City of Hamilton
GENERAL ISSUES COMMITTEE
AGENDA

Meeting #: 24-002
Date: January 17, 2024
Time: 9:30 a.m.
Location: Council Chambers (GIC)
Hamilton City Hall
71 Main Street West

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

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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 December 6, 2023

5. COMMUNICATIONS

5.1 Correspondence respecting Item 10.1 - Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton (PED23072) (City Wide), from the following individuals:

Recommendation: Be received and referred to consideration of Item 10.1.

a. Douglas Kwan, Director of Advocacy and Legal Services, Advocacy Centre for Tenants Ontario

6. DELEGATION REQUESTS

Members of the public can contact the Clerk's Office to acquire the documents considered at this meeting, in an alternate format.

6.1 Susan Creer, Accessible Hamilton, respecting the BIA's taking away parking spaces in Dundas, Hamilton, etc and "porch patios" (In-Person) (For a future meeting)

6.2 Ian Hamilton, Hamilton-Oshawa Port Authority (HOPA Ports), respecting Port authority activities update (In-Person) (For a future meeting)

7. DELEGATIONS

7.1 Karl Andrus, Hamilton Community Benefits Network, respecting Report PED19063(e), Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land, which was Item 14.3 on the November 15th agenda (In-Person) (Approved December 6, 2023)

7.2 Glen Norton, Music Hall Alliance / New Vision Church, respecting an overview for plans for the Music Hall at New Vision Church (In-Person) (Approved December 6, 2023)

8. STAFF PRESENTATIONS

8.1 City of Hamilton Public Engagement Policy (CM21101(b)) (City Wide) (Outstanding Business List Item)

9. CONSENT ITEMS

9.1 Business Improvement Areas - Board of Management Changes

a. Revised Board of Management for the Ottawa Street Business Improvement Area (PED24004) (Wards 3 and 4)

b. Dundas Business Improvement Area Changes to Board of Management (PED24018) (Ward 13)

c. Barton Village Business Improvement Area Changes to Board of Management (PED24022) (Wards 2 and 3)

9.2 Pipeline Trail Public Art (PED24009) (Ward 4)

9.3 Advisory Committee for Persons with Disabilities (ACPD) Report 23-012 - December 12, 2023

9.4 Encampment Response Update – December 2023 (HSC23066(c)) (City Wide)

10. DISCUSSION ITEMS

10.1 Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton (PED23072) (City Wide)

(Sub-sections (e), (f), (g), and (h) DEFERRED from August 17, 2023)

As per Council approval, the following information applies to Delegation Requests and Written Submissions:

- That there be no further in-person or virtual delegations respecting Report PED23072, Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton at the October 19, 2023 Emergency and Community Services Committee meeting; and
- That comments respecting Report PED23072, Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton, be limited to written submissions.

a. Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton (PED23072(a)) (City Wide) (Outstanding Business List Item)

10.2 2024 Tax Supported User Fees (FCS24003) (City Wide)

10.3 Business Improvement Areas - 2024 Proposed Budgets and Schedule of Payments

a. Downtown Hamilton Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24010) (Ward 2)

b. Dundas Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24011) (Ward 13)

c. Barton Village Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24012) (Wards 2 and 3)

d. Ancaster Village Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24013) (Ward 12)

e. Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1)

f. Waterdown Village Business improvement Area 2024 Proposed Budget and Schedule of Payments (PED24015) (Ward 15)

g. Stoney Creek Village Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24016) (Ward 5)

h. Ottawa Street Business Improvement Area Proposed Budget and Schedule of Payments (PED24017) (Wards 3 and 4)

10.4 Interim Housing Assistance Program (IHAP) (HSC24003) (City Wide)

10.5 Light Rail Transit Sub-Committee Report 23-005 - December 11, 2023

10.6 Airport Sub-Committee Report 23-005 - December 1, 2023

10.7 2024 Budget Submission Advisory Committee for Persons with Disabilities (CM24001) (City Wide)

10.8 Arts Advisory Commission Budget Submission (PED24005) (City Wide)

11. MOTIONS

11.1 Immediate Federal Government Support Required for Asylum Claimants in Municipalities

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT

GENERAL ISSUES COMMITTEE
MINUTES 23-033

9:30 a.m.
December 6, 2023
Council Chambers, City Hall, 2nd Floor
71 Main Street West, Hamilton, Ontario

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

Absent: Councillor T. Jackson - Personal

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Asset Management Plans (PW23073) (City Wide) (Item 8.2)

(M. Wilson/A. Wilson)

(a) That the Corporate Asset Management Plans, attached as Appendices "A", "B" and "C" to Report PW23073, be approved as required by Ontario Regulation 588/17: Asset Management for Municipal Infrastructure; and,

(b) That the Asset Management Plans, attached as Appendices "A", "B" and "C" attached to Report PW23073, subject to the approval of recommendation (a), be posted in a designated area on the City's website, as required under Ontario Regulation 588/17.

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

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
Yes	-	Ward 2	Councillor Cameron Kroetsch
Yes	-	Ward 3	Councillor Nrinder Nann
Yes	-	Ward 4	Councillor Tammy Hwang
Yes	-	Ward 5	Councillor Matt Francis
Absent	-	Ward 6	Councillor Tom Jackson
Yes	-	Ward 7	Councillor Esther Pauls
Yes	-	Ward 8	Councillor J. P. Danko
Yes	-	Ward 9	Councillor Brad Clark

Yes	-	Ward 10	Councillor Jeff Beattie
Yes	-	Ward 11	Councillor Mark Tadeson
Yes	-	Ward 12	Councillor Craig Cassar
Yes	-	Ward 13	Councillor Alex Wilson
Yes	-	Ward 14	Councillor Mike Spadafora
Yes	-	Ward 15	Councillor Ted McMeekin

2. Canada Mortgage and Housing Corporation Housing Accelerator Fund Incentive Programs (PED23143(b) / HSC23017(b)) (City Wide) (Item 8.3)

(Horwath/Cassar)

(a) That staff be directed to bring forward to the Planning Committee for a statutory public meeting, in accordance with Section 17(15)(d) of the Planning Act, Appendix “A” to Report PED23143(b)/HSC23017(b) respecting a proposed amended Housing for Hamilton Community Improvement Plan for the purposes of authorizing new Housing Accelerator Fund incentive programs;

(b) That staff be directed to bring forward to the Planning Committee the following for consideration in conjunction with the proposed amended Housing for Hamilton Community Improvement Plan By-law to affect its implementation:

(i) Appendix “B” to Report PED23143(b)/HSC23017(b) respecting a proposed Housing for Hamilton Community Improvement Project Area;

(ii) Appendix “C” to Report PED23143(b)/HSC23017(b) respecting program terms for a new Accessory Dwelling Unit and Multi-Plex Housing Incentive Program;

(iii) Appendix “D” to Report PED23143(b)/HSC23017(b) respecting program terms for a new Rapid Transit Multi-Residential Rental Housing Incentive Program;

(iv) Appendix “E” to Report PED23143(b)/HSC23017(b) respecting program terms for a new Housing Acceleration Incentive Program;

(c) That staff be directed to prepare a delegated authority by-law to be brought forward to Planning Committee in conjunction with the proposed amended Housing for Hamilton Community Improvement Plan authorizing the General Manager of Healthy and Safe Communities to approve applications under the Accessory Dwelling Unit and Multi-Plex Housing Incentive Program, Rapid Transit Multi-Residential Rental Housing Incentive Program and Housing Acceleration Incentive Program up to an amount equal to the stated program maximums for grants and forgivable

loans provided the grant/forgivable loans are being funded solely from funds provided to the City through the Canadian Mortgage and Housing Corporation's Housing Accelerator Fund.

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

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

3. CONSENT ITEMS (Item 9)

(Nann/Hwang)
That the Consent Items 9.1 and 9.2, be approved, as follows:

(a) Reaching Home: Canada's Homeless Strategy Community Homelessness Report 2022-23 (HSC21044(a)) (City Wide) (Item 9.1)

That Report HSC21044(a), respecting Reaching Home: Canada's Homeless Strategy Community Homelessness Report 2022-23, be received.

(b) 2023 Ending Chronic Homelessness Performance Update (Q1 and Q2) (HSC23076) (City Wide) (Item 9.2)

That Report HSC23076, respecting 2023 Ending Chronic Homelessness Performance Update (Q1 and Q2), be received.

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

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
Yes	-	Ward 2	Councillor Cameron Kroetsch

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

4. DISCUSSION ITEMS (Item 10)

(Nann/Hwang)
That the Discussion Items 10.1, 10.2, and 10.13 be approved, as follows:

(a) Interview Sub-Committee to the General Issues Committee Report 23-003 - November 17, 2023 (Item 10.1)

(i) Interviews for the Climate Change Advisory Committee (Item 4.2)

That the details of the Applicant Interviews for the Climate Change Advisory Committee remain confidential.

(b) Interview Sub-Committee to the General Issues Committee Report 23-004 - November 24, 2023 (Item 10.2)

(i) Interviews for the Climate Change Advisory Committee (Item 4.2)

That the details of the Applicant Interviews for the Climate Change Advisory Committee remain confidential.

(c) Interview Sub-Committee to the General Issues Committee Report 23-005 – December 1, 2023 (Added Item 10.13)

(i) Deliberations for the Climate Change Advisory Committee (Item 4.2)

(1) That the direction provided to Staff in closed session be approved and remain confidential; and,

(2) That the details of the Applicants for the Climate Change Advisory Committee remain confidential.

(ii) Amendments to the Terms the Climate Change Advisory Committee

That the Climate Change Advisory Committees' Terms of Reference, be amended to reflect the following membership composition:

(1) Overall Membership:

(a) The Climate Change Advisory Committee will be comprised of 15 to 25 voting and non-voting members; and,

(2) Voting Members:

(a) Three to Four (3-4) Community/Citizen Members;

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

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

5. Business Improvement Area (BIA) Sub-Committee Report 23-009 - November 14, 2023 (Item 10.3)

(Kroetsch/Hwang)
(a) Ancaster Business Improvement Area Spending Request (Item 11.1)

That the expenditure request from the Ancaster Business Improvement Area, in the amount of $5,608.07 be spent on streetscaping, clean-up and

maintenance of the Ancaster Business Improvement Area, lighting and fall flowers, to be funded from the Contribution to Operating Budget Program for the Business Improvement Areas (BIA Payments Account 815010-56905), be approved.

(b) Barton Village Business Improvement Area Spending Requests (Item 11.2)

(i) That the expenditure request from the Barton Village Business Improvement Area, in the amount of $7,024.83 to be spent on hiring individuals to clean and maintain the road allowance and the purchase office equipment, to be funded from the Contribution to Operating Budget Program for the Business Improvement Areas (BIA Payments Account 815010-56905), be approved; and,

(ii) That the expenditure request from the Barton Village Business Improvement Area, in the amount of $10,192.27 for the purchase and maintenance of street furniture on the public road allowance, to be funded from the Parking Revenue Sharing Program for the Business Improvement Areas and payments in Lieu of the Parking Revenue Sharing Program (Parking Revenue Account 815010-52505), be approved.

(c) Concession Street Business Improvement Area Spending Requests (Item 11.3)

(i) That the expenditure request from the Concession Street Business Improvement Area, in the amount of $8,257.54 to be spent on Beautification (hanging baskets), holiday decorations and their maintenance, office equipment and improvement, to be funded from the Contribution to Operating Budget Program for the Business Improvement Areas (BIA Payments Account 815010-56905), be approved; and,

(ii) That the expenditure request from the Concession Street Business Improvement Area, in the amount of $14,271.77 be spent on events, programming and activations to be funded from the Parking Revenue Sharing Program for the Business Improvement Areas and payments in Lieu of the Parking Revenue Sharing Program (Parking Revenue Account 815010-52505), be approved.

(d) Downtown Hamilton Business Improvement Area Spending Requests (Item 11.4)

(i) That the expenditure request from the Downtown Hamilton Business Improvement Area, in the amount of $5,378.47 to be

spent on banners, to be funded from the Contribution to Operating Budget Program for the Business Improvement Areas (BIA Payments Account 815010-56905), be approved; and,

(ii) That the expenditure request from the Downtown Hamilton Business Improvement Area, in the amount of $11,250.33 to be spent on special events, to be funded from the 2022 Parking Revenue Sharing Program for the Business Improvement Areas and payments in Lieu of the Parking Revenue Sharing Program (Parking Revenue Account 815010-52505), be approved.

