	228,398.85	265,445.32	270,754.22	276,169.31
	1,009,573.02	99,745.88	167,723.15	176,492.70	185,545.94
Less					
	-	-	-	-	-
	-	-	-	-	-
Ending Balance	<u>(5,251,299.69)</u>	<u>(5,151,553.81)</u>	<u>(4,983,830.66)</u>	<u>(4,807,337.97)</u>	<u>(4,621,792.03)</u>

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110500
Reserve Name:	CBC Reserve Fund
Date Established:	2022 via FCS22015(b)
Source of Funds:	CBCs are collected from developers undertaking eligible development and redevelopment in the city of Hamilton based on a percentage of land value the day before a building permit is issued in accordance with the CBC Bylaw and Strategy.
Purpose:	The Community Benefits Charge Reserve Fund (CBC Reserve Fund) - All funds collected under the CBC By-law are to be deposited into a special Reserve Fund and used solely for growth capital projects eligible under the CBC Strategy. Reports and information as set out in section 7 of O. Reg. 509/20 outlining balances and use of funds must be adhered to.
Target Balance:	N/A
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	-	-	179,200.00	(77,994.45)	542,442.83
Add					
Interest Earned	-	-	1,315.55	6,037.27	22,379.59
CBC Collections	-	179,200.00	614,400.00	614,400.00	614,400.00
	-	179,200.00	615,715.55	620,437.27	636,779.59
Less					
Capital Budget	-	-	872,910.00	-	-
	-	-	872,910.00	-	-
Ending Balance	-	179,200.00	(77,994.45)	542,442.83	1,179,222.42

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	110501
Reserve Name:	CBC - DC Transition Reserve
Date Established:	2022 via FCS22015(b)
Source of Funds:	Transfer from Airport & Parking Development Charges Reserves at September 18, 2022.
Purpose:	The City adopted By-law 22-158, Community Benefits Charges By-law on June 16, 2022 with an effective date of September 18, 2022. In accordance with the requirements in Section 37 (51) 1 of the Planning Act, 1990, as amended, the balances in the City's Airport and Parking DC Reserves were transferred to the City's Community Benefits Charge Transition Reserve (110501) which is part of the Community Benefits Charges Special Account required under Section 37(42) of the Planning Act, 1990, as amended.
Target Balance:	0.00
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	-	-	15,423,201.11	15,778,789.73	16,143,744.55
Add					
Interest Earned	-	84,385.73	405,588.62	414,954.82	424,567.73
Transfer from Development Charges Reserves	-	15,338,815.38	-	-	-
FCS22015(b)	-	15,423,201.11	405,588.62	414,954.82	424,567.73
Less					
CBC By-Law Appeal	-	-	50,000.00	50,000.00	50,000.00
2023 Capital Budget	-	-	50,000.00	50,000.00	50,000.00
Ending Balance	-	15,423,201.11	15,778,789.73	16,143,744.55	16,518,312.28

HAMILTON FUTURE FUND RESERVES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
 Reserve Balances at December 31, 2022

	Actual 2021 (\$)	Actual 2022 (\$)	Projected 2023 (\$)	Projected 2024 (\$)	Projected 2025 (\$)	Reserve Sustainable
HAMILTON FUTURE FUND RESERVES						
112246 - Hamilton Future Fund A	61,968,329	63,409,816	65,411,141	67,465,182	70,586,495	Yes
112247 - Hamilton Future Fund B	1,879,581	1,918,117	1,715,348	1,507,237	1,293,645	Yes
HAMILTON FUTURE FUND RESERVES TOTAL	63,847,910	65,327,933	67,126,489	68,972,419	71,880,141	

City of Hamilton 2022 Reserve Report

Reserve Details

Reserve Number:	112246
Reserve Name:	Hamilton Future Fund A
Date Established:	2002 via FCS20107
Source of Funds:	Special Dividend from Hamilton Hydro
Purpose:	Fund Projects that create and protect a permanent legacy for current and future generations of Hamiltonians to enjoy economic prosperity and improved quality of life.
Target Balance:	To Be Reviewed
Comments:	In 2009, Council approved using \$60M as a grant to fund the Pan Am Games Stadium. In 2017, Council approved a Poverty Reduction Investment Plan with contributions of \$4M per year over five years.
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Staff Report Reference (if applicable)	Actual	Actual	Projected	Projected	Projected
		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance		56,419,625.88	61,968,328.89	63,409,815.78	65,411,141.25	67,465,181.62
Add						
Interest Earned		1,174,120.00	1,259,639.69	1,674,518.59	1,727,233.51	1,794,506.93
Loan Repayments	Revised repayments FCS22066	7,922,489.00	181,847.20	1,326,806.87	1,326,806.87	1,326,806.87
Project closing		452,094.00	-	-	-	-
		<u>9,548,703.00</u>	<u>1,441,486.89</u>	<u>3,001,325.46</u>	<u>3,054,040.38</u>	<u>3,121,313.80</u>
Less						
Capital Loan Advances		-	-	1,000,000.00	1,000,000.00	-
Poverty Reduction Investment		4,000,000.00	-	-	-	-
		<u>4,000,000.00</u>	<u>-</u>	<u>1,000,000.00</u>	<u>1,000,000.00</u>	<u>-</u>
Ending Balance		61,968,328.88	63,409,815.78	65,411,141.25	67,465,181.62	70,586,495.42

**City of Hamilton
 2022 Reserve Report**

Reserve Details

Reserve Number:	112247
Reserve Name:	Hamilton Future Fund B
Date Established:	2002 via FCS20107
Source of Funds:	Special Dividend from Hamilton Hydro
Purpose:	Fund Projects that create and protect a permanent legacy for current and future generations of Hamiltonians to enjoy economic prosperity and improved quality of life.
Target Balance:	To Be Reviewed
Comments:	
Sustainable:	Yes

2021-2022 Comparative Figures & 2023-2025 Projections

	Actual	Actual	Projected	Projected	Projected
Staff Report Reference (if applicable)	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Opening Balance	2,046,761.05	1,879,580.92	1,918,116.90	1,715,347.60	1,507,237.35
Add					
Interest Earned	40,855.00	37,969.77	47,230.70	41,889.76	36,408.13
Project closing	-	566.21	-	-	-
	40,855.00	38,535.98	47,230.70	41,889.76	36,408.13
Less					
Project Funding	208,035.13	-	250,000.00	250,000.00	250,000.00
	208,035.13	-	250,000.00	250,000.00	250,000.00
Ending Balance	1,879,580.92	1,918,116.90	1,715,347.60	1,507,237.35	1,293,645.49

RESERVE POLICIES

**2022 Reserve Report with
2023-2025 Projections**



Hamilton

List of Approved Reserve Policies

Reserve	Reserve Name	Approval
100035	Property Purchases	FCS18065
104006	Hamilton Farmers Market Reserve	GIC 18-001
104050	Building Permit Fees Revolving Fund	FCS16056
104055	Tax Stabilization-Police	PSB 15-059
104105	Cemetery Niche Reserve	FCS18065
106015	Library Donations Reserve	Board Dec, 16, 2016
108005	Sanitary Sewer Capital	FCS16056
108010	Storm Sewer Capital	FCS16056
108015	Waterworks Capital	FCS16056
108020	Unallocated Capital Levy	FCS14028
108039	General Facility Capital Reserve	FCS18065
108062	Climate Change Reserve	CMO19008(b)/HSC19073(b)
108072	Municipal Accommodation Tax Reserve	PED20009(b)
110025	Vehicle Replacement - Central Garage	FCS18065
110046	Tax Stabilization Reserve	FCS14028
110500	CBC Reserve Fund	FCS22015(b)
110501	CBC - DC Transition Reserve	FCS22015(b)
112051	Line of Duty Death Benefit Reserve	FCS21063
112201	General Park, Marina and Waterfront Reserve	FCS18065
112202	Leash Free Park Reserve	FCS18065
112205	Winter Control	PW11014
112209	47 Guise St Reserve	FCS18065
112224	Waterpark Operations Reserve	FCS18065
112230	City Enrichment Fund	FCS18065
112243	Enterprise Fund Reserve	FCS14028
112270	Waste Management Recycling	FCS14028
999999	Development Charges Reserve	FCS13035
	General Police Reserve Policy	PSB 15-059
	General Reserve Policy	FCS14028

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**2022 Reserve Report with
2023-2025 Projections**



Hamilton

City of Hamilton
 2022 Reserve Report

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Outstanding Internal Loans from Reserves Summary
As at December 31, 2022

Name	New as of 2022	Authorization	Reserve Borrowed From	Original Loan Amount (\$)	Principal Outstanding as at December 31, 2022 (\$)	Future Annual Repayment (\$)	Year Payback Completed
2555 Creekside Purchase		GIC 12028	108020 - Unallocated Capital Levy	1,031,158.37	-	-	2022
Confederation Park		FCS 15090	108020 - Unallocated Capital Levy	1,699,015.00	-	-	2022
Fire Station 10		PW16074	112272 - Energy Conservation Initiative Reserve	5,350.71	-	-	2022
Fire Station 17		PW16074	112272 - Energy Conservation Initiative Reserve	4,844.45	-	-	2022
Fire Station 21		PW16074	112272 - Energy Conservation Initiative Reserve	6,489.79	-	-	2022
Fire Station 24		PW16074	112272 - Energy Conservation Initiative Reserve	4,299.85	-	-	2022
Fire Station 5		PW16074	112272 - Energy Conservation Initiative Reserve	9,178.05	-	-	2022
Olympic Arena Heaters		PW 16074	112272 - Energy Conservation Initiative Reserve	30,425.00	-	-	2022
Freelton Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	2,431.83	-	-	2022
Wentworth Lodge Lighting		PW16056	112243 - Enterprise Fund Reserve	171,742.02	33,801.02	37,000.00	2023
Ancaster Seniors Lighting		PW 16074	112272 - Energy Conservation Initiative Reserve	27,789.00	5,874.47	6,041.89	2023
Morgan Firestone Arena		PW16074	112272 - Energy Conservation Initiative Reserve	59,984.00	17,735.05	22,115.00	2023
Pat Quinn Parkdale Arena		PW16074	112272 - Energy Conservation Initiative Reserve	38,171.00	723.07	19,302.00	2023
Station 5 Admin Building		PW16074	112272 - Energy Conservation Initiative Reserve	17,503.40	3,686.15	3,783.84	2023
Memorial School Purchase		FCS 14040	100035 - Property Purchases	811,779.53	193,343.00	103,512.78	2024
Brian Timmins Land		CES 14022	108020 - Unallocated Capital Levy	2,212,161.00	492,513.77	253,399.12	2024
FOC LED		PW16074	112243 - Enterprise Fund Reserve	361,017.60	126,962.38	66,127.00	2024
Inch Park - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	54,224.44	26,726.88	14,697.14	2024
Spring Valley - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	37,091.74	18,824.16	9,785.19	2024
Fire Station 5 Training		PW16074	112272 - Energy Conservation Initiative Reserve	23,883.44	8,399.31	4,374.69	2024
Lister Block LED		PW16074	112272 - Energy Conservation Initiative Reserve	50,080.87	24,682.64	13,575.00	2024
Valley Park LED Lighting Project		PW16074	112272 - Energy Conservation Initiative Reserve	126,268.22	61,068.57	34,802.42	2024
Vincent Massey Purchase		PED19139(a)	112300 - Investment Stabilization Reserve	792,903.00	327,127.31	168,758.46	2024
Ancaster Library & Municipal Centre	New	FCS19091	112272 - Energy Conservation Initiative Reserve	9,892.66	5,465.90	4,426.76	2024
Barton Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	5,066.25	2,911.90	2,154.35	2024
Central Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	52,642.55	33,694.74	18,947.81	2024
Kenilworth Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	3,730.12	2,394.19	1,335.93	2024
Mount Hope Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	4,858.41	2,408.66	2,408.66	2024
Redhill Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	4,800.61	3,050.77	1,749.84	2024
Terry Berry Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	12,978.70	6,890.02	6,088.68	2024
Four Pad Arena		FCS04147	108005 - Sanitary Sewer Capital	12,000,000.00	2,658,521.95	969,933.48	2025
110 Province Purchase		PW 15002	108020 - Unallocated Capital Levy	62,500.00	20,131.70	6,994.36	2025
Coronation - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	44,621.81	23,914.26	11,143.70	2025
Glanbrook - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	45,839.35	26,900.77	10,292.32	2025
Lawfield - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	45,076.13	27,562.19	9,571.79	2025
Macassa Lodge Lighting		PW16056	112243 - Enterprise Fund Reserve	257,613.03	149,931.31	32,000.00	2025
Morgan Firestone - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	188,343.19	111,693.07	41,712.47	2025
Olympic - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	34,190.35	20,129.99	7,644.38	2025
Parkdale - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	44,256.21	25,367.40	10,236.02	2025
Slatfleet - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	34,673.13	19,943.80	7,985.21	2025
Stoney Creek - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	34,112.40	20,377.08	7,481.91	2025
Traffic Operations Centre LED		PW16074	112272 - Energy Conservation Initiative Reserve	32,052.29	18,549.46	7,549.91	2025
Wentworth Street Operations Centre LED Lighting Upgrade (Office Space Only)		PW16074	112272 - Energy Conservation Initiative Reserve	22,058.60	12,994.21	5,083.29	2025
Concession Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	7,907.11	5,645.88	2,261.23	2025
Sherwood Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	9,619.89	7,024.41	2,595.48	2025
Stoney Creek Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	3,756.18	2,807.14	949.05	2025
Westdale Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	5,441.31	3,740.66	1,700.65	2025
Aquatic Centres Exterior LED - Benetto		PW16074	112243 - Enterprise Fund Reserve	13,934.24	8,812.22	2,814.34	2026