(e) Dundas Business Improvement Area Spending Request (Item 11.5)

That the expenditure request from the Dundas Business Improvement Area, in the amount of $13,953.66.00 to be spent on office maintenance and improvement and Christmas decorations and their maintenance, to be funded from the Contribution to Operating Budget Program for the Business Improvement Areas (BIA Payments Account 815010-56905), be approved.

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

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

6. International Village Business Improvement Area Proposed Budget & Schedule of Payments (PED23249) (Wards 2 and 3) (Item 10.4)

(Kroetsch/Nann)

(a) That the 2024 Operating Budget for the International Village Business Improvement Area, attached as Appendix “A” to Report PED23249, in the amount of $248,800 be approved;

(b) That the levy portion of the Operating Budget for the International Village Business Improvement Area in the amount of $228,100 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The Municipal Act, 2001, to levy the 2024 Budget as referenced in Recommendation of Report PED23249;

(d) That the following schedule of payments for 2024 be approved:

(i) February $114,050;
(ii) June $114,050;

Note: Assessment appeals may be deducted from the levy payments.

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

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

7. Concession Street Business Improvement Area Proposed Budget & Schedule of Payments (PED23250) (Ward 7) (Item 10.5)

(Pauls/Hwang)

(a) That the 2024 Operating Budget for the Concession Street Business Improvement Area, attached as Appendix “A” to Report PED23250, in the amount of $228,300.41 be approved;

(b) That the levy portion of the Operating Budget for the Concession Street Business Improvement Area in the amount of $198,550 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED23250;

(d) That the following schedule of payments for 2024 be approved:

(i) January $99,275;
(ii) June $99,275;

Note: Assessment appeals may be deducted from the levy payments.

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

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

8. Housing Sustainability and Investment Roadmap Work Program: City Property Review and Property Disposition Strategies (PED23099(a) / HSC23028(a)) (City Wide) (Item 10.6)

(Horwath/Nann)

(a) That staff be directed to proceed with a market offering of the city-owned property at 171 Main Street East, in accordance with the “Sale of Land Policy By-law” being By-law No. 14-204, with the net proceeds of the sale to be used for affordable housing purposes;

(b) That staff be directed to initiate a Zoning By-law Amendment application for the city-owned property at 9 Clarence Street for the purpose of permitting multiple dwellings (DE-2) of five storeys, and report back to General Issues Committee with a disposition strategy for a nominal value sale to a non-profit affordable housing provider or a direct partnership with a non-profit housing provider, for the purpose of affordable housing;

(c) That staff be directed to initiate a Zoning By-law Amendment application for the city-owned property at 70 Hope Avenue for the purpose of permitting multiple dwellings (DE-2) of three storeys and report back to General Issues Committee with a disposition strategy for a nominal value sale to a non-profit affordable housing provider or a direct partnership with a non-profit housing provider, for the purpose of affordable housing;

(d) That staff be directed to initiate a Zoning By-law Amendment Application for the city-owned property at 1126 Garth Street for the purpose of permitting multiple dwellings (DE-2) of three storeys and report back to General Issues Committee on a disposition strategy for a nominal value sale to a non-profit affordable housing provider or a direct partnership with a non-profit housing provider, for the purpose of affordable housing; and,

(e) That a new capital project with funding of up to $150K from the Housing Accelerator Fund Reserve #112259, be approved to be used for costs associated with the rezoning and disposition of the properties identified in Recommendations (a)-(f) to Report PED23099(a) / HSC23028(a).

Result: Main MOTION, *As Amended* CARRIED by a vote of 15 to 0, as follows:

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

9. Revitalizing Hamilton Tax Increment Grant Program - 235 Main Street West, 74 Queen Street South and 244-246 Jackson Street West, Hamilton (PED23243) (Ward 1) (Item 10.7)

(M. Wilson/Spadafora)

(a) That a Revitalizing Hamilton Tax Increment Grant Program Application submitted by 235 Main Holdings Inc. (David Kemper), for the properties

municipally known as 235 Main Street West, 74 Queen Street South and 244-246 Jackson Street West, Hamilton, estimated at $2,117,592.80 over a maximum of a four year period, and based upon the incremental tax increase attributable to the redevelopment of 235 Main Street West, 74 Queen Street South and 244-246 Jackson Street West be authorized and approved in accordance with the terms and conditions of the Revitalizing Hamilton Tax Increment Grant Program, and on the condition that these properties merge on title and that the ownership of these properties is solely held by 235 Main Holdings Inc. (David Kemper), prior to any grant payment being made and prior to the Grant Agreement being entered into;

(b) That the city enter into a Revitalizing Hamilton Tax Increment Grant Program Grant Agreement with 235 Main Holdings Inc. for the properties municipally known as 235 Main Street West, 74 Queen Street South and 244-246 Jackson Street West, and that the General Manager of the Planning and Economic Development Department be authorized and directed to execute the Grant Agreement together with any ancillary documentation in a form satisfactory to the City Solicitor and with the following terms and conditions:

(i) Terms and conditions as provided for in the Revitalizing Hamilton Tax Increment Grant Program;

(ii) That title for the properties municipally known as 235 Main Street West, 74 Queen Street South and 244-246 Jackson Street West merge and are owned solely by 235 Main Holdings Inc. prior to the Grant being paid and prior to the Grant Agreement being executed by the General Manager of Planning and Economic Development;

(iii) Such further conditions as determined by the General Manager of Planning and Economic Development;

(c) That the General Manager of the Planning and Economic Development Department be authorized and directed to administer the Grant and Grant Agreement including, but not limited to, deciding on actions to take in respect of events of default and executing any Grant Amending Agreements, together with any ancillary amending documentation, if required, provided that the terms and conditions of the Revitalizing Hamilton Tax Increment Grant Program, as approved by City Council, are maintained and that any applicable Grant Amending Agreements are undertaken in a form satisfactory to the City Solicitor.

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

Yes - Mayor Andrea Horwath
Yes - Ward 1 Councillor Maureen Wilson

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

10. Open Streets Temporary Linear Urban Park 2023 Update (PED22075(b)) (City Wide) (Outstanding Business List Item) (Item 10.8)

(Nann/Cassar)

(a) That the Open Streets Temporary Linear Urban Park concept, as successfully demonstrated through the closure of King Street East on Sunday June 18, 2023, be established as an annual program with a minimum of two events per calendar year;

(b) That the James Street North Summer Art Crawl Pedestrianization Pilot that was implemented on Friday's in summer 2023 be incorporated into the Open Streets Program on an annual basis and include the months of May, June, July and August; and,

(c) That the matter respecting Item J, Open Streets Temporary Linear Urban Park be identified as complete and removed from the General Issues Committee - 2023 Rate and Capital Budgets Outstanding Business List.