Outstanding Internal Loans from Reserves Summary
As at December 31, 2022

Name	New as of 2022	Authorization	Reserve Borrowed From	Original Loan Amount (\$)	Principal Outstanding as at December 31, 2022 (\$)	Future Annual Repayment (\$)	Year Payback Completed
Aquatic Centres Exterior LED - Riverdale (Dominic Agustino)		PW16074	112243 - Enterprise Fund Reserve	10,669.18	6,433.59	2,310.21	2026
Beverly - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	47,061.03	31,031.10	8,876.83	2026
Call Handling Repayment		FCS13098	112243 - Enterprise Fund Reserve	948,000.00	398,000.00	110,000.00	2026
Carlisle - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	51,690.74	34,278.49	9,653.74	2026
Chedoke - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	149,241.60	96,373.80	29,157.01	2026
Harry Howell - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	108,877.34	66,909.98	22,953.47	2026
Mtn Arena - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	131,296.60	86,222.51	24,939.84	2026
Rosedale - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	49,359.32	32,379.54	9,393.02	2026
Real Estate		Various	Various	3,410,841.00	1,327,932.07	382,838.37	2026
RL Hyslop - 20 Lake Ave S	New	PED21131	110046 - Tax Stabilization Reserve	1,756,704.00	1,424,362.27	381,178.10	2026
Lynden Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	7,136.41	5,682.26	1,454.16	2026
155 Macassa Purchase		GIC 11018	104090 - 5% Parkland Dedication Reserve	1,094,416.00	443,368.75	98,464.65	2027
Employment Land Banking Revolving		PED16255	108020 - Unallocated Capital Levy	16,034,970.63	17,103,336.77	584,412.00	2027
Aquatic Centres Exterior LED - Central Memorial		PW16074	112243 - Enterprise Fund Reserve	7,545.43	5,356.84	1,234.37	2027
Aquatic Centres Exterior LED - Huntington Park		PW16074	112243 - Enterprise Fund Reserve	7,597.65	5,355.19	1,262.08	2027
Aquatic Centres Exterior LED - Pinky Lewis		PW16074	112243 - Enterprise Fund Reserve	30,408.10	20,785.67	5,371.74	2027
Aquatic Centres Exterior LED - Winston Churchill		PW16074	112243 - Enterprise Fund Reserve	7,928.64	5,748.56	1,237.82	2027
Fire Station 11		PW16074	112272 - Energy Conservation Initiative Reserve	1,580.29	930.08	203.28	2027
Ancaster Arts Centre		GIC 18003	112300 - Investment Stabilization Reserve	2,000,000.00	1,077,861.90	236,499.66	2027
Turner Park Library	New	FCS19091	112272 - Energy Conservation Initiative Reserve	57,609.48	47,944.94	9,664.54	2027
Natural Gas Waste Collection Trucks (Different Repayment)	New	PW22003	112272 - Energy Conservation Initiative Reserve	490,000.00	425,624.69	77,997.31	2028
Valley Park - Ice Arenas LED		PW16074	112243 - Enterprise Fund Reserve	51,461.44	39,604.62	6,898.94	2029
Fire Station 20		PW16074	112272 - Energy Conservation Initiative Reserve	17,413.56	11,756.34	1,897.58	2029
Ancaster Arts Centre Area Rate #2		PW19072	112300 - Investment Stabilization Reserve	1,638,333.00	1,192,116.42	189,328.20	2029
Broughton East Purchase		Motion GIC July 8/19	112300 - Investment Stabilization Reserve	1,800,000.00	1,301,930.76	203,334.64	2029
Brian Timmins Land		CES 14022	108020 - Unallocated Capital Levy	2,006,314.00	1,636,468.12	221,529.46	2030
Hamilton Place		PW16074	112243 - Enterprise Fund Reserve	440,041.53	361,315.45	50,930.28	2030
Ancaster Arts Centre - Naming Rights		PW19072	112300 - Investment Stabilization Reserve	1,000,000.00	800,000.00	100,000.00	2030
Aquatic Centres Exterior LED -Hill Park		PW16074	112243 - Enterprise Fund Reserve	7,207.16	5,905.38	788.59	2031
2018 Roads Rehab		Motion 02/03/2018	112300 - Investment Stabilization Reserve	19,400,000.00	13,874,897.39	1,640,000.00	2032
Aquatic Centres Exterior LED - Ryerson		PW16074	112243 - Enterprise Fund Reserve	6,400.04	5,496.72	575.19	2033
Niagara Peninsula Conservation Authority		FCS200096	108020 - Unallocated Capital Levy	1,210,000.00	1,065,401.10	91,790.31	2035
Aquatic Centres Exterior LED - Dundas		PW16074	112243 - Enterprise Fund Reserve	4,964.69	4,343.12	407.00	2035
Macassa Lodge Re-development	New	HSC20050(a)	108020 - Unallocated Capital Levy	16,430,000.00	15,966,798.18	921,598.82	2046
TOTAL				90,972,825.68	63,474,284.05	7,360,517.34	



CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Planning, Administration and Policy Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	Development Charges Reserves Status Report as of December 31, 2022 (FCS23035) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Kerry Meissner (905) 546-2424 Ext. 2790
SUBMITTED BY:	Mike Zegarac General Manager, Finance and Corporate Services Corporate Services Department
SIGNATURE:	

RECOMMENDATION(S)

That Report FCS23035, "Development Charges Reserves Status Report as of December 31, 2022", be forwarded, if requested, to the Ministry of Municipal Affairs and Housing.

EXECUTIVE SUMMARY

As per the requirements of the *Development Charges Act, 1997*, as amended (DC Act), an annual report of Development Charge (DC) reserves' activity must be provided to Council. The DC Reserves Status Report is the "Treasurer's Statement" as outlined in the DC Act, as amended, which must be made available to the public and forwarded to the Ministry of Municipal Affairs and Housing, at their request.

The accounting balance of the DC Reserves as of December 31, 2022 is \$467.13 M, which has increased by \$93.53 M since 2021. The increase is primarily due to in-year collections exceeding in-year capital financing. The balance of \$467.13 M reflects Public Sector Accounting Board (PSAB) standards which requires that any DC funds remain in (or are returned to) the DC reserves until the eligible capital project has expended the funds. A summary is provided in Table 1 (page 5) and details by DC Service are provided in Appendix "A" to Report FCS23035.

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: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 2 of 11**

There are a few DC services in Appendix “A” to Report FCS23035 which have negative balances. Per the City’s Development Charges Reserve Policy (Report FCS13035), as long as the consolidated balance remains in excess of the outstanding DC Deferral Agreements (2022 – \$50.01 M), service specific DC Reserves may incur a negative balance with staff working on financing strategies to remedy said negative balance for the future. Municipalities require most growth infrastructure to be constructed prior to the development being completed (e.g. subdivision, industrial park) and, therefore, expenditures often precede the collection of DCs. Significant negative balances can usually be mitigated by financing large projects over longer periods of time through debt financing.

If all approved direct capital funding (\$140.08 M) were allocated to the approved projects and approved debt funding (\$615.71 M) were to be cash funded from the DC reserves, the 2022 DC reserves adjusted balance would be a deficit balance of \$288.66 M, which represents a decrease of \$162.61 M from 2021. A summary is provided in Table 2 (page 7).

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The consolidated DC reserve balance in 2022 reflects the application of PSAB reporting requirements for obligatory reserve funds whereby funds collected remain in the DC reserves and are not transferred to capital projects until expenditures are incurred. The year-end consolidated DC reserve balance is \$467.13 M, as outlined in Appendix “A” to Report FCS23035. Summary information on the DC reserves is provided in Tables 1 and 2 (pages 5 and 7 respectively).

Staffing: None.

Legal: The DC Act requires the Treasurer to report annually on the opening and closing balances of the DC reserve funds and the transactions related to the funds. Report FCS23035 addresses this legal requirement.

HISTORICAL BACKGROUND

As per the requirements of the DC Act, an annual report of DC reserves activity must be provided to Council. The DC Reserves Status Report is the “Treasurer’s Statement” as outlined in the DC Act, which must be made available to the public and forwarded to the Ministry of Municipal Affairs and Housing, at their request.

**SUBJECT: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 3 of 11**

Appendix “A” to Report FCS23035 summarizes the 2022 activity for each DC reserve. DC revenues were collected through the authorization of Municipal DC By-law 19-142, as amended, which was passed by Council in June 2019 and was amended in March 2021. Collections under DC By-laws are deposited into DC reserves.

Appendix “B” to Report FCS23035 provides a summary of the development charge funding to capital projects and Appendix “C” to Report FCS23035 provides a summary of the development charge funding to capital projects by reserve.

The Province updated Ontario Regulation 528/06 on November 25, 2022, with the effect of permitting municipalities to collect GO Transit charges until December 31, 2025. During the extension period, the Ministry of Transportation is to undertake a broader review of the framework governing municipal contributions to GO Transit. To date, the City has not received communications regarding the future of GO Transit as it relates to DC collections. City By-law 11-174 – GO Transit Development Charges will remain in effect until details of any future update become available.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The DC Reserves Status Report is the “Treasurer’s Statement” as required in Section 43 of the DC Act, which must be made available to the public and sent to the Ministry of Municipal Affairs and Housing, if requested.

Hamilton Conservation Authority (HCA)

The Region of Halton DC By-law for 2012 was appealed by the Hamilton-Halton Home Builders’ Association (HHHBA), now the West End Home Builders’ Association (WEHBA), on the grounds that the Region of Halton did not have the authority to include conservation authority capital costs in its DC By-law. The Ontario Municipal Board, now the Ontario Land Tribunal (OLT), rendered a decision of the WEHBA’s appeal to the Region of Halton and the decision allowed WEHBA’s appeal. This issue was also appealed by WEHBA on the same grounds for the 2014 City of Hamilton DC By-law.

The appeals on the 2014 City of Hamilton DC By-law were settled in November 2022 via OLT case OLT-22-003394. The City was directed to amend the 2014 City of Hamilton DC By-law such that the HCA charge was removed from the rate tables. This effectively resulted in a refund of every HCA fee that the City had collected. All refunds for HCA DCs collected by the City were issued in December 2022 from the HCA DC Reserves. Staff continues to support inquiries on these refunds and will submit the HCA DC Reserves for closure at an appropriate time.

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RELEVANT CONSULTATION

Staff from the City's Planning and Economic Development Department have confirmed that the City is in compliance with s.s. 59.1(1) of the DC Act, as amended, which states that a "municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by this Act or another Act."

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

As per the requirements of the DC Act, an annual report of DC reserves activity must be provided to Council. The report must be made available to the public and provided to the Minister of Municipal Affairs and Housing, if requested.

Appendices "A", "B", "C" and "E" to Report FCS23035 contain the financial information required to meet the disclosure requirements as set out in Section 43 of the DC Act, as amended. Appendix "D" to Report FCS23035 is provided in addition to the legislated requirements as described below.

The 2022 year-end consolidated DC reserve balance is \$467.13 M, as outlined in Appendix "A" to Report FCS23035.

The DC reserves balance as at December 31, 2022 reflects the application of PSAB reporting requirements for obligatory reserve funds.

PSAB reporting requirements require the City to only recognize DC revenue in capital projects once the expenses have been incurred. Therefore, the DC reserve balances are based on actual expenses, to date, and not the Council approved budgeted amounts. Table 2 shows the adjusted DC reserve balances if all Council approved budgeted amounts were to be cash funded.

Since project funding from DC reserves can only be allocated to capital projects after the expenses have been incurred, there is often a timing difference between when current budget contribution, other source funding, and DC funding are allocated to projects. For this reason, the current year funding to each project often does not reflect the funding ratios identified in the DC background studies. Staff included Appendix "D" to Report FCS23035 to show the DC funded projects closed in the year and their final revenue funding from all sources. Appendix "D" to Report FCS23035 includes closed projects from October 1, 2021 to September 30, 2022. At the time of Report FCS23035 preparation, the projects closed during the period October 1, 2022 to December 31, 2022 have not yet been approved by Council. Accordingly, projects closed between October 1, 2022 and December 31, 2022 will be included on next year's Development Charges Reserves Status Report.

**SUBJECT: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 5 of 11**

There are a few DC services in Appendix “A” to Report FCS23035 which have negative balances. This occurs either because (1) capital infrastructure has been developed at a pace which exceeds the actual growth realized or (2) expenses for growth related studies must be incurred prior to the growth occurring and debt financing is not an option. Where debt financing is an option, it would have been possible to avoid the negative balances but that would have resulted in additional debt financing costs which would ultimately be passed on to the developer through the calculation of the DC.

DC reserves are permitted to borrow from each other and, therefore, a negative balance in one service can be offset with a surplus balance in another service. In order to minimize the overall debt financing costs to be charged through the calculation of the DC, it is prudent to allow DC services to go into a deficit position with a controlled plan for the overall forecast of each service.

Table 1 provides a continuity of DC Reserves with a summary of inflows and outflows in 2022 resulting in a consolidated PSAB balance of \$467.13 M at December 31, 2022.

Table 1 - DC Reserves Continuity (\$Millions)

Balance as of January 1, 2022		\$ 373.59
Funding Inflows		
Interest	\$	8.88
Collections	\$	99.30
DC Exemption Funding	\$	32.02
Internal Borrowing Repayment	\$	0.48
Subtotal of Inflows	\$	140.68
Funding Outflows		
Other Transfers	\$	0.14
Transfers to CBC	\$	14.77
External Debt Payments	\$	9.36
Direct Capital Funding	\$	22.87
Subtotal of Outflows	\$	47.14
Balance as of December 31, 2022		\$ 467.13

Note: Variances in totals may exist due to rounding

DC collections in 2022 totalled \$99.30 M, a \$15.49 M decrease from 2021. Residential DC collections decreased from \$104.58 M in 2021 to \$84.71 M in 2022 and non-residential DC collections increased from \$10.22 M in 2021 to \$14.59 M in 2022.

**SUBJECT: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 6 of 11**

The City adopted By-law 22-158, Community Benefits Charges By-law on June 16, 2022 with an effective date of September 18, 2022. In accordance with the requirements in Section 37 (51) 1 of the *Planning Act, 1990*, as amended, the balances in the City's Airport and Parking DC Reserves were transferred to the City's Community Benefits Charge Transition Reserve which is part of the Community Benefits Charges Special Account required under Section 37(42) of the *Planning Act, 1990*, as amended. This transfer is further detailed in FCS23054.

Any DC exemptions authorized by Council through DC By-law 19-142 (e.g. reduced industrial rate) or through a Council meeting (i.e. exemptions for non-profits) are required to be recovered through other sources. Council has approved amounts in the Rates and Tax Capital Budgets to enable staff to recover a portion of these exemptions. A 10-year (2013-2022) summary of the exemptions is included as Appendix "E" to Report FCS23035. Appendix "E" to Report FCS23035 shows that the total exemptions provided in 2022 has increased by \$11.18 M from \$39.41 M in 2021 to \$50.59 M in 2022.

The City's backlog of unfunded DC exemptions is highlighted in Appendix "E" to Report FCS23035. As of December 31, 2022, the City has \$58.81 M in unfunded discretionary DC exemptions. Through Report FCS22042(b), Council approved the transfer of \$8.88 M from the 2022 year-end surplus to fund 2022 discretionary exemptions. The 2023 Tax Supported Capital Budget (Report FCS22081) has been updated with a strategy to address the remaining funding shortfall in historical discretionary Development Charges (DC) exemptions.

Beginning in 2023, the Capital Financing Plan incorporates an additional \$6.5 M per year over an eight-year period (ending in 2030) as dedicated funding for DC exemptions.

As of January 1, 2020, DC rates and exemptions applicable to a development are based on the complete application date of a Site Plan Application or a Site-specific Zoning Amendment, only where such application is applied for on or after January 1, 2020 and where the building permit is issued within two years following the approval of said application. This rate freeze has been legislated by the Province and is found within Section 26.2 of the DC Act.

While interest is applicable to the locked-in DC rate from the date of the related planning application to the date of building permit issuance, it means that the Downtown Hamilton CIPA exemption, in effect at planning application date, will continue to apply potentially years later when the building permit is issued. Therefore, this legislated change will further increase the amount of time to balance in-year budgeted DC exemption funding with in-year exemptions provided.

**SUBJECT: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 7 of 11**

Table 2 provides the accounting DC reserve balance at December 31, 2022, the approved funding that has not yet been transferred to projects, the debt funding that has not yet been incurred and the adjusted DC reserve balances.

Table 2- DC Adjusted Balance as at December 31, 2022				
DC Service	Dec. 31/22 Balance (\$)	Adjustments		Adjusted Balance (\$)
		Direct Capital Funding (\$)	DC Debt (\$)	
Water Services	74,939,322	(27,772,338)	(88,040,500)	(40,873,516)
Wastewater Services	114,475,939	(1,239,862)	(27,283,530)	85,952,547
Linear Wastewater	49,727,666	(7,976,420)	(225,009,898)	(183,258,652)
Storm Water	57,151,516	(30,869,948)	(37,340,000)	(11,058,432)
Roads	75,379,076	(40,053,754)	(90,385,099)	(55,059,776)
Public Wks&Roll Stock	8,468,954	(656,139)	-	7,812,815
Transit Services	12,854,963	(1,535,253)	(37,998,000)	(26,678,290)
Airport	-	-	-	-
Fire Protection	5,036,704	(555,601)	(18,813,800)	(14,332,697)
Police Services	4,496,500	(585,485)	(15,005,000)	(11,093,985)
Ambulance Services	(87,042)	-	(4,743,000)	(4,830,042)
Outdoor Recreation	2,622,878	(3,615,004)	(24,675,000)	(25,667,126)
Indoor Recreation	30,443,173	(12,069,199)	(12,319,500)	6,054,474
Library Services	7,096,161	-	(5,310,500)	1,785,661
Admin Studies	(4,083,154)	(5,789,397)	(790,000)	(10,662,551)
Burlington Road	6,369,708	-	(25,694,000)	(19,324,292)
Homes for Aged	7,230,884	(7,246,739)	-	(15,855)
Health	886,660	-	-	886,660
Social&Child	987,787	-	-	987,787
Housing	13,229,391	-	-	13,229,391
Parking	-	(23,067)	-	(23,067)
Provincial Offences Act	(191,092)	-	-	(191,092)
Hamilton Conservation Authority	44,725	-	-	44,725
Waste Diversion	5,102,392	(91,131)	(2,303,000)	2,708,261
Dundas/Waterdown SAC	(5,151,554)	-	-	(5,151,554)
GO Transit	96,523	-	-	96,523
TOTAL	467,128,080	(140,079,338)	(615,710,827)	(288,662,085)

Note: The DC Reserve Policy (Report FCS13035) permits the General Manager of Finance and Corporate Services to change approved DC funding from debt funded to reserve funded in order to maintain the sustainability of the DC reserves. Table 2 reflects current estimates under this authority.

As seen in Table 2, if all approved direct capital funding (\$140.08 M) were allocated to the approved projects and approved debt funding (\$615.71 M) were to be cash funded from the DC reserves, the 2022 DC reserves adjusted balance would be a deficit balance of \$288.66 M, which represents a decrease of \$162.61 M from 2021.

**SUBJECT: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 8 of 11**

Of note, the funding commitments (including debt) are only included in the Capital Budgets to the extent that current (and future) DC collections can be expected to fund the commitments. Should development activity vary from the existing development forecasts, staff would ensure that future years' collections can meet existing commitments or undertake a review to determine which growth projects can be deferred. Staff will undertake a review related to the changes to the DC Act from the *More Homes Built Faster Act, 2022* (Bill 23) and report back to Council with recommendations.

A new requirement for 2023 opening DC Reserve balances (2022 closing DC reserve balances), contained in s.s. 35(2) of the DC Act, requires municipalities to spend or allocate at least 60 percent of the monies that are in a reserve fund relating to Water Supply services, Wastewater services, and Services related to a highway. In tandem, Schedule 61 of Municipal Financial Information Returns (FIR) was updated to include detail about DC commitments. Table 3 details information used in preparation of Schedule 61 of the City's 2022 FIR and demonstrates the City's satisfaction of s.s. 35(2) as each service area is well above the 60 percent threshold.

Service	A						B		A / B
	DC Reserve Funding Commitments	DC Debt Funding Commitments	Future Debt Commitments	Existing Debt Commitments	Future Capital Commitments	TOTAL Commitments	Closing Balance of Reserve Fund(s) 2022	% of Service Allocated	
Roads	\$ 40,053,754	\$ 90,385,099	\$ 42,863,379	\$ 19,364,963	\$ 237,940,985	\$ 430,608,179	\$ 75,379,076	571%	
Wastewater Services	\$ 1,239,862	\$ 27,283,530	\$ 181,281,723	\$ -	\$ -	\$ 209,805,115	\$ 114,475,939	183%	
Wastewater Linear Services	\$ 7,976,420	\$ 225,009,898	\$ 31,364,200	\$ 1,296,544	\$ 5,785,000	\$ 271,432,062	\$ 49,727,665	546%	
Water Services	\$ 27,772,338	\$ 88,040,500	\$ 125,482,858	\$ 277,423	\$ 10,865,250	\$ 252,438,369	\$ 74,939,322	337%	
TOTAL	\$ 77,042,374	\$ 430,719,027	\$ 380,992,161	\$ 20,938,930	\$ 254,591,235	\$ 1,164,283,726	\$ 314,522,002	370%	

Newly introduced in 2022, O.Reg 82/98 s.s. 12 (3) 2 to the DCA requires municipalities to state "whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law".

As per Table 6-7 of the 2019 DC Background Study there was \$1.2 B in DC funding expected over the 2019-2023 period; adjusted for edits through the DC Update Study dated March 5, 2021, this amount is adjusted to \$1.3 B.

Staff first reviewed the amount of funds to be inflowed to the DC reserves over the 2019-2023 period; inflows consist of DC collections, interest, and City funding of discretionary exemptions. \$0.75 B is forecasted to be received into the DC reserves, a little more than 40% less than what the DC study forecasted would be spent on eligible capital projects. Therefore, since the City has not collected enough to support the expenses planned in the 2019 DC Background Study, it can generally be expected that

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the City will not fund to the level planned in the 2019 DC Background Study (as adjusted), although debt is often used to bridge timing differences.

The DC funding for all services over the 2019-2023 period was reviewed and, aside from the exceptions noted below, all services are expected to incur +/- 15% of the estimated capital costs from the 2019 DC Background Study (as adjusted).

Services forecasted to spend up to ~40% less than what was forecasted in the 2019 DC Study (as adjusted) and which are explained by keeping spending in line with the pace of growth:

- Storm Water Services (\$27 M, 18 % less)
- Water Services (\$77 M, 38% less)
- Police Services (\$3 M, 16% less)
- Indoor Recreation Services (\$21 M, 38% less)
- Library Services (\$5 M, 42% less)

Roads (Services related to a highway) is forecasted to spend \$176 M (48%) less in the 2019-2023 period versus the amount in the 2019 DC Background Study (as adjusted). The majority of the difference is explained by keeping spending in line with the pace of growth. However, there is one project that can be singled out for explanation. The Rail Grade Separation project (\$9.6 M in period costs in the 2019 DC Background Study) in is on hold due to a lack of staff resources.

Public Works and Rolling Stock is forecasted to spend \$16 M (70%) less in the 2019-2023 period versus the amount in the 2019 DC Background Study (as adjusted). This is largely a timing difference as the planned Water & Wastewater office/storage expansion (\$17 M in the 2019 DC Background Study) has yet to be programmed into the capital budget.

Housing Services is forecasted to spend \$21.97 M (95%) less in the 2019-2023 period versus the amount in the 2019 DC Background Study (as adjusted). Housing has experienced delays in getting projects approved and therefore they are not included in the capital budget forecast; while net costs estimated by the 2019 DC Study are still expected in the long run, to date there has been minimal DC funding provided to housing projects.

Waste Diversion Services is forecasted to spend \$13.3 M (81%) less in the 2019-2023 period versus the amount in the 2019 DC Background Study (as adjusted). The primary driver of this variance is the Material Recycling Facility Lifecycle Replacement & Upgrades project for which the 2019 DC Study estimated \$8.2M of DC Financing; the project has experienced almost nil to date. This is because Waste Diversion Services is transitioning out of recycling in 2025 and does not know what the future of the facility is. Consequently, there has been no budget dedicated to replace or upgrade the facility.

**SUBJECT: Development Charges Reserves Status Report as of
December 31, 2022 (FCS23035) (City Wide) – Page 10 of 11**

Another new requirement per O.Reg 82/98, Section 12 (3) 3. to the DC Act requires municipalities to state, regarding any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, why there was no spending during the year. For the purpose of these comments spending is defined as direct capital financing and payments covering external debt.

With respect to Airport and Parking services, as previously discussed in Report FCS23035, these services have had their balances transferred to the Community Benefits Charge Transition Reserve. Current and future spending will occur through Community Benefits Charge reserves rather than development charge reserves. Burlington Road did not realize any spending during the year but has significant DC Debt commitments as seen in Table 2 which will utilize the balance once the debt is issued. Dundas / Waterdown SAC had all spending completed by 2017 and thus the reserve represents that amount remaining to be recovered from previous spending. Accordingly, it did not see any spending.

Lastly, Health, as well as, Social and Child services have less than \$1 M in reserve balances, respectively, as seen in Appendix “A” to Report FCS23035. These services do not collect substantial development charges, which is also demonstrated in Appendix “A”. Consequently, it is reasonable that there was no spending through these DC reserves this year.