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

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

Yes - Ward 11 Councillor Mark Tadeson
Yes - Ward 12 Councillor Craig Cassar
Yes - Ward 13 Councillor Alex Wilson
Yes - Ward 14 Councillor Mike Spadafora
Yes - Ward 15 Councillor Ted McMeekin

11. Ontario Priorities Housing Initiative and Poverty Reduction Funding for 1540 Upper Wentworth Street (HSC22038(a)) (Ward 7) (Item 10.9)

(Pauls/Cassar)

(a) That Council approve the City entering into an agreement with Hamilton East Kiwanis Non-Profit Homes Inc. for up to a maximum amount of $3.5M funded by the sources below, for the development of 20 Program Units of 126 affordable rental units on the property municipally known as 1540 Upper Wentworth Street with terms and conditions as identified in Appendix “A” to Report HSC22038(a)and that the General Manager of Healthy and Safe Communities be authorized to amend the terms and conditions in Appendix “A” as long as they do not conflict with the terms of the Ontario Priorities Housing Initiative Rental Housing Component Year 5 program guidelines and do not conflict with the funding source maximums identified below:

(i) That the Ministry of Municipal Affairs and Housing be advised that the City of Hamilton recommends that Ontario Priorities Housing Initiative Rental Housing Component Year 5 funding (“OPHI Funding”), up to a maximum of $2,559,040 (Project ID 6732341321);

(ii) That up to a maximum of $631,005 of Poverty Reduction Fund (Project ID 6731741609) (“Poverty Reduction Funding”); and,

(iii) That up to a maximum of $309,955 of funding from the Affordable Housing Property Reserve (# 112256) (“Affordable Housing Reserve Funding”);

(b) That the General Manager of Healthy and Safe Communities, or their designate, be authorized to execute the agreement and any ancillary documents in a form satisfactory to the City Solicitor; and,

(c) That the 40 Rent-Geared-to-Income subsidies approved by Item 9 of Emergency and Community Services Report 22-012 being report HSC22038, totalling $277,969 be referred to the 2026 budget process, rather than the 2024 Budget process as previously approved.

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

Yes - Mayor Andrea Horwath
Yes - Ward 1 Councillor Maureen Wilson

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

12. Art Gallery of Hamilton Energy Billing Approach and Recommendations (PED23258 / PW23065) (City Wide) (Item 10.10)

(Kroetsch/Danko)

(a) That the General Manager of Public Works be authorized and directed to write-off uncollectable Accounts Receivable 2022 energy charges for the Art Gallery of Hamilton in the amount of $329,723.94 which includes finance charges in the amount of $27,714.80 plus any additional finance charges on these past due receivables incurred up to the date of the approval of this report. Write-off amounts are to be funded from the Tax Stabilization Reserve (Account # 110046);

(b) That the General Manager of Public Works be authorized and directed to write-off uncollectable Accounts Receivable 2023 energy charges up to September 30, 2023 for the Art Gallery of Hamilton in the amount of $244,148.31 which includes finance charges in the amount of $4,144.18 plus any additional finance charges on these past due receivables incurred up to the date of the approval of this report. Write-off amounts are to be funded from the Tax Stabilization Reserve (Account #110046);

(c) That the General Manager of Public Works be authorized and directed to write-off uncollectable Accounts Receivable 2023 energy charges for October, November and December 2023 that will result from the difference in billings (2021 energy charges plus the Federal Carbon Tax charge billing versus the current method of metered system billing) for the Art Gallery of Hamilton to an upset limit of $60,000. Write-off amounts are to be funded from the Tax Stabilization Reserve (Account # 110046);

(d) That staff be directed to address energy billings for 2024 and beyond as part of discussions regarding a new partnership agreement between the City of Hamilton and Art Gallery of Hamilton;

(e) That the City of Hamilton Energy Office be directed to perform an energy walkthrough of the Art Gallery of Hamilton building to identify and recommend to Art Gallery of Hamilton staff enhanced efficiency opportunities that will serve both to help reduce future energy costs and align with the City's goal of net zero.

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

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

13. Advisory Committee for Persons with Disabilities (ACPD) Report 23-011 - November 14, 2023 (Added Item 10.11)

(Tadeson/Spadafora)
(a) APPOINTMENT OF COMMITTEE CHAIR AND VICE CHAIR (Item 1)

(i) That James Kemp be appointed as Chair of the Advisory Committee for Persons with Disabilities for the remainder of 2023 and 2024, or until the new membership is appointed by Council; and,

(ii) That Paula Kilburn be appointed as Vice Chair of the Advisory Committee for Persons with Disabilities for the remainder of 2023 and 2024, or until the new membership is appointed by Council.

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

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
Yes	-	Ward 2	Councillor Cameron Kroetsch

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

14. Family Shelter System (HSC23041(b)) (City Wide) (Added Item 10.12)

(Cassar/Kroetsch)

(a) That up to $1.852M be funded from a reserve determined appropriate by the General Manager of the Corporate Services Department and the General Manager of Healthy and Safe Communities Department with $784K in 2024 and $1.068M in 2025 and referred to the 2024 Tax Operating budget for Council consideration to extend temporary emergency supports between April 1, 2024 and December 31, 2024 and continuing to December 31, 2025 in order to address urgent program and staffing needs within Housing Services Division and Good Shepherd Hamilton related to family homelessness;

(i) $247K in 2024 and $353K in 2025 for 2.0 Emergency Shelter Case Managers and 1.0 Supervisor Hotel Overflow with the City of Hamilton; and,

(ii) $537K in 2024 and $715K in 2025 for enhanced staffing and case management at Good Shepherd Family Centre Shelter and Hotel Overflow;

(b) That staff be directed to conduct a new Call for Applications with a longer timeline and expanded parameters to build capacity and address pressures in the Family Shelter System through December 2025 with report back for Council approval of recommended projects in Q2 2024;

(c) That staff be directed to report back by Q3 2025 to assess need for continued investment in enhanced staffing for the family shelter system; and,

(d) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to enter into, execute and administer all agreements

and documents necessary to implement the purchases and grants outlined above on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

15. 2024 Property & Liability Insurance Renewal (LS23041) (City Wide) (Added Item 10.14)

(Danko/Kroetsch)

(a) That the Liability and Property Insurance coverages for the term December 31, 2023, to January 1, 2025, be renewed through Arthur J. Gallagher Canada Ltd. and Marsh Canada Ltd. at a cost of $11,908,712 (plus applicable taxes) and be funded through the 2024 Risk Management Services Budget, in accordance with Appendix “A” and Appendix “B” to Report LS23041;

(b) That the City Solicitor be authorized and directed to execute all associated documents related to the renewal of the Liability and Property Insurance coverages for the term December 31, 2023 to January 1, 2025, through Arthur J. Gallagher Canada Ltd. and Marsh Canada Ltd.; and,

(c) That the 2023 budget shortfall of $600,000 be funded from Corporate year-end surplus or Tax Stabilization Reserve (110046).