ALTERNATIVES FOR CONSIDERATION

Not applicable.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and Participation

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

Economic Prosperity and Growth

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

Built Environment and Infrastructure

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

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December 31, 2022 (FCS23035) (City Wide) – Page 11 of 11**

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 FCS23035 – Development Charges Reserve Funds for the period of January 1, 2022 to December 31, 2022

Appendix “B” to Report FCS23035 – Revenue Sources for Development Charges Funded Projects for the Year ended December 31, 2022

Appendix “C” to Report FCS23035 – Development Charges Project Funding by Reserve, December 31, 2022

Appendix “D” to Report FCS23035 – Development Charges Capital Projects’ Closing Summary for the Year ended December 31, 2022

Appendix “E” to Report FCS23035 – Ten Year Development Charges Exemption Summary, Ten Year History

CITY OF HAMILTON
Development Charges Reserve Funds
For the period of January 1, 2022 to December 31, 2022

Positive values indicate a cash balance, negative values indicate deficit balances or withdrawals

	Service	Balance as at	Interest	Collections	External Debt	Other Transfers	Capital	Balance as at
		Jan 1/22				Note 1	Financing	Dec 31/22
		\$	\$	\$	\$	\$	\$	\$
	Water Services	63,742,809	1,498,246	8,109,697	(61,251)	3,346,115	(1,696,295)	74,939,322
	Wastewater Services	101,530,887	2,393,004	9,292,797	-	1,571,195	(311,944)	114,475,939
	Linear Wastewater	34,990,463	831,047	12,420,479	(264,824)	2,150,817	(400,286)	49,727,666
	Storm Water	43,986,221	1,089,636	17,577,912	(197,617)	2,041,946	(7,346,583)	57,151,516
	Roads	51,690,154	1,232,487	25,264,888	(6,782,796)	10,840,469	(6,866,126)	75,379,076
	Public Wks&Roll Stock	6,331,393	153,192	1,378,977	-	1,021,572	(416,180)	8,468,954
	Transit Services	7,428,023	192,690	3,294,804	-	2,424,540	(485,094)	12,854,963
Note 1	Airport	4,767,296	85,385	407,206	-	(5,259,887)	-	-
Note 2	Fire Protection	4,133,015	102,309	795,001	(706,547)	742,239	(29,314)	5,036,704
	Police Services	3,165,093	78,441	901,467	(284,809)	656,842	(20,535)	4,496,500
	Ambulance Services	(88,548)	(3,693)	287,220	(56,962)	81,942	(307,000)	(87,042)
	Outdoor Recreation	616,995	8,230	4,170,969	-	1,015,373	(3,188,690)	2,622,878
Note 2	Indoor Recreation	19,552,913	500,162	7,926,733	-	2,240,987	222,378	30,443,173
	Library Services	3,274,665	95,634	2,017,811	(281,493)	1,989,544	-	7,096,161
	Admin Studies	(3,576,154)	(96,280)	712,707	(61,178)	530,442	(1,592,692)	(4,083,154)
	Burlington Road	5,343,950	126,545	899,213	-	-	-	6,369,708
	Homes for Aged	6,745,954	159,947	241,239	-	85,601	(1,858)	7,230,884
	Health	861,412	20,283	4,148	-	816	-	886,660
	Social&Child	936,163	22,119	24,661	-	4,845	-	987,787
	Housing	11,784,390	282,105	1,162,091	-	222,630	(221,825)	13,229,391
Note 1	Parking	7,842,576	139,943	442,158	-	(8,424,676)	-	-
	Provincial Offences Act	(93,308)	(2,229)	68,835	(211,200)	46,811	-	(191,092)
Note 1	Hamilton Conservation Authority	247,379	5,318	-	-	(207,973)	-	44,725
	Waste Diversion	3,565,817	89,615	1,189,127	-	466,449	(208,616)	5,102,392
	Subtotal	378,779,558	9,004,136	98,590,142	(8,908,677)	17,588,638	(22,870,658)	472,183,111
	GO Transit							
	GO Transit	62,455	97	486,485	(452,513)	-	-	96,523
	Subtotal	62,455	97	486,485	(452,513)	-	-	96,523
	Special Area Charges							
	Dundas/Waterdown SAC	(5,251,300)	(128,653)	228,399	-	-	-	(5,151,554)
	Subtotal	(5,251,300)	(128,653)	228,399	-	-	-	(5,151,554)
	Grand Total	373,590,713	8,875,579	99,305,026	(9,361,191)	17,588,638	(22,870,658)	467,128,080

Variances in totals and between schedules may exist due to rounding

Note 1 Other Transfers includes all internal borrowing transactions, DC Exemption funding, transfers to operating, the transfer of Airport and Parking balances to Community Benefits Charges and all HCA refunds.

Note 2 Borrowings from the DC Reserves for non-growth items:

\$6 million in non-growth funds related to the Mohawk Sports Park 4-pad Arena were borrowed from DC reserves 110320 and 110312 in 2005 to be repaid over 20 years with interest at 5.245%. The annual debt charges are recovered from the rental income from the Mohawk Sports Quad Pad Arena.

The following illustrates what the year end reserve balances would be without the borrowings and repayments.

	Reserve #	110320	110312
2022 year end balance		29,254,279	3,710,083
Borrowings		(4,000,000)	(2,000,000)
Repayments to date (principal)		3,339,193	1,669,596
Repayments to date (interest)		2,426,523	1,213,261
2022 year end balance adjusted for borrowings		<u>27,488,564</u>	<u>2,827,225</u>

CITY OF HAMILTON
 Revenue Sources for Development Charges Funded Projects
 for the year ended December 31, 2022

PROJECT ID	DESCRIPTION	DEV. CHARGES YTD	DEBT DEV. CHARGES YTD	SUBSIDIES	OTHER REVENUES	CURRENT BUDGET CONTRIBUTION	DEBENTURE FINANCING	RESERVE FINANCING	TOTAL REVENUES
		\$	\$	\$	\$	\$	\$	\$	\$
3380053000	CityHousing DC Transfers	221,825	0	0	0	0	0	0	221,825
3381980901	Development Charge Appeals	4,224	0	0	0	0	0	0	4,224
3382155301	2021 DC Bylaw Studies	116,254	0	0	0	0	0	0	116,254
3620374100	SC-Strm Drainage Watercourse 7	2,364,004	0	0	0	0	0	0	2,364,004
3762055001	Police Space Feasibility Study	20,535	0	0	0	0	0	0	20,535
4030680680	Springbrook Ave Urbanization	693	0	0	0	0	0	0	693
4030780741	Binbrook Rd Roundabout	311,144	0	0	0	0	0	0	311,144
4030980978	Growth Related Studies	76,368	0	0	0	0	0	0	76,368
4031055057	Airport Employment - Ph 3&4 EA	7,025	0	0	0	0	0	0	7,025
4031280288	Mountain Brow Rd-Waterdown	1,628,418	0	0	0	75,000	0	66,100	1,769,518
4031280294	Hwy 5 & 6 Interchg EA & Improv	693	0	0	0	0	0	0	693
4031380377	Arvin - McNeilly to 350m W	0	0	0	0	23,071	0	0	23,071
4031380389	North-South Rd EA (connection)	693	0	0	0	0	0	0	693
4031380390	East-West Corridor Waterdown	2,679,717	0	0	0	500,000	0	0	3,179,717
4031380391	North Service Road Green Road	(20,730)	0	0	0	0	0	0	(20,730)
4031380392	North Service Road Millen Road	(21,241)	0	0	0	0	0	0	(21,241)
4031580585	Twenty Rd Extension Sched C EA	21,693	0	0	0	0	0	0	21,693
4031580587	Fifty Road EA	6,898	0	0	0	0	0	0	6,898
4031580594	First Rd W - Green Mtn to Mud	457,026	0	0	0	0	0	0	457,026
4031780582	2017 Develpmnt Rd Urbanization	693	0	0	0	(18,099)	0	0	(17,406)
4031880582	2018 Develpmnt Rd Urbanization	693	0	0	0	0	0	0	693
4031880883	Dickenson Road Class EA	170,056	0	0	0	0	0	0	170,056
4031980783	Glancaster EA Garner to Dicken	198,521	0	0	0	0	0	0	198,521
4031980951	Springbrook Ave Ph 2	693	0	0	0	0	0	0	693
4031980985	Miller Drive Urbanization	374,688	0	0	0	0	0	0	374,688
4032011028	Southcote-Garner to Hwy 403 BR	87,480	0	0	0	2,284,000	0	325,600	2,697,080
4032011222	Annual New Sidewalk Program	449	0	0	0	(19,556)	0	0	(19,107)
4032080080	Twenty EA Up James-Glancaster	693	0	0	0	0	0	0	693
4032080089	Book EA - Hwy 6 to Glancaster	25,693	0	0	0	0	0	0	25,693
4032080288	Up Well-Stone Church-Limeridge	14,407	0	0	0	0	0	0	14,407
4032080582	2020 Develpmnt Rd Urbanization	693	0	0	0	0	0	0	693
4032111222	Annual New Sidewalk Program	51,992	0	0	0	53,464	0	0	105,456
4032121350	Fleet Additions - Roads O&M	400,000	0	0	0	0	0	0	400,000
4032155140	Dickenson EA	5,236	0	0	0	0	0	0	5,236
4032155180	Airport Road Class EA	693	0	0	0	0	0	0	693
4032180582	2021 Develpmnt Rd Urbanization	10,757	0	0	0	0	0	0	10,757
4032255242	Transportation Network Review	13,069	0	0	0	0	0	0	13,069
4032255281	Southcote&Smith Collector EA	693	0	0	0	108,750	0	0	109,443
4032280253	Arvin Ave - McNeilly to Lewis	4,269	0	0	0	0	0	0	4,269
4032280280	RHBP Nebo 800m so Twenty	659	0	0	0	52,500	0	0	53,159
4032280281	Shaver - Trustwood to Garner	693	0	0	0	108,900	0	0	109,593
4032280290	Mohawk - McNiven to Hwy 403	282	0	0	0	60,000	0	0	60,282

CITY OF HAMILTON
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 for the year ended December 31, 2022

PROJECT ID	DESCRIPTION	DEV. CHARGES YTD	DEBT DEV. CHARGES YTD	SUBSIDIES	OTHER REVENUES	CURRENT BUDGET CONTRIBUTION	DEBENTURE FINANCING	RESERVE FINANCING	TOTAL REVENUES
		\$	\$	\$	\$	\$	\$	\$	\$
4140946107	Fairgrounds East - Phase 1	(289,382)	0	0	0	0	0	0	(289,382)
4141046108	Meadowlands of Ancaster - Ph 9	821	0	0	0	0	0	0	821
4141446102	Summerlea West Phase 4	64,721	0	0	0	0	0	0	64,721
4141446108	Paramount Subdivision	19,508	0	0	0	0	0	0	19,508
4141646102	Ancaster Woodlands Subd	2,770	0	0	0	0	0	0	2,770
4141646106	Winona Crossing	174	0	0	0	0	0	0	174
4141646107	Fairground West	6,586	0	0	0	0	0	0	6,586
4141746106	Foothills of Winona Ph2	42,567	0	0	0	0	0	0	42,567
4141846100	City Share of Servicing Costs	123,926	0	0	0	0	0	0	123,926
4141846102	Caterini Subdivision - Phase 1	84,396	0	0	0	0	0	0	84,396
4141846104	Orlick Aeropark Ph 1 Watermain	1,384	0	0	0	0	0	0	1,384
4141946100	City Share of Servicing	553,576	0	0	0	0	0	0	553,576
4141946102	Central Park	17,445	0	0	0	0	0	0	17,445
4142046102	Waterdown Bay - Phase 2	195,783	0	0	0	0	0	0	195,783
4142046104	555 Sanatorium Road Dev	53	0	0	0	0	0	0	53
4142146100	City Share of Servicing Costs	0	0	0	0	0	0	0	0
4142146105	Lanc Heights Ph2 City Share	75,341	0	0	0	0	0	0	75,341
4142146106	Valery Bus Park City Share	3,503	0	0	0	0	0	0	3,503
4142246101	Lancaster Heights PH 1	739,114	0	0	0	0	0	0	739,114
4142246102	Summit Park Ph11 City Share	323,916	0	0	0	0	0	0	323,916
4142246103	2070 Rymal Road East	42,429	0	0	0	0	0	0	42,429
4401356124	William Connell Community Park	683,612	0	0	0	0	0	0	683,612
4401456009	Mount Hope Park Redevelopment	55,000	0	0	0	0	0	0	55,000
4401556503	Heritage Green Sports Pk Ph II	(112,828)	0	0	0	0	0	0	(112,828)
4401756703	Mountain Brow Path	25,051	0	0	0	22,500	0	0	47,551
4401756824	William Connell Community Park	64,000	0	0	0	0	0	0	64,000
4401856806	BookjansW PropPrk-AncasterGlen	(13,496)	0	0	0	0	0	0	(13,496)
4401856819	Waterfalls Viewing	524,856	0	0	0	0	0	1,268,750	1,793,606
4401858800	Skatepark Facility - Rec Study	928,588	0	0	0	0	0	0	928,588
4401956929	HRTMP Init7-1 LmrdgeHydroTrail	9,501	0	0	0	0	0	0	9,501
4401956932	HRTMP Init15-12 MtnBrowRdLink	32,821	0	0	0	0	0	0	32,821
4401956933	HRTMP Init15-7_Hwy5-MtnBrowLnk	124,504	0	0	0	0	0	0	124,504
4402051601	Equipment Aquisitions - DC	16,180	0	0	0	0	0	0	16,180
4402056002	Skinner Pk WaterdwnSNgrhd Pk1	499,447	0	0	0	0	0	0	499,447
4402056010	Highland Rd Pk-Central Pk Dev	142	0	0	0	0	0	0	142
4402056011	Valley Community Centre Park	240,202	0	0	0	400,000	0	0	640,202
4402056024	Summit Phase 10 (Parkette)	(20,249)	0	0	0	0	0	0	(20,249)
4402156120	Cherry Beach Park	66,951	0	0	0	0	0	0	66,951
4402156121	TiffanyHillsPrkPthwytoSchool	5,088	0	0	0	0	0	0	5,088
4402156122	HRTMP Initiatives #4-4 and 5-6	2,300	0	0	0	0	0	(31,000)	(28,700)
4402156123	Citywide Park Master Plan	170,095	0	0	0	0	0	0	170,095
4402256110	Golf Links Park Ice Rink	23,756	0	0	0	30,000	0	4,000	57,756

CITY OF HAMILTON
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 for the year ended December 31, 2022

PROJECT ID	DESCRIPTION	DEV. CHARGES YTD	DEBT DEV. CHARGES YTD	SUBSIDIES	OTHER REVENUES	CURRENT BUDGET CONTRIBUTION	DEBENTURE FINANCING	RESERVE FINANCING	TOTAL REVENUES
		\$	\$	\$	\$	\$	\$	\$	\$
5182280291	SWMP SM21 Nash 2 3 Deve	693	0	0	0	0	0	0	693
5182280292	SWMP SM17 198 Highland Rd W	693	0	0	0	0	0	0	693
5301783700	HSR Bus Expansion Prgrm-10 Yr	336,000	0	0	0	0	0	0	336,000
5301785703	Limeridge Mall Terminal Redev	8,984	0	0	0	0	0	(4,863)	4,121
5302083001	HSR ExpansionBuses-Modal Split	140,110	0	0	0	0	0	20,059	160,169
6302141102	Macassa Lodge D-Wing	1,858	0	0	0	0	0	17,017,034	17,018,892
7101654603	Beverly Rec Centre & School	29,104	0	0	0	0	0	(314,423)	(285,319)
7101754508	Public Use Feasibility Study	1,836	0	0	0	0	0	0	1,836
7101754805	SirWilfridLaurier GymRepl Addn	213,232	0	0	0	0	0	0	213,232
7101854508	Public Use Feasibility Study	89,752	0	0	0	0	0	0	89,752
7101954903	Riverdale Community Hub	(464,714)	0	0	0	0	0	0	(464,714)
7401841801	Greater Flam Fire&Paramed Stn	29,314	0	0	0	0	0	0	29,314
7641951103	Ambulance Enhancement	307,000	0	0	0	0	0	34,000	341,000
8120955903	Longwood Rd-Main to Aberdeen	6,863	0	0	0	0	0	0	6,863
8121355605	Elfrida Expansion-Studies	10,997	0	0	0	0	0	0	10,997
8121655601	Barton Tiffany Design Study	6,863	0	0	0	0	0	0	6,863
8121655602	DC Study and Grids Update	6,863	0	0	0	0	0	0	6,863
8121655606	Site Plan Guidelines Update	6,863	0	0	0	0	0	0	6,863
8121755700	Woodland Protection Strategy	4,110	0	0	0	0	0	0	4,110
8121755703	James N Mobility Study Impl	6,863	0	0	0	0	0	0	6,863
8121755706	Plan & Zoning Growth Area	303,521	0	0	0	0	0	0	303,521
8121957901	Digital Planning Applications	6,863	0	0	0	0	0	0	6,863
8122055001	Grids 2 Study	6,727	0	0	0	0	0	0	6,727
8122255001	Engineering Standards Update	693	0	0	0	0	0	25,000	25,693
8122255200	UrbGrowth SecPlans & Studies	6,863	0	0	0	821,250	0	0	828,113
8140755700	Aggregate Resource Study	6,863	0	0	0	0	0	0	6,863
8140855800	Official Plan-OMB Appeal	194,270	0	0	0	0	0	197,790	392,060
8141055101	Residential Intensify Strategy	6,863	0	0	0	0	0	0	6,863
8141155103	Zoning By-law OMB Appeals	26,408	0	0	0	0	0	0	26,408
8141555600	Hamilton Growth Management Rev	142,029	0	0	0	0	0	0	142,029
8141655600	2016 CityWide Employmnt Survey	7,107	0	0	0	0	0	0	7,107
8201555100	Open for Business - City Appro	13	0	0	0	0	0	0	13
	Total	22,870,658	0	0	0	4,835,281	0	20,232,898	47,938,837

CITY OF HAMILTON
 Development Charges Project Funding by Reserve
 December 31, 2022

PROJECT ID	DESCRIPTION	Water	Wastewater - Linear	Wastewater - Facilities	Storm Water	Storm Water - Combined	Storm Water - Separated	Roads	PW & Rolling Stock	Transit	Fire Protection	Police Services	Outdoor Rec	Indoor Rec	Ambulance	Homes for the Aged	Housing	Admin	Waste Diversion	TOTAL
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
3380053000	CityHousing DC Transfers																221,825			221,825
3381980901	Development Charge Appeals																	4,224		4,224
3382155301	2021 DC Bylaw Studies																	116,254		116,254
3620374100	SC-Strm Drainage Watercourse 7				2,364,004															2,364,004
3762055001	Police Space Feasibility Study											20,535								20,535
4030680680	Springbrook Ave Urbanization							693												693
4030780741	Binbrook Rd Roundabout							311,144												311,144
4030980978	Growth Related Studies																			693
4031055057	Airport Employment - Ph 3&4 EA							703											76,368	76,368
4031280288	Mountain Brow Rd-Waterdown							1,628,418											6,323	1,628,418
4031280294	Hwy 5 & 6 Interchg EA & Improv							693												693
4031380377	Arvin - McNeilly to 350m W							0												0
4031380389	North-South Rd EA (connection)							693												693
4031380390	East-West Corridor Waterdown							2,600,258												2,600,258
4031380391	North Service Road Green Road							(20,730)												(20,730)
4031380392	North Service Road Millen Road							(21,241)												(21,241)
4031580585	Twenty Rd Extension Sched C EA							21,693												21,693
4031580587	Fifty Road EA							6,898												6,898
4031580594	First Rd W - Green Mtn to Mud							457,026												457,026
4031780582	2017 Developmnt Rd Urbanization							693												693
4031880582	2018 Developmnt Rd Urbanization							693												693
4031880883	Dickenson Road Class EA							170,056												170,056
4031980783	Glancastr EA Garner to Dicken							198,521												198,521
4031980951	Springbrook Ave Ph 2							693												693
4031980985	Miller Drive Urbanization							374,688												374,688
4032011028	Southcote-Garner to Hwy 403 BR							87,480												87,480
4032011222	Annual New Sidewalk Program							449												449
4032080080	Twenty EA Up James-Glancastr							693												693
4032080089	Book EA - Hwy 6 to Glancastr							25,693												25,693
4032080288	Up Well-Stone Church-Limeridge							14,407												14,407
4032080582	2020 Developmnt Rd Urbanization							693												693
4032111222	Annual New Sidewalk Program							51,992												51,992
4032121350	Fleet Additions - Roads O&M								400,000											400,000
4032155140	Dickenson EA							6,581											(1,345)	5,236
4032155180	Airport Road Class EA							693												693
4032180582	2021 Developmnt Rd Urbanization							10,757												10,757
4032255242	Transportation Network Review							13,069												13,069
4032255281	Southcote&Smith Collector EA							693												693
4032280253	Arvin Ave - McNeilly to Lewis							4,269												4,269
4032280280	RHBP Nebo 800m so Twenty							659												659
4032280281	Shaver - Trustwood to Garner							693												693
4032280290	Mohawk - McNiven to Hwy 403							282												282
4140946107	Fairgrounds East - Phase 1	(91,155)	(57,876)	(53,536)					(86,815)											(289,382)
4141046108	Meadowlands of Ancaster - Ph 9							821												821
4141446102	Summerlea West Phase 4	32,360	12,944		19,416															64,721
4141446108	Paramount Subdivision							19,508												19,508
4141646102	Ancaster Woodlands Subd							2,770												2,770
4141646106	Winona Crossing							174												174
4141646107	Fairground West	3,293	1,317		1,976															6,586
4141746106	Foothills of Winona Ph2	13,408	8,513	7,875				12,770												42,567
4141846100	City Share of Servicing Costs	39,037	24,785	22,926				37,178												123,926
4141846102	Caterini Subdivision - Phase 1	26,585	16,879	15,613				25,319												84,396
4141846104	Orlick Aeropark Ph 1 Watermain							1,384												1,384
4141946100	City Share of Servicing	174,377	110,715	102,412				166,073												553,576
4141946102	Central Park	5,495	3,489	3,227				5,233												17,445
4142046102	Waterdown Bay - Phase 2							195,783												195,783
4142046104	555 Sanatorium Road Dev				53															53
4142146100	City Share of Servicing Costs																			0
4142146105	Lanc Heights Ph2 City Share	23,733	15,068	13,938				22,602												75,341
4142146106	Valery Bus Park City Share					3,503														3,503
4142246101	Lancaster Heights PH 1					631,466		107,648												739,114
4142246102	Summit Park Ph11 City Share					323,916														323,916
4142246103	2070 Rymal Road East	42,429																		42,429
4401356124	William Connell Community Park												683,612							683,612
4401456009	Mount Hope Park Redevelopment												55,000							55,000
4401556503	Heritage Green Sports Pk Ph II												(112,828)							(112,828)
4401756703	Mountain Brow Path							25,051												25,051
4401756824	William Connell Community Park												64,000							64,000
4401856806	BookjansW PropPrk-AncasterGlen												(13,496)							(13,496)
4401856819	Waterfalls Viewing												524,856							524,856
4401858800	Skatepark Facility - Rec Study												928,588							928,588
4401956929	HRTMP Init7-1 LmrldgHydroTrail							9,501												9,501
4401956932	HRTMP Init15-12 MtnBrowRdLink							32,821												32,821
4401956933	HRTMP Init15-7_Hwy5-MtnBrowLnk												124,504							124,504
4402051601	Equipment Aquisitions - DC								16,180											16,180
4402056002	Skinner Pk WaterdwnSNgrhd Pk1												499,447							499,447
4402056010	Highland Rd Pk-Central Pk Dev												142							142

CITY OF HAMILTON
 Development Charges Project Funding by Reserve
 December 31, 2022

PROJECT ID	DESCRIPTION	Water	Wastewater - Linear	Wastewater - Facilities	Storm Water	Storm Water - Combined	Storm Water - Separated	Roads	PW & Rolling Stock	Transit	Fire Protection	Police Services	Outdoor Rec	Indoor Rec	Ambulance	Homes for the Aged	Housing	Admin	Waste Diversion	TOTAL	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
5181580596	Green Mtn-Morrissey-First Rd W				(388,386)		388,386														0
5181780090	Annual SWM Program				(699,581)		700,274														693
5181780785	RHBP - Dartnall-Stone to Rymal				25,155																25,155
5181880090	2018 Annual Storm Water Mngmnt				10,483																332,191
5181880871	Borer's Creek Channel																				693
5181980090	Annual SWM Program						693														693
5181980961	Roxborough Storm Outlet						693														693
5181980981	SWMP - W1 (Waterdown Bay Ph2)				436,780		693														437,473
5181980983	SWMP - W3 (Waterdown Bay Ph2)				(650)		693														43
5181980985	SWMP - W5 (Waterdown Bay Ph2)						693														693
5182080090	Annual SWM Program						693														693
5182180090	Annual SWM Program						693														693
5182180280	Airport-Homestead-Mountaingate						448,447														448,447
5182180285	SWMP - SM20				1,034,578		693														1,035,271
5182280291	SWMP SM21 Nash 2 3 Deve						693														693
5182280292	SWMP SM17 198 Highland Rd W						693														693
5301783700	HSR Bus Expansion Prgrm-10 Yr									336,000											336,000
5301785703	Limeridge Mall Terminal Redev									8,984											8,984
5302083001	HSR ExpansionBuses-Modal Split									140,110											140,110
6302141102	Macassa Lodge D-Wing																1,858				1,858
7101654603	Beverly Rec Centre & School													29,104							29,104
7101754508	Public Use Feasibility Study																	1,836			1,836
7101754805	SirWilfridLaurier GymRepl Addn													213,232							213,232
7101854508	Public Use Feasibility Study																	89,752			89,752
7101954903	Riverdale Community Hub													(464,714)							(464,714)
7401841801	Greater Flam Fire&Paramed Stn										29,314										29,314
7641951103	Ambulance Enhancement														307,000						307,000
8120955903	Longwood Rd-Main to Aberdeen																	6,863			6,863
8121355605	Elfrida Expansion-Studies																	10,997			10,997
8121655601	Barton Tiffany Design Study																	6,863			6,863
8121655602	DC Study and Grids Update																	6,863			6,863
8121655606	Site Plan Guidelines Update																	6,863			6,863
8121755700	Woodland Protection Strategy													4,110							4,110
8121755703	James N Mobility Study Impl													6,863							6,863
8121755706	Plan & Zoning Growth Area													303,521							303,521
8121957901	Digital Planning Applications																	6,863			6,863
8122055001	Grids 2 Study																	6,727			6,727
8122255001	Engineering Standards Update																	693			693
8122255200	UrbGrowth SecPlans & Studies																	6,863			6,863
8140755700	Aggregate Resource Study																	6,863			6,863
8140855800	Official Plan-OMB Appeal																	194,270			194,270
8141055101	Residential Intensify Strategy																	6,863			6,863
8141155103	Zoning By-law OMB Appeals																	26,408			26,408
8141555600	Hamilton Growth Management Rev																	142,029			142,029
8141655600	2016 CityWide Employmnt Survey																	7,107			7,107
8201555100	Open for Business - City Appo																	13			13
																					0
TOTAL		1,696,295	400,286	311,944	4,433,872	693	2,912,018	6,866,126	416,180	485,094	29,314	20,535	3,188,690	(222,378)	307,000	1,858	221,825	1,592,692	208,616		22,870,658

Project ID	Description	Budget (\$)	Final Funding (\$)								Total
			DC Reserve Funding	DC Debt Funding	Reserve Financing	Other Revenue	Federal Contribution	Provincial Contribution	Current Budget Contribution	Debenture Financing	
5160795757	Centennial Trnk Swr-WW14,WW33	84,200,000	58,000,000	25,481,739	1						83,481,740
5160966912	Decomision Waterdown WWTP-WW08	3,956,965							2,896,965		2,896,965
5161280292	SS Rd Sewer - Fyling J-Pilot	2,840,000	1,800,000								1,800,000
5161480480	Cormorant San Sewer Extension	620,000	568,822								568,822
5180680685	SWMP-A15 Meadowlands IV Pond	1,620,000	1,620,000								1,620,000
5180880864	SWMP W6 North - Parkside Hills	511,090	491,288								491,288
5180955943	Grids 2ndary Plan&Trans MP EA	25,564							25,564		25,564
5180980980	SWMP Program	2,791,019	2,791,019								2,791,019
5180980983	SWMP H8 -N of Rymal At Quarry	1,742,070	1,742,070								1,742,070
5181180090	2011 Annual Storm Water Mngmnt	7,264,053	7,090,854								7,090,854
5181280280	SWMP A20 Limestone Manor	570,000	411,457								411,457
5181380090	2013 Annual Storm Water Mngmnt	2,983,522	2,204,439								2,204,439
5181380377	Arvin - McNeilly to 350m W	540,000	324,532				20,781				345,313
5181380390	Highland - Upper Mount Albion	850,000	850,000								850,000
5181480485	SWMP - H-9 Mewburn-Sheldon	3,208,458	2,672,549								2,672,549
5181580090	2015 Annual Storm Water Mngmnt	5,063,317	5,063,317								5,063,317
5181780785	RHBP - Dartnall-Stone to Rymal	1,070,155	975,155						95,000		1,070,155
5181880870	Lewis Rd Culvert near Barton	660,000	628,680								628,680
5181980960	RR56 and Swayze Rd	3,320,000	3,313,942								3,313,942
7101254201	Scott Park-New Senior Centre	24,557,420	7,150,000			15,907,420	680,000		820,000		24,557,420
7101654603	Beverly Rec Centre & School	1,485,577	1,480,000			5,577					1,485,577
7101654609	Greenville Rec Centre&School	2,379,246	562,000			400,000			276,246		1,238,246
7101754508	Public Use Feasibility Study	151,836	109,836						42,000		151,836
7101754701	Glanbrook Arena Elevator	819,831						130,791	619,831		750,622
7101758002	Alexander Park Splashpad	771,598				159,469		93,958	383,263		636,690
7101841800	Prks North Yrd at Bayfront Prk	4,762,133	1,969,000			2,315,000			478,133		4,762,133
7101854803	Domenic Agostino Riverdale Com	403,794							39,294		39,294
Total		222,463,151	127,586,641	29,750,984	24,502,272	10,631,176	1,177,749	0	11,507,972	0	205,156,794