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

Yes	-	Mayor Andrea Horwath

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

16. Red Hill Valley Parkway Inquiry Final Report (PW23029(a)) (City Wide) (Added Item 10.15)

(Horwath/Hwang)

(a) That Council approve the formation of an interdepartmental Working Group led by the Public Works Department, for the purpose of responding to the recommendations noted in the Report of the Red Hill Valley Parkway Inquiry from the Honourable Mr. Justice Herman J. Wilton-Siegel dated November 29, 2023;

(b) That the General Manager, Public Works, or their designate be directed to provide an initial update to the General Issues Committee by March 31, 2024 on the establishment of the Working Group and associated Action Plan; and,

(c) That the General Manager, Public Works, or their designate be directed to provide bi-annual updates to the General Issues Committee, on status of the Action Plan.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
Yes	-	Ward 2	Councillor Cameron Kroetsch
Yes	-	Ward 3	Councillor Nrinder Nann
Yes	-	Ward 4	Councillor Tammy Hwang
Yes	-	Ward 5	Councillor Matt Francis
Absent	-	Ward 6	Councillor Tom Jackson
Yes	-	Ward 7	Councillor Esther Pauls
Yes	-	Ward 8	Councillor J. P. Danko

Yes	-	Ward 9	Councillor Brad Clark
Yes	-	Ward 10	Councillor Jeff Beattie
Yes	-	Ward 11	Councillor Mark Tadeson
Yes	-	Ward 12	Councillor Craig Cassar
Yes	-	Ward 13	Councillor Alex Wilson
Absent	-	Ward 14	Councillor Mike Spadafora
Yes	-	Ward 15	Councillor Ted McMeekin

17. Stormwater Funding Review (City Wide) (Added Item 11.1)

(Cassar/Tadeson)
WHEREAS, City Council at its meeting of June 28, 2023 approved a new Stormwater Rate Structure;

WHEREAS, City Council at its meeting of June 28, 2023 directed staff to develop and report back regarding the implementation of a Stormwater Incentives Program;

WHEREAS, City staff have undertaken consultations with the community regarding the implementation of a Stormwater Incentives Program; and,

WHEREAS, the rural community has expressed significant concern regarding the application of the Stormwater Rate Structure to agricultural properties;

THEREFORE, BE IT RESOLVED:

(a) That staff, in the report back regarding the implementation of a Stormwater Incentives Program, include specific recommendations regarding a stormwater rate structure and incentives program that recognizes rural agricultural properties as different from Industrial, Commercial, Institutional and Multi-Residential properties; and,

(b) That staff clearly explain the financial impacts of the stormwater rate structure and incentives program for rural agricultural properties, including alignment to the Council approved guiding principles: Fair and equitable, Climate resilient and environmentally sustainable, Affordable and financially sustainable, Justifiable, and Simple.

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

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

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

18. Appointments to the Climate Change Advisory Committee for the 2022 - 2026 Council Term (Added Item 14.3)

(Nann/Hwang)
That the appointments to the Climate Change Advisory Committee for the 2022 - 2026 Council Term, be approved and released publicly following approval by Council.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 2)

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

5. COMMUNICATIONS

5.1 Correspondence from Shelley Falconer, President and CEO, Art Gallery of Hamilton, resecting Item 10.10 - Art Gallery of Hamilton Energy Billing Approach and Recommendations (PED23258 / PW23065)

Recommendation: Be received and referred to the consideration of Item 10.10.

6. DELEGATION REQUESTS

6.3 Douglas Kwan, Advocacy Centre for Tenants Ontario, respecting access to justice issues and delays at the Landlord and Tenant Board and its impact on Hamiltonians (In-Person) (For a future meeting)

6.4 Brian Sibley, Hamilton East Kiwanis Non-Profit Homes Inc., respecting Item 10.9 - Ontario Priorities Housing Initiative and Poverty Reduction Funding for 1540 Upper Wentworth Street (HSC22038(a)) (Ward 7) (In-Person) (For today's meeting)

6.5 Matt Johnston, Urban Solutions Planning & Land Development Consultants Inc., respecting Hamilton Tax Increment Grant Program in relation to 75 James Street South, Hamilton (In-Person) (For a future meeting)

6.6 Glen Norton, Music Hall Alliance / New Vision Church, respecting an overview for plans for the Music Hall at New Vision Church (In-Person) (For a future meeting)

7. DELEGATIONS

7.2 Douglas Mattina, Kemp Care Network (formerly Dr. Bob Kemp Hospice), respecting next steps towards acquisition of the land (sale or lease) at 41 South St. W. (In-Person) (Approved November 15, 2023) - WITHDRAWN

10. DISCUSSION ITEMS

10.11 Advisory Committee for Persons with Disabilities (ACPD) Report 23-011 - November 14, 2023

10.12 Family Shelter System (HSC23041(b)) (City Wide)

10.13 Interview Sub-Committee to the General Issues Committee Report 23-005 - December 1, 2023

10.14 2024 Property & Liability Insurance Renewal (LS23041) (City Wide)

10.15 Red Hill Valley Parkway Inquiry Final Report (PW23029(a)) (City Wide)

12. NOTICES OF MOTION

12.1 Stormwater Funding Review (City Wide)

14. PRIVATE AND CONFIDENTIAL

14.3 Appointments to the Climate Change Advisory Committee for the 2022 - 2026 Council Term

CHANGE TO THE ORDER OF THE AGENDA

Item 10.15, respecting the Red Hill Valley Parkway Inquiry Final Report will be dealt with immediately following Item 8.1 - Introduction of David Boghosian, Boghosian+Allen LLP, City of Hamilton's Integrity Commissioner and Lobbyist Registrar

(Cassar/Hwang)
That the agenda for the December 6, 2023 General Issues Committee meeting, be approved, as amended.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

(b) DECLARATIONS OF INTEREST (Item 3)

Councillor Brad Clark declared a Disqualifying interest to Added Item 6.5, Matt Johnston, Urban Solutions Planning & Land Development Consultants Inc.,

respecting Hamilton Tax Increment Grant Program in relation to 75 James Street South, Hamilton (In-Person) (For a future meeting), as his son had a business relationship with the principal owner of Urban Solutions.