**Development Charges Capital Projects Proposed for Closure through FCS22079(b)
for the year ended December 31, 2022**

Note 3

Project ID	Description	Budget (\$)	Final Funding (\$)								Total
			DC Reserve Funding	DC Debt Funding	Reserve Financing	Other Revenue	Federal Contribution	Provincial Contribution	Current Budget Contribution	Debenture Financing	
4031780180	Mohawk - Wilson to Hwy 403	150,000	90,000						60,000		150,000
4141246100	City Share of Servicing Costs	37,854									0
4141346100	City Share of Servicing Costs	1,692,815									0
4141446100	City Share of Servicing Costs	1,274,492									0
4141446108	Paramount Subdivision	19,508	19,508								19,508
4141546100	City Share of Servicing Costs	2,253,556									0
4141546101	The Crossings	115,553	115,553								115,553
4401256126	Shaver Neighbourhood Pk Dev	1,832,067	816,684			85,918			929,450		1,832,052
4401856812	Spencer Creek Estates (14)	290,000	261,000						29,000		290,000
4402051601	Equipment Aquisitions - DC	247,000	179,861								179,861
4402256112	Rennie St Works Yard - Park	100,000									0
4662020020	New Signal - Rymal @ Arrowhead	180,000	160,300						10,000		170,300
5161096011	2010 Intnsificatn Infra Upgrad	924,436	400,000						524,436		924,436
5161996011	Intensification Infra Upgrades	298,493	98,493						200,000		298,493
7101554510	Dundas JLGrightmire Arena Reno	7,047,900	1,000,000			1,000,000			1,047,900	4,000,000	7,047,900
7101854508	Public Use Feasibility Study	150,000	108,000						42,000		150,000
Total		16,613,674	3,249,399	0	1,085,918	0	0	0	2,842,786	4,000,000	11,178,103

Notes:

- [1]: Where a project was identified to be debt funded, but debt had not yet been issued for the project, the project was closed and the debt funding recorded in a holding account to be funded with the next City debt issuance
- [2]: This summary includes projects closed through the 2022 Capital Projects Closing Reports FCS22079, FC22079(a), and FCS21080(b)
- [3]: This summary includes projects proposed for closure through FC22079(b)
- [4]: Where excess funding was approved/identified through the closing report the budget has been adjusted on this schedule

CITY OF HAMILTON
10 Year Development Charges Exemption Summary

10 Year History

	2013-2017	2018	2019	2020	2021	2022	10 Year Total
DC Exemptions By Area							
Hamilton	\$ 61,012,126	\$ 7,910,391	\$ 29,929,989	\$ 17,596,731	\$ 26,541,751	\$ 31,772,965	\$ 174,763,953
Stoney Creek	12,055,898	571,919	582,847	1,011,190	777,993	4,615,771	19,615,617
Flamborough	14,180,895	6,753,806	3,608,418	5,271,469	5,493,663	5,461,637	40,769,890
Ancaster	5,837,161	2,530,883	1,464,329	4,671,298	2,885,312	654,523	18,043,505
Glanbrook	7,214,867	483,534	5,458,725	12,682,093	3,662,240	7,586,188	37,087,646
Dundas	1,303,937	132,483	297,593	74,586	45,942	494,120	2,348,661
Total Exemptions By Area	\$ 101,604,884	\$ 18,383,016	\$ 41,341,901	\$ 41,307,367	\$ 39,406,901	\$ 50,585,204	\$ 292,629,273

DC Act Statutory Exemptions							
Residential Intensification	\$ 4,667,151	\$ 2,634,333	\$ 3,086,550	\$ 3,972,243	\$ 6,171,774	\$ 9,887,618	\$ 30,419,669
50% Industrial Expansion - Attached	10,303,722	1,512,450	303,275	3,564,391	548,076	3,004,353	19,236,267
Rental	-	-	-	-	-	332,903	332,903
Non-Profit Housing	-	-	-	-	-	121,272	121,272
Public University	-	-	-	-	-	13,247,325	13,247,325
Subtotal DC Act Statutory Exemptions	\$ 14,970,873	\$ 4,146,783	\$ 3,389,825	\$ 7,536,634	\$ 6,719,850	\$ 26,593,472	\$ 63,357,436

Council Authorized							
Residential Exemptions							
Affordable Housing	\$ 790,046	\$ 525,460	\$ 1,341,836	\$ -	\$ 2,560,538	\$ 130,961	\$ 5,348,841
Farm Help Houses ^[2]	53,730	-	-	-	-	-	53,730
Student Residence ^[2]	2,268,765	-	-	489,308	-	-	2,758,073
Redevelopment for residential facility	17,089	-	-	20,045	35,305	-	72,438
Laneway House / Garden Suite ^[2]	-	-	-	43,489	-	-	43,489
Non-Residential (NR) Exemptions							
Industrial rate reduced from max	6,886,642	1,955,378	6,144,739	19,057,768	11,338,578	11,174,297	56,557,403
Stepped non-industrial rates	5,264,066	1,641,659	1,329,341	52,844	151,958	90,221	8,349,647
Non-industrial expansion	3,026,101	748,338	851,001	4,843	-	7,569	4,637,852
Academic ^[2]	9,907,163	1,407,708	2,463,843	-	-	-	13,778,714
Public Hospital ^[2]	10,870	-	-	-	-	-	10,870
Agricultural Use	11,980,637	6,905,765	4,367,557	3,161,098	5,002,465	4,364,227	35,781,748
Place of Worship	884,669	115,043	24,670	750,922	1,165,862	9,261	2,950,426
Parking Structure ^[2]	3,841,662	-	-	-	-	-	3,841,662
Covered Sports Field ^[2]	-	-	-	-	-	-	-
50% Industrial Expansion - Detached	-	-	-	-	569,295	155,202	724,497
Residential & Non-residential (NR) Exemptions							
Downtown Hamilton CIPA	25,741,399	493,249	20,157,605	8,694,113	8,499,377	7,239,353	70,825,095
Downtown Public Art	916,574	-	-	-	4,422	-	920,996
Heritage Building	337,372	-	-	-	260,448	-	597,820
Transition Policy	12,381,176	443,634	1,271,486	1,496,304	3,098,804	1,001,083	19,692,486
Council Granted	2,038,785	-	-	-	-	-	2,038,785
ERASE ^[1]	287,265	-	-	-	-	-	287,265
Subtotal Council Authorized Exemptions	\$ 86,634,011	\$ 14,236,233	\$ 37,952,076	\$ 33,770,733	\$ 32,687,051	\$ 23,991,733	\$ 229,271,837
Total Exemptions By Development Type	\$ 101,604,884	\$ 18,383,016	\$ 41,341,901	\$ 41,307,367	\$ 39,406,901	\$ 50,585,204	\$ 292,629,273

DC Exemption Funding							
Exemptions funded from Rates Budget	\$ 38,070,599	\$ 4,979,919	\$ 9,000,000	\$ 8,000,000	\$ 9,000,000	\$ 9,000,000	\$ 78,050,518
Exemptions funded from Tax Budget ^[3]	6,000,000	5,525,460	7,841,836	8,500,000	11,060,538	10,130,961	49,058,795
Exemptions funded from Council (Rate portion)	18,895	-	-	-	-	-	18,895
Exemptions funded from Council (Tax portion)	23,243	-	-	-	-	-	23,243
Total DC Exemption Funding	\$ 44,112,737	\$ 10,505,379	\$ 16,841,836	\$ 16,500,000	\$ 20,060,538	\$ 19,130,961	\$ 127,151,451

Net total unfunded Exemptions	\$ 57,492,147	\$ 7,877,637	\$ 24,500,066	\$ 24,807,367	\$ 19,346,363	\$ 31,454,243	\$ 165,477,822
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CITY OF HAMILTON
10 Year Development Charges Exemption Summary

10 Year History

Prior Year DC Exemption Funding	
2017 YE Surplus allocated to NR Roads Exemptions	\$ 8,000,000
2018 Rates Exemption Funding Surplus	4,020,081
2018 YE Surplus allocated to NR Roads Exemptions	538,630
2018 YE Surplus allocated to Rates Exemption	2,700,000
2020 YE Surplus allocated to Tax Discretionary Exemptions	15,100,000
2021 YE Surplus allocated to Tax Discretionary Exemptions	12,951,576
Total Prior Year DC Exemption Funding	\$ 43,310,287
<hr/>	
Net total unfunded Exemptions (Prior Years)	\$ 122,167,535
<hr/>	
Net total Discretionary unfunded Exemptions (Prior Years)	\$ 58,810,099

Notes:

- [1] ERASE used to be grouped with other exemptions, now funding recovered through the future ERASE grant/future taxes.
- [2] These exemptions are no longer in effect.
- [3] Exemptions funded from Tax Budget includes exemptions funded from affordable housing funds.



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

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	Offsetting Parking Revenue for the City's Business Improvement Areas (PED23112) (Wards 1, 2, 3, 4, 7, 12 and 13)
WARD(S) AFFECTED:	Wards 1, 2, 3, 4, 7, 12 and 13
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY:	Norm Schleeahn Director, Economic Development Planning and Economic Development Department
SIGNATURE:	
SUBMITTED BY:	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That each of the City's 11 Business Improvement Areas (BIAs) that participate annually in the Parking Revenue Sharing Program (PRSP) be provided a grant in 2023 that is equal to the amount they received in 2022 through the PRSP, with the exception of the Locke Street BIA which would receive an amount equivalent to their 2019 Parking Revenue Sharing Grant;
- (b) That the total Grant amount of \$124,563.09 be funded from the Economic Development Capital Initiatives Budget (Account No. 3621708900).

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: Offsetting Parking Revenue for the City's Business Improvement Areas (PED23112) (Wards 1, 2, 3, 4, 7, 12 and 13) - Page 2 of 5

EXECUTIVE SUMMARY

The City of Hamilton is committed to supporting its local Business Improvement Areas (BIAs) as one component of its broader economic recovery planning. The BIAs are established through the coordination and request of the local business community, legislated through the *Municipal Act 2001* and are governed through a Board of Management which is a Local Board. Working in partnership with the BIAs, the City of Hamilton supports through dedicated staff, marketing and promotion, and various funding programs.

The BIAs are primarily self-funded through a levy placed on each commercial property located within a BIA. The City of Hamilton has also historically supplemented this funding through initiatives such as an annual Contribution to Operating Grant Program (\$89,100 per year total) and an annual grant for holiday programming (\$1,000 per BIA), as well as, a special COVID-Recovery Grant in 2021 of \$10,000 per BIA.

Another regular funding source for 11 of the city's BIAs since 2011 has been a Parking Revenue Sharing Program (PRSP) with the Hamilton Municipal Parking System (HMPS) which has consistently provided surplus parking revenues to the 11 participating BIAs each year (10% of HMPS's Prior Year's Net Annual Operating Surplus to a maximum of \$167,280 per year). The BIAs have come to rely on this annual funding to support their core programming including cleanliness, beautification, decorations, promotions, and placemaking initiatives.

Due to COVID-19 and the post pandemic economic recovery, the HMPS did not realize a net operating surplus in 2020, for which, in 2021 and 2022, Council approved recommendations to that each of the City's 11 BIAs who participate annually in the PRSP be provided a grant that was equal to the amount they received in 2020 through the PRSP, with the exception of the Locke Street BIA which would receive an amount equivalent to their 2019 Parking Revenue Sharing Grant.

With the continued impacts of the economic recovery of the pandemic, in 2022, the HMPS also did not realize a net operating surplus. It is anticipated this will create additional financial burdens on the 11 BIAs that normally participate in the PRSP. As a result, staff are recommending that each of the City's 11 BIAs who participate annually in the PRSP be provided a grant in 2023 that is equal to the amount they received in 2020, 2021 and 2022 through the PRSP, with the exception of the Locke Street BIA which would receive an amount equivalent to their 2019 Parking Revenue Sharing Grant.

Alternatives for Consideration – See Page 5

SUBJECT: Offsetting Parking Revenue for the City's Business Improvement Areas (PED23112) (Wards 1, 2, 3, 4, 7, 12 and 13) - Page 3 of 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The amount of the funding, totalling \$124,563.09, be funded from the Economic Development Capital Initiatives Budget (Account No. 3621708900).

Staffing: There are no associated staffing implications.

Legal: There are no associated legal implications.

HISTORICAL BACKGROUND

Due to the unique circumstances surrounding COVID-19 and the economic recovery from the pandemic, the BIAs in Hamilton have had to realign their budgets, projects, and priorities to support their memberships. As a component of this, the BIAs have been very reliant on past funding opportunities, one of which being the PRSP, to build their plans for promotion and recovery from the pandemic.

The Policy for Parking Revenue Sharing was approved by Council on September 29, 2010 and has been a significant grant to the 11 participating BIAs every year since. The PRSP with the HMPS which has consistently provided surplus parking revenues to the participating BIAs each year (10% of HMPS's Prior Year's Net Annual Operating Surplus to a maximum of \$167,280 per year).

Due to the lingering impacts of COVID-19, such as changing workplace and commuting patterns, the HMPS did not realize a net operating surplus in 2022; though the financial outlook is improving. Based on the revenue sharing formula, this creates a significant potential funding shortfall for the 11 participating BIAs in 2023. The participating BIAs have come to rely on their share of parking revenues to support their core programming including cleanliness and beautification, decorations, promotions, and placemaking.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

- Ancaster Village BIA;
- Barton Village BIA;
- Concession BIA;
- Dundas BIA;
- Downtown Hamilton BIA;
- International Village BIA;

SUBJECT: Offsetting Parking Revenue for the City's Business Improvement Areas (PED23112) (Wards 1, 2, 3, 4, 7, 12 and 13) - Page 4 of 5

- Locke St BIA;
- Ottawa St BIA;
- Westdale Village BIA;
- Main West Esplanade BIA;
- King West BIA; and,
- Hamilton Municipal Parking System Staff.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

With the uncertainty and pressures of the continued economic recovery, many planned expenditures and projects within the BIAs have been changed or stretched financially for 2023. BIAs are continuing to review their budgets and funding sources as they pivot, and shift plans due to the pandemic.

Understanding the significance of the PRSP to the BIAs staff has been in consultation with the BIAs and the consensus is that they are relying on this funding to be used for 2023 programming and beyond.

To support the 11 BIAs that participate in the PRSP, which include the Ancaster Village, Barton Village, Concession Street, Downtown Dundas, Downtown Hamilton, International Village, King West, Locke Street, Main West Esplanade, Ottawa Street, and Westdale Village BIAs, staff are recommending a one-time grant equivalent to the 2020 allocation they received. The Locke Street BIA underwent a significant capital infrastructure project involving complete road reconstruction in 2019 which negatively impacted their allocation in 2020 under the PRSP and does not reflect the amounts historically received.

The allocations recommended to each of the BIAs is included in Appendix "A" to Report PED23112.

As per the existing PRSP criteria, this Grant can be spent on eligible expenditures which include:

- Purchase and maintenance of street furniture on the public road allowance (benches, planters, banners, way-finding and parking signage; litter containers etc.);
- Costs for cleaning and maintaining the public road allowance including hiring of individuals;
- Purchase and maintenance of hanging flower baskets;
- Christmas decorations and their maintenance including storage costs;

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SUBJECT: Offsetting Parking Revenue for the City's Business Improvement Areas (PED23112) (Wards 1, 2, 3, 4, 7, 12 and 13) - Page 5 of 5

- Promotion of the Business Improvement Areas and their events;
- Art projects in the public realm;
- Beautification initiatives on streets/parks/pedestrian nodes;
- Free parking initiatives;
- Purchase of graffiti products;
- Improvements in municipal parking lots not necessarily within BIA boundaries (machines/meters, signage, lighting, planters etc.);
- Maintenance of gateways on public road allowance not necessarily within BIA boundaries;
- Maintenance of municipal parking lots not necessarily within BIA boundaries; and,
- Special event costs not including the hiring of an events coordinator.

ALTERNATIVES FOR CONSIDERATION

Committee and Council can decide to not allocate the funding recommended in Report PED23112 for the 11 BIAs that would normally benefit from this Program. The budgets of these BIAs would be negatively impacted, and recovery efforts and support programming would have to be decreased or eliminated.

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.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED23112 – Business Improvement Area Parking Revenue Sharing Program Allocations for 2023

CG/rb

**Appendix “A” to Report PED23112
Page 1 of 1**

**Business Improvement Area Parking Revenue Sharing Program Allocations for
2023**

To support the eleven BIAs that regularly participate in the Parking Revenue Sharing Program, staff are recommending a one-time grant equivalent to the 2020 allocation they received, other than the Locke Street BIA who it is recommended receive a grant equal to their 2019 allocation.

The allocations to each participating BIA as per this criteria will be as follows:

BIA Name	2023 Allocation
Ancaster Village	\$5,283.45
Barton Village	\$10,192.27
Concession Street	\$14,271.77
Downtown Dundas	\$24,568.94
Downtown Hamilton	\$11,250.33
International Village	\$12,362.71
King West	\$822.79
Locke Street	\$11,774.03
Main West	\$1,084.64
Ottawa Street	\$16,884.50
Westdale Village	\$16,067.66
Total	\$124,563.09



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	June 15, 2023
SUBJECT/REPORT NO:	Shoreline Protection Consulting Assignments (PW23046) (Wards 1, 2, 5 and 10)
WARD(S) AFFECTED:	Wards 1, 2, 5 and 10
PREPARED BY:	Wes Kindree (905) 546-2424 Ext. 2347
SUBMITTED BY:	Cynthia Graham Director, Environmental Services Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That in accordance with By-law 20-205 Procurement Policy as amended, Procurement Policy #5.4 section 2(d), that staff be directed to proceed with a new Request for Proposals for a roster of multiple consultancy firms specializing in coastal engineering for implementation of the Disaster Mitigation and Adaptation Funding project for Shoreline Protection Measures; and
- (b) That the General Manager, Public Works Department be authorized to negotiate, enter into and execute a Contract, and any ancillary documents required to give effect thereto, in a form satisfactory to the City Solicitor.

EXECUTIVE SUMMARY

On May 8, 2019, Report FCS19038 was approved at Council through Report 19-009, approving the funding for the Disaster Mitigation and Adaptation Fund (DMAF) project for Shoreline Protection Measures.

On May 22, 2019 Report FCS19076/PW19087 was approved at Council through Report 19-010 and included the recommendation to proceed with a modified Request for Proposals (the "Initial RFP") to consultancy firms specializing in coastal engineering for implementation of the Disaster Mitigation and Adaptation Funding project for Shoreline Protection Measures, in accordance with By-law 20-205 Procurement Policy, Procurement Policy #5.4 section 2(d). Included within the Procurement Process of the

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approved Report was a requirement for Landscape Architectural Services staff to report back to Committee and Council on the outcome of the Initial Request for Proposals process and request further direction in anticipation of the end of the three-year pre-qualification term.

The three-year pre-qualification term is due to expire on June 01, 2023. Given the high volume of sites within the scope of the Disaster Mitigation and Adaptation Fund project for Shoreline Protection Measures project as well as the associated timelines, staff are recommending a new Request for Proposals be issued to establish a roster of multiple consultancy firms specializing in coastal engineering for implementation of the Disaster Mitigation and Adaptation Funding project for Shoreline Protection Measures (the “New RFP”) in accordance with By-law 20-205 as amended, Procurement Policy, Policy #5.4 section 2(d) Request for Proposals.

Alternatives for Consideration – See Page 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: N/A

Staffing: The establishment of a shortlist of consultant teams has reduced the administrative burden on staff since individual request for proposals have not been required to complete each of the sub-projects. The remaining work to complete the projects included in the Disaster Mitigation and Adaptation Fund program warrants another three-year term of consultant roster for this work to ensure timely assignment and completion of the projects.

Legal: N/A

HISTORICAL BACKGROUND

On July 12, 2018, Report PW18063 was approved at Council through Report 18-010 directing staff to undertake a study of the shoreline for future erosion risk and remediation design, as well as complete repair work at damaged sections of the Lake Ontario and Hamilton Harbour shoreline. This report outlined specifically the damage that was sustained in the Bayfront Trail area due to high water levels and extreme storm events in 2017 and 2018.

On December 12, 2018, Report PW18097 was approved at Council through Report 18-022. This report outlined the Disaster Mitigation and Adaptation Fund, a series of proposed projects that staff recommended be submitted for consideration for this funding and directed staff to proceed with submission for consideration of shoreline protection projects for Disaster Mitigation and Adaptation Fund approval. Staff

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completed this direction, and an announcement was made by the Government of Canada in April 2019 that the project submission was successful.

On May 8, 2019, Report FCS19038 was approved Council through report 19-009, approving the funding sources for the City of Hamilton's (City) share of the project costs, and directed staff to enter into the Disaster Mitigation and Adaptation Fund agreement Shoreline Protection Measures project (the Project), for a project total of \$31.85 million. The terms of the program state that the Federal portion is 40% of the cost of the project (\$12.74M), with the city share totalling 60% (\$19.11M)

On May 22, 2019 Report FCS19076/PW19087 was approved at Council through Report 19-010 and included the recommendation to proceed with the Initial RFP to consultancy firms specializing in coastal engineering for implementation of the Disaster Mitigation and Adaptation Funding project for Shoreline Protection Measures. Included within the procurement process of the approved Report was a requirement for Landscape Architectural Services staff to report back to Committee and Council on the outcome of the Initial RFP process and request further direction in anticipation of the end of the three-year pre-qualification term.

The three-year pre-qualification term is due to expire on June 01, 2023. At the onset of the Initial RFP, staff anticipated there to be a significant amount of consultancy work (in excess of \$3 million) to be procured in order to complete the work and meet the funding requirement dates for the Project.

To date, 10 assignments have been awarded, dispersed amongst the original 6 consultants approved through the Initial Request for Proposals. The total value of the assignments awarded between 2020 and 2023 is \$1,995,516.30 and includes 12 sites of the overall 31 locations identified in the Disaster Mitigation and Adaptation Fund application.

The Project is expected to take 8 years to execute, taking until March 31, 2028 to complete.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Should Council give its approval to proceed with the New Request for Proposals, the New Request for Proposals will be issued and awarded in compliance with the following:

- the Canada – European Union Comprehensive Economic and Trade Agreement (CETA) and the Canadian Free Trade Agreement (CFTA) are applicable to municipal procurement initiatives for goods or services of a certain value (CETA: \$365,700 and above, CFTA: \$101,100 and above); and

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- By-Law 20-205 as amended, City's Procurement Policy.

RELEVANT CONSULTATION

The Procurement Section has provided their comments to this Report and supports the use of a roster of consultants to facilitate the consultancy work required to complete the Project. The issuance of a New Request for Proposals will ensure that a competitive procurement process is undertaken to suffice the requirements of both European Union Comprehensive Economic and Trade Agreement and Canadian Free Trade Agreement as well as the City's Procurement Policy.

ANALYSIS AND RATIONALE FOR RECOMMENDATIONS

Proposed Procurement Process

Staff is requesting Council's approval to proceed with a New Request for Proposals to establish a roster of consultancy firms specializing in coastal engineering for the Shoreline Protection Measures project. The Request for Proposals would be issued similar to the City's Request for Rostered Candidates ("RFRC") whereby:

- 1) Several consultant firms would be pre-qualified for a term of three (3) years based on their technical expertise;
- 2) Proposed hourly rates will be evaluated;
- 3) Consultant assignments will be issued directly to pre-qualified firms on a rotational basis as well as a best fit basis and having an estimated procurement cost of less than \$150,000;
- 4) Should a consultant assignment be estimated above \$150,000, each of the pre-qualified firms will be asked to submit a cost proposal for the work and the award of the work will be to the lowest compliant bid.

In anticipation of the end of the new three-year pre-qualification term, Landscape Architectural Services staff will report back to Committee and Council and provide a summary of the Work awarded under the New Request for Proposals process at the end of the Disaster Mitigation and Adaptation Fund project in 2028.

Rationale of Recommendation

Qualified consultant firms to work on the Project will be required to have the technical expertise of a Coastal Engineer on staff to perform and lead the project. Staff is aware that there are a limited number of consultant firms in Canada with this technical knowledge on staff.

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Staff also recognize that the volume of work to be completed by the timelines required is too much for one consultant firm to complete. By retaining a list of qualified consultants, staff will be able to distribute the work on a rotational and best fit basis, similar to the work awarded under the Roster, without having to undertake separate request for proposals for each sub-project. Similar to the Roster, consultant firms have been, and anticipate will continue to be interested in being a pre-qualified firm and being directly awarded work without having to submit multiple proposals. This will also allow the firms to take on work that is within the capacity of their firm.

ALTERNATIVES FOR CONSIDERATION

Alternative #1

An alternative to the recommended approach would be to issue separate request for proposals for each sub-project within the Shoreline Protection Measures Project. Additional Landscape Architectural Services (LAS) and Procurement staff resources will be required to undertake this option due to the number of separate requests for proposals to be issued, evaluated, and awarded. In addition to this, it is unlikely that the proponents' technical submissions will vary in response to multiple requests for proposals since both the nature of the work is similar, and the team being proposed will be similar. It is likely that staff will be evaluating similar submissions, if not the same, from the same group of consultants for each request for proposal issued.

Financial: N/A

Staffing: Executing separate Request for Proposals on a per project would be very time consuming and would require the reallocation of staff resources to complete Request for Proposals evaluations. This option could potentially impact the delivery of the Disaster Mitigation and Adaptation Fund project in terms of meeting the projects timelines and would also result in other capital project timing impacts as staff resources are being used for the Request for Proposals process.

Legal: N/A

Alternative #2

An alternative to the recommended approach would be to issue one request for proposals for the entire consulting work required for the Project. Due to the nature of the work to be completed (multiple sites and sub projects) staff has determined that this option is not feasible since the volume of work is too much for one firm to complete within the timelines required. Also, this option will only provide the City with one firm's expertise and knowledge transfer. Since the Project is scheduled to continue for another

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5 years, it is likely that there may be personnel changes during that time that may change (adversely or favourably) the makeup of the technical team and the expertise they bring.

Also, the timelines set out in the funding agreement make it difficult for staff to predict the entire scope of work required to complete the Project. It will be very difficult for Landscape Architectural Services staff to develop the scope of work for a single request for proposals for the next 5 years of the Project. There will likely be many changes in the work required, therefore creating multiple change orders to the original contract as well as scope creep as the Project progressed.