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

(i) (Nann/Tadeson)
That the following minutes of the General Issues Committee be approved, as presented:

(1) November 9, 2023 - Special (Item 4.1)

(2) November 15 and 21, 2023 (Item 4.2)

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

(d) COMMUNICATIONS (Item 5)

(i) Correspondence from Shelley Falconer, President and CEO, Art Gallery of Hamilton, resecting Item 10.10 - Art Gallery of Hamilton Energy Billing Approach and Recommendations (PED23258 / PW23065) (Added Item 5.1)

(Kroetsch/Danko)
That the correspondence from Shelley Falconer, President and CEO, Art Gallery of Hamilton, resecting Item 10.10 - Art Gallery of Hamilton Energy Billing Approach and Recommendations (PED23258 / PW23065), be received and referred to consideration of Item 10.10.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

(e) DELEGATION REQUESTS (Item 6)

(i) (Danko/Pauls)

(a) That the following Delegation Request, be received; and

(b) That Clerk's staff be directed to forward to the individual, the Mayor's statement from November 21, 2023 on Israel and Gaza and to provide contact information for local Federal Government representatives:

(1) Adeel Khan, respecting a motion to demand a permanent ceasefire, return of all hostages from both sides and a resumption of dialogue between the representatives of Israel and Gaza, immediate repatriating all Canadians and their relatives stuck in the occupied Gaza strip, and recognition of International Day of Solidarity with the Palestinian People in line with the United Nations (Nov. 29) (In-Person) (For a future meeting) (Item 6.2)

Result: MOTION, CARRIED by a vote of 12 to 2, as follows:

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
No	-	Ward 2	Councillor Cameron Kroetsch
No	-	Ward 3	Councillor Nrinder Nann
Yes	-	Ward 4	Councillor Tammy Hwang
Yes	-	Ward 5	Councillor Matt Francis

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

Due to a declared conflict, Item 6.5 was voted on separately, as follows:

(ii) **(Danko/Pauls)**
Matt Johnston, Urban Solutions Planning & Land Development Consultants Inc., respecting Hamilton Tax Increment Grant Program in relation to 75 James Street South, Hamilton (In-Person) (For a future meeting) (Added Item 6.5)

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

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

(iii) **(Danko/Pauls)**
That the balance of the Delegation Requests, be approved as follows:

(1) Karl Andrus, Hamilton Community Benefits Network, respecting Report PED19063(e), Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land, which was Item 14.3 on the November 15th agenda (In-Person) (For a future meeting) (Item 6.1)

(2) Douglas Kwan, Advocacy Centre for Tenants Ontario, respecting access to justice issues and delays at the Landlord and Tenant Board and its impact on Hamiltonians (In-Person) (For a future meeting) (Added Item 6.3)

(3) Brian Sibley, Hamilton East Kiwanis Non-Profit Homes Inc., respecting Item 10.9 - Ontario Priorities Housing Initiative and Poverty Reduction Funding for 1540 Upper Wentworth Street (HSC22038(a)) (Ward 7) (In-Person) (For today's meeting) (Added Item 6.4)

(4) Glen Norton, Music Hall Alliance / New Vision Church, respecting an overview for plans for the Music Hall at New Vision Church (In-Person) (For a future meeting) (Added Item 6.6)

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

(f) DELEGATIONS (Item 7)

(i) Nanty H. Abraham, Hannan Foundation Canada, respecting Issues Surrounding Homelessness, Food Banks, and Mental Health and Proposed Collaboration Opportunities with Hannan Foundation Canada (In-Person) (Approved November 15, 2023) (Item 7.1)

Nanty H. Abraham, Hannan Foundation Canada, addressed the Committee respecting Issues Surrounding Homelessness, Food Banks, and Mental Health and Proposed Collaboration Opportunities with Hannan Foundation Canada.

(Hwang/Kroetsch)
That the Delegation from Nanty H. Abraham, Hannan Foundation Canada, respecting Issues Surrounding Homelessness, Food Banks, and Mental Health and Proposed Collaboration Opportunities with Hannan Foundation Canada, be received.

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

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

(ii) Brian Sibley, Hamilton East Kiwanis Non-Profit Homes Inc., respecting Item 10.9 - Ontario Priorities Housing Initiative and Poverty Reduction Funding for 1540 Upper Wentworth Street (HSC22038(a)) (Ward 7) (In-Person) (Added Item 7.3)

Brian Sibley, Hamilton East Kiwanis Non-Profit Homes Inc., addressed the Committee respecting Item 10.9 – Report HSC22038(a), Ontario Priorities Housing Initiative and Poverty Reduction Funding for 1540 Upper Wentworth Street.

(Pauls/Danko)
That the delegation from Brian Sibley, Hamilton East Kiwanis Non-Profit Homes Inc., respecting Item 10.9 – Report HSC22038(a), Ontario Priorities Housing Initiative and Poverty Reduction Funding for 1540 Upper Wentworth Street, be received.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
Yes	-	Ward 2	Councillor Cameron Kroetsch

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

(g) STAFF PRESENTATIONS (Item 8)

(i) Introduction of David Boghosian, Boghosian+Allen LLP, City of Hamilton's Integrity Commissioner and Lobbyist Registrar (Item 8.1)

Jason Thorne, Acting City Manager, introduced David Boghosian, Boghosian+Allen LLP, the City of Hamilton's Integrity Commissioner and Lobbyist Registrar who provided the Committee with an introductory presentation.

(Clark/Horwath)
That the presentation from David Boghosian, Boghosian+Allen LLP, the City of Hamilton's Integrity Commissioner and Lobbyist Registrar, be received.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

Yes	-	Ward 15	Councillor Ted McMeekin

(h) DISCUSSION ITEMS (Item 10)

(i) Red Hill Valley Parkway Inquiry Final Report (PW23029(a)) (City Wide) (Added Item 10.15)

Jason Thorne, Acting City Manager, provided opening remarks on Report PW23029(a), respecting the Red Hill Valley Parkway Inquiry Final Report and introduced external legal consultants Eli Lederman and Delna Contractor, Lenczner Slaght LLP who provided Committee with a verbal overview of the report.