Financial: Cost controls for an assignment of this size that would include numerous 18 separate locations would be harder to manage. This approach would also result in higher costs to complete the overall project.

Staffing: Would require one or two staff members to be dedicated to the execution of this project full time to deliver within the Disaster Mitigation and Adaptation Fund timing schedule.

Legal: N/A

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

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

Built Environment and Infrastructure

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

Our People and Performance

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

APPENDICES AND SCHEDULES ATTACHED

N/A



Hamilton

GRANTS SUB-COMMITTEE REPORT 23-003

2:00 p.m.

June 13, 2023

Council Chambers, City Hall, 2nd Floor
71 Main Street West, Hamilton, Ontario

Present: Councillors N. Nann (Chair), C. Kroetsch (Vice Chair)
Councillors M. Francis, T. Jackson, and M. Tadeson

Absent: Councillor M. Wilson – City Business

Also Present: Councillors J. Beattie and T. McMeekin

THE GRANTS SUB-COMMITTEE PRESENTS REPORT 23-003 AND RESPECTFULLY RECOMMENDS:

**1. City Enrichment Fund – Appeal Process Update (GRA23003(a)) (City Wide)
(Item 9.1)**

- (i)** That Report GRA23003(a), respecting City Enrichment Fund – Appeal Process Update, be received.
- (ii)** WHEREAS, as an annual funding program, City Enrichment Fund (CEF) staff were directed to bring forward a funding formula and rationale that does not exceed the approved and allocated overall budget amount;

WHEREAS, during the 2023 budget process Council approved of \$6,575,410 (8% enhancement included which was approved through the 2023 budget deliberations);

WHEREAS, at the May 16, Grants Sub-Committee, staff recommended that all City Enrichment Fund applicants who received a passing score be recommended for funding;

WHEREAS, at the May 24, 2023 Council meeting, Council approved a one-time appeal process for all applicants of the 2023 City Enrichment Fund;

WHEREAS, the appeal process was open to all 2023 CEF grant applicants; applicants must demonstrate need and clearly articulate the adverse impacts hindering operational capacity with the original recommended amount;

WHEREAS, the Grants Sub-Committee will review the list of appeals and identify additional funding amounts;

THEREFORE, BE IT RESOLVED:

- (a) That the appeal requests from applicants in all categories in the amount of \$673,742 be approved, and funded from the City Enrichment Fund Reserve # 112230;
- (b) That the Sexual Assault Center (Hamilton and Area) funding request for CS-B5 for \$26,000, CS-B7 for \$25,000, and CS-B8 for \$16,000, be topped up to the full amount by further funding \$6,500 to CS-B5, \$2,000 to CS-B7, and \$4,000 to CS-B8, to be funded from the City Enrichment Fund Reserve # 112230;
- (c) That the Binbrook Santa Clause Parade funding request be topped up by \$1,250 to be funded from the City Enrichment Fund Reserve # 112230;
- (d) That any funds allocated and distributed through the City Enrichment Fund appeal process be exempt on a one-time basis and not be counted toward any formula that restricts regular funding from the City, based on the 30% guideline and threshold; and,
- (e) That staff be directed to consult with community organizations in order to develop a further equitable City Enrichment Fund process and report back to the Grants Sub-Committee.

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 1)

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

4. COMMUNICATIONS

- 4.1 Correspondence from Matt Afinec, President and Chief Operating Officer, Hamilton Sports Group (HSG), respecting HSG support for the annual Hamilton Santa Claus Parade

5. DELEGATION REQUESTS

- 5.5 Chelsea Kirkby, YWCA Hamilton, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process (In-Person) (For today's meeting)
- 5.6 Kojo Dampsey, McMaster University, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process (In-Person)
- 5.7 Jessica Bonilla-Dampsey, Sexual Assault Centre (Hamilton Area), respecting Item 9.1 - 2023 City Enrichment Fund (In-Person)

The June 13, 2023 agenda for the Grants Sub-Committee, was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)**(i) May 16, 2023 (Item 3.1)**

The Minutes of the May 16, 2023 Grants Sub-Committee meeting, were approved, as presented.

(d) COMMUNICATIONS (Item 4)**(i) Correspondence from Matt Afinec, President and Chief Operating Officer, Hamilton Sports Group (HSG), respecting HSG support for the annual Hamilton Santa Claus Parade (Item 4.1)**

The Correspondence from Matt Afinec, President and Chief Operating Officer, Hamilton Sports Group (HSG), respecting HSG support for the annual Hamilton Santa Claus Parade, was received and referred to consideration of Item 10.1.

(e) DELEGATION REQUESTS (Item 5)**(i) The following Delegation Requests were approved for today's meeting:**

- (1) Doug Hobson, Hamilton Santa Claus Parade Committee, respecting Item 10.1 - 2023 Hamilton Santa Claus Parade (In Person) (Item 5.1)
- (2) Craig Zuk, Hamilton Santa Claus Parade Committee, respecting Item 10.1 - 2023 Hamilton Santa Claus Parade (In Person) (Item 5.2)

- (3) Stephanie Wilsack, Santa Claus Parade, respecting Item 10.1 - 2023 Flamborough Santa Claus Parade (Virtual) (Item 5.3)
- (4) Kim Martin, Social Planning and Research Council of Hamilton, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process (In Person) (Item 5.4)
- (5) Chelsea Kirkby, YWCA Hamilton, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process (In Person) (Added Item 5.5)
- (6) Kojo Dampsey, McMaster University, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process (In Person) (Added Item 5.6)
- (7) Jessica Bonilla-Dampsey, Sexual Assault Centre (Hamilton Area), respecting Item 9.1 - 2023 City Enrichment Fund (In Person) (Added Item 5.7)

(f) DELEGATIONS (Item 6)

(i) Doug Hobson, Hamilton Santa Claus Parade Committee, respecting Item 10.1 - 2023 Hamilton Santa Claus Parade (In Person) (Added Item 6.1)

Doug Hobson, Hamilton Santa Claus Parade Committee, addressed the Committee respecting Item 10.1 - 2023 Hamilton Santa Claus Parade.

The Delegation from Doug Hobson, Hamilton Santa Claus Parade Committee, respecting Item 10.1 - 2023 Hamilton Santa Claus Parade, was received.

(ii) Craig Zuk, Hamilton Santa Claus Parade Committee, respecting Item 10.1 - 2023 Hamilton Santa Claus Parade (In Person) (Added Item 6.2)

Craig Zuk, Hamilton Santa Claus Parade Committee, addressed the Committee respecting Item 10.1 - 2023 Hamilton Santa Claus Parade.

The Delegation from Craig Zuk, Hamilton Santa Claus Parade Committee, respecting Item 10.1 - 2023 Hamilton Santa Claus Parade, was received.

(iii) Kim Martin, Social Planning and Research Council of Hamilton, respecting item 9.1 - 2023 City Enrichment Fund Allocation Process (In Person) (Added Item 6.4)

Kim Martin, Social Planning and Research Council of Hamilton, addressed the Committee respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process.

The Delegation from Kim Martin, Social Planning and Research Council of Hamilton, addressed the Committee respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process, was received.

(iv) Stephanie Wilsack, Santa Claus Parade, respecting Item 10.1 - 2023 Flamborough Santa Claus Parade (Virtual) (Added Item 6.3)

Stephanie Wilsack, Santa Claus Parade, addressed the Committee respecting Item 10.1 - 2023 Flamborough Santa Claus Parade.

The Delegation from Stephanie Wilsack, Santa Claus Parade, respecting Item 10.1 - 2023 Flamborough Santa Claus Parade, was received.

(v) Chelsea Kirkby, YWCA Hamilton, respecting item 9.1 - 2023 City Enrichment Fund Allocation Process (Virtual) (Added Item 6.5)

Chelsea Kirkby, YWCA Hamilton, addressed the Committee respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process.

The Delegation from Chelsea Kirkby, YWCA Hamilton, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process, was received.

(vi) Kojo Damphey, McMaster University, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process (In Person) (Added Item 6.6)

Kojo Damphey, McMaster University, addressed the Committee respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process.

The Delegation from Kojo Damphey, McMaster University, respecting Item 9.1 - 2023 City Enrichment Fund Allocation Process, was received.

(vii) Jessica Bonilla-Damphey, Sexual Assault Centre (Hamilton Area), respecting Item 9.1 - 2023 City Enrichment Fund (In Person) (Added Item 6.7)

Jessica Bonilla-Damphey, Sexual Assault Centre (Hamilton Area), addressed the Committee respecting Item 9.1 - 2023 City Enrichment Fund.

The Delegation from Jessica Bonilla-Damphey, Sexual Assault Centre (Hamilton Area), respecting Item 9.1 - 2023 City Enrichment Fund, was received.

(g) DISCUSSION ITEMS (Item 9)**(i) City Enrichment Fund – Appeal Process Update (GRA23003(a)) (City Wide) (Item 9.1)**

Chain Nann relinquished the Chair to introduce a motion respecting Report GRA23003(a), City Enrichment Fund – Appeal Process Update.

For disposition of this matter refer to Item 1(ii).

Councillor Nann assumed the Chair.

(h) MOTIONS (Item 10)**(i) 2023 Hamilton Santa Claus Parade, Binbrook Santa Claus Parade, Stoney Creek Santa Claus Parade and Flamborough Santa Claus Parade (Item 10.1)**

Councillor Jackson WITHDREW the following motion:

WHEREAS, the Hamilton Santa Claus Parade, Binbrook Santa Claus Parade, Stoney Creek Santa Claus Parade and Flamborough Santa Claus Parade events are long time holiday season community offerings;

WHEREAS, the Hamilton Santa Claus Parade, Binbrook Santa Claus Parade, Stoney Creek Santa Claus Parade and Flamborough Santa Claus Parade have been receiving annual grants from the City Enrichment Fund from the City of Hamilton to support planning and delivery of the events for many years;

WHEREAS, the local Santa Claus Parades require higher levels of City financial support to be successful than the City Enrichment Fund guidelines allow;

THEREFORE, BE IT RESOLVED:

- (a) That the City Enrichment Fund's 30% maximum funding guideline be waived for the Hamilton Santa Claus Parade, Binbrook Santa Claus Parade, Stoney Creek Santa Claus Parade and Flamborough Santa Claus Parade in 2023;
- (b) That the differences between the requested amount and City Enrichment Fund scoring guideline amount be funded from the City Enrichment Fund Reserve # 112230 for the four applicants below:
 - 2023 Hamilton Santa Claus Parade
 - 2023 Flamborough Santa Claus Parade

- 2023 Stoney Creek Santa Claus Parade
 - 2023 Binbrook Santa Claus Parade
- (c) That a grant of \$50,000 be approved for the 2023 Hamilton Santa Claus Parade;
- (d) That a grant of \$15,000 be approved for the 2023 Flamborough Santa Claus Parade;
- (e) That an additional top-up of \$1,365 be approved in the form of a grant for the 2023 Stoney Creek Santa Claus Parade; and,
- (f) That an additional top-up of \$1,250 be approved in the form of a grant for the 2023 Binbrook Santa Claus Parade.

(i) ADJOURNMENT (Item 13)

There being no further business, the Grants Sub-Committee adjourned at 3:50 p.m.

Respectfully submitted,

Councillor Nrinder Nann
Chair, Grants Sub-Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk

CITY OF HAMILTON NOTICE OF MOTION

Audit, Finance and Administration Committee: June 15, 2023

MOVED BY COUNCILLOR M. WILSON

Review of the City of Hamilton Volunteer Advisory Committees

WHEREAS, the City of Hamilton is dedicated to advancing and articulating City decision-making efforts by ensuring the process by which participants are provided information and are engaged is meaningful, clear, convenient, and accessible to all residents;

WHEREAS, the City of Hamilton supports community engagement as it empowers individuals and groups to give them a voice and a platform to express their opinions, concerns, and ideas, which encourages active participation, enabling community members an opportunity to shape the decisions that affect them directly;

WHEREAS, engagement in the community fosters a sense of ownership and responsibility, leading to increased community pride and motivation to work towards common goals and provides policy makers and elected officials with meaningful feedback that can inform decision making;

WHEREAS, Community engagement promotes collaboration and cooperation among stakeholders, including residents, local businesses, community-based organizations, multiple levels of government and non-profits, thereby, bringing people together and facilitating the exchange of knowledge, resources, and expertise, leading to innovative solutions and shared idea generation;

WHEREAS, the Advisory Committee with Persons with Disabilities and the Hamilton Municipal Heritage Committee are Sub-Committees of Council and are required by Provincial legislation, they are outside the scope of this proposed review

WHEREAS, the City of Hamilton is currently creating a robust public engagement policy and administrative framework; and

WHEREAS, enhancing engagement throughout civic participation processes can inherently support high-level Term of Council Priorities including (1) Equity, Diversity and Inclusion; and (2) Trust and Confidence in City Government;

THEREFORE, BE IT RESOLVED:

12.1

- a) That the City of Hamilton pause all Volunteer Advisory Committees, with the exception of the Climate Change Advisory Committee, for which recruitment for the current Council term is underway; and
- b) That City Manager's Office and Corporate Services staff be directed to report back to the Audit, Finance and Administration Committee with recommendations on the following:
 - (i) best practices that prioritizes resident engagement including access to, understanding of and participation in community engagement;
 - (ii) review and provide recommendations to Council as informed by existing partnerships with local community-based organizations and networks to help shape and advise decision-making efforts on City initiatives, programs, services, policies, and by-laws;
 - (iii) existing community-based engagement methods inclusive of the Volunteer Advisory Committees to fulfil the priorities of Council aligned with the Term of Council priorities 2022 – 2026; and
 - (iv) a resource list of local equity-deserving groups doing community and grassroots organizing that can be contacted for engagement and feedback on City Wide processes and policies.