(1) **(Cassar/Nann)**
That the overview of Report PW23029(a), respecting the Red Hill Valley Parkway Inquiry Final Report provided by external legal consultants Eli Lederman and Delna Contractor, Lenczner Slaght LLP, be received.

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

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

(2) **(Clark/Pauls)**
That sub-section (b), to Report PW23029(a), Red Hill Valley Parkway Inquiry Final Report, ***be amended*** by deleting the words "***establishment of the Working Group and***" as follows:

(b) That the General Manager, Public Works, or their designate be directed to provide an initial update to the General Issues

Committee by March 31, 2024 on the ~~***establishment of the Working Group and***~~ associated Action Plan; and,

Result: *AMENDMENT*, DEFEATED by a vote of 4 to 10, as follows:

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

For disposition of this matter, refer to Item 16.

(i) STAFF PRESENTATIONS (Item 8) (Continued)

(i) Asset Management Plans (PW23073) (City Wide) (Item 8.2)

Patricia Leishman, Director, Corporate Asset Management, addressed the Committee with a presentation respecting Report PW23073, Asset Management Plans.

(Hwang/Wilson)
That the staff presentation respecting Report PW23073, Asset Management Plans, be received.

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

Yes	-	Mayor Andrea Horwath	
Yes	-	Ward 1	Councillor Maureen Wilson
Yes	-	Ward 2	Councillor Cameron Kroetsch
Yes	-	Ward 3	Councillor Nrinder Nann
Yes	-	Ward 4	Councillor Tammy Hwang
Yes	-	Ward 5	Councillor Matt Francis
Absent	-	Ward 6	Councillor Tom Jackson
Yes	-	Ward 7	Councillor Esther Pauls

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

For disposition of this matter, refer to Item 1.

(ii) Recess

(Pauls/Tadeson)
That the General Issues Committee recess for 30 minutes until 12:45 p.m.

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

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

(iii) Canada Mortgage and Housing Corporation Housing Accelerator Fund Incentive Programs (PED23143(b) / HSC23017(b)) (City Wide) (Item 8.3)

Al Fletcher, Manager - Housing and Neighbourhood Development, and Phil Caldwell, Senior Project Manager - Urban Renewal, addressed the Committee with a presentation respecting Report PED23143(b) / HSC23017(b), Canada Mortgage and Housing Corporation Housing Accelerator Fund Incentive Programs.

(Horwath/Cassar)
That the staff presentation respecting Report PED23143(b) / HSC23017(b), Canada Mortgage and Housing Corporation Housing Accelerator Fund Incentive Programs, be received.

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

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

For disposition of this matter, refer to Item 2.

(j) DISCUSSION ITEMS (Item 10) (Continued)

(i) Housing Sustainability and Investment Roadmap Work Program: City Property Review and Property Disposition Strategies (PED23099(a) / HSC23028(a)) (City Wide) (Item 10.6)

(i) (Horwath/Nann)

(a) That staff be directed to proceed with a market offering of the city-owned property at 171 Main Street East, in accordance with the “Sale of Land Policy By-law” being By-law No. 14-204, with the net proceeds of the sale to be used for affordable housing purposes;

(b) That staff be directed to initiate a Zoning By-law Amendment application for the city-owned property at 9 Clarence Street for the purpose of permitting multiple dwellings (DE-2) of five storeys, and report back to General Issues Committee with a disposition strategy for a nominal value sale to a non-profit affordable housing provider or a direct partnership with a non-profit housing provider, for the purpose of affordable housing;

(c) That staff be directed to initiate a Zoning By-law Amendment application for the city-owned property at 70 Hope Avenue for the purpose of permitting multiple dwellings (DE-2) of three storeys and report back to General Issues Committee with a disposition strategy for a nominal value sale to a non-profit affordable housing provider or a direct partnership with a non-profit housing provider, for the purpose of affordable housing;

(d) That the property known as 5 Lake Avenue South, Stoney Creek be declared surplus to the requirements of the City of Hamilton, in accordance with the "Sale of Land Policy By-law" being By-law No. 14-204, for the purposes of achieving the city's affordable housing objectives, and that staff be directed to use an open process to select a non-profit housing provider and negotiate an agreement for the disposition of 5 Lake Avenue South, Stoney Creek for net nominal value consideration, for the purpose of affordable housing, and report back to General Issue Committee for approval;

(e) That staff be directed to use an open process to select a non-profit housing provider and negotiate an agreement for the disposition of 13 Lake Avenue South, Stoney Creek for net nominal value consideration, for the purpose of affordable housing, and report back to General Issue Committee for approval;

(f) That staff be directed to initiate a Zoning By-law Amendment Application for the city-owned property at 1126 Garth Street for the purpose of permitting multiple dwellings (DE-2) of three storeys and report back to General Issues Committee on a disposition strategy for a nominal value sale to a non-profit affordable housing provider or a direct partnership with a non-profit housing provider, for the purpose of affordable housing; and,

(g) That a new capital project with funding of up to $150K from the Housing Accelerator Fund Reserve #112259, be approved to be used for costs associated with the rezoning and disposition of the properties identified in Recommendations (a)-(f) to Report PED23099(a) / HSC23028(a).

(ii) (Francis/Spadafora)
That sub-sections (d) and (e) to Report PED23099(a) / HSC23028(a), Housing Sustainability and Investment Roadmap Work Program: City Property Review and Property Disposition Strategies, be DEFERRED

to the February 21, 2024 General Issues Committee to allow the Ward Councillor to consult with the local community:

(d) That the property known as 5 Lake Avenue South, Stoney Creek be declared surplus to the requirements of the City of Hamilton, in accordance with the "Sale of Land Policy By-law" being By-law No. 14-204, for the purposes of achieving the city's affordable housing objectives, and that staff be directed to use an open process to select a non-profit housing provider and negotiate an agreement for the disposition of 5 Lake Avenue South, Stoney Creek for net nominal value consideration, for the purpose of affordable housing, and report back to General Issue Committee for approval;

(e) That staff be directed to use an open process to select a non-profit housing provider and negotiate an agreement for the disposition of 13 Lake Avenue South, Stoney Creek for net nominal value consideration, for the purpose of affordable housing, and report back to General Issue Committee for approval;

Result: *AMENDMENT*, CARRIED by a vote of 8 to 7, as follows:

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

For further disposition of this matter, refer to Item 8.

(k) NOTICES OF MOTION (Item 12)

(i) Stormwater Funding Review (City Wide) (Added Item 12.1)

(Cassar/Tadeson)
That the Rules of Order be waived to introduce a motion respecting Stormwater Funding Review.

Result: MOTION, CARRIED by a 2/3 Majority vote of 15 to 0, as follows:

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

For disposition of this matter, refer to Item 17.

(l) PRIVATE & CONFIDENTIAL (Item 14)

(i) (Spadafora/Cassar)
That the following Closed Session minutes of the General Issues Committee be approved, as presented and remain confidential:

(1) Closed Session Minutes - November 9, 2023 - Special (Item 14.1)

(2) Closed Session Minutes - November 15 and 21, 2023 (Item 14.2)

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

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

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

Committee determined that discussion of Item 14.3 was not required in Closed Session; therefore, the matter was addressed in Open Session, as follows:

(ii) Appointments to the Climate Change Advisory Committee for the 2022 - 2026 Council Term (Added Item 14.3)

For disposition of this matter, refer to Item 18.

(m) ADJOURNMENT (Item 15)

(Tadeson/Francis)
That there being no further business, the General Issues Committee be adjourned at 3:04 p.m.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

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

Respectfully submitted,

_____
Deputy Mayor Alex Wilson
Chair, General Issues Committee

_____
Angela McRae
Legislative Coordinator
Office of the City Clerk

ACTO TDCP Advocacy Centre for Tenants Ontario | Tenant Duty Counsel Program

Hamilton Community Legal Clinic
Clinique juridique communautaire de Hamilton

January 8th, 2024

SENT BY EMAIL : angela.mcrae@hamilton.ca

General Issues Committee
City of Hamilton
2nd Floor
71 Main Street West
Hamilton, Ontario
L8P 4Y5

Re: Challenges at the Landlord and Tenant Board and its Impact on Hamilton's Housing Crisis

Dear General Issues Committee;

Please accept this cover letter, slide deck, and a letter from the Municipality of Chatham-Kent written to the Province, Tribunals Ontario, and the Landlord and Tenant Board's ("LTB") seeking systemic changes to its service delivery letter for inclusion in the agenda for the meeting on January 17, 2024. These materials are in support for our request that the City of Hamilton send a similar letter and to direct staff to carry out its wishes on the matter.

About HCLC and ACTO

The Hamilton Community Legal Clinic (HCLC) is a community legal clinic that serves low income residents from anywhere in the City of Hamilton, including the Mountain, Stoney Creek, Dundas, Ancaster, Waterdown, Flamborough, Mount Hope, Glanbrook and Winona. Our aim is to be as accessible as possible to those who may need our services. We are committed to adapting our services to meet community needs and working with individuals, groups and service providers to improve legal rights and promote access to justice. Our staff and board members are active in local as well as provincial networks, agencies and coalitions to further this goal.

The Advocacy Centre for Tenants Ontario (ACTO) is a specialty community legal clinic with a province-wide mandate to advance and protect the interests of tenants living with lower incomes. This is accomplished through our work in systemic litigation, policy and law reform, community organizing, and public legal education. ACTO also provides legal information and assistance to self-represented tenants appearing at the Landlord and Tenant Board through the Tenant Duty Counsel Program.

Background

As Council may be aware, the Landlord and Tenant Board is entrusted to resolve disputes between tenants and landlords under the Residential Tenancies Act. The Board achieves this by adjudicating issues between the parties and assists in resolving matters before they reach adjudication such as the use of mediation or releasing important information guides on the rights and responsibilities of the parties. When the LTB is not operating effectively, the public loses faith that their rights and responsibilities will be protected. That dysfunction has a direct impact on the housing and homelessness crisis that has gripped the province.

Three years ago, the Board adopted a remote service model which permanently removed all in person services to the public. This change marked a significant decline in the Board's ability to resolve disputes in a timely fashion, created a digital divide for many tenants preventing them from fully participating in their hearings, and it created a situation whereby homelessness prevention programs that had worked well with the in-person services at the Board to save tenant households from being unfairly evicted and left homeless are now less effective.

Impact on Hamiltonians

For Hamilton residents this meant losing the regional office located at the Ellen Fairclough Building. That building also was known in the community as the ODSP office making it relatively easy for Hamiltonians to find and attend their hearing. Closing that office meant that Hamiltonians lost access to their counter service which provided support for people filling out forms and obtaining essential documents to understand their case. The loss also meant that Hamiltonians no longer had guaranteed access to the Board's Dispute Resolution Officers (mediators) on the day of their hearings and access to tenant duty counsel were reduced. Far more matters were proceeding to merit hearings because of the decreased support from mediators and duty counsel and thus lengthening the hearing blocks. Hamiltonian's also lost the benefit of having three dedicated days every week to hear only their disputes at the Board The removal of in person services created a situation where Hamiltonians in 2018 used to wait approximately 30 days to have their applications heard and now that wait has ballooned to between 6 months to two years.

The impact that this has had on the housing crisis has been profound. The removal of in person services created situations, in Hamilton and elsewhere, where the majority of tenants (55.6%) participated in their hearings by phone whereas the majority of landlords (74%) participated by video and in other situations tenants could not participate at all due to the digital divide. This has led to evictions that could have been prevented and other negative outcomes that have exacerbated the housing and homelessness crisis.

Municipalities have had to devote more resources to supporting its vulnerable residents and in most cases are not able to bridge the digital divide that the LTB has created. Tenancies that would otherwise be sustained through intervention from a municipal

homelessness prevention program, tenant duty counsel, or mediation services are now falling through the cracks because of the removal of in-person services at the LTB. As you may know, once an affordable housing unit is taken from a community then it is lost forever because of rent control exemptions. As the city and the province are not replacing affordable units at the same rate as we are losing units it is imperative that the city does everything in can to preserve its affordable housing stock

LTB Operational Decisions Leading to Dysfunction

1) Removing regional scheduling and having disputes from across the province heard at every hearing block preventing adjudicators from understanding the local housing conditions and becoming familiar with the parties in order to issue just decisions, Toronto and other cities with larger tenant populations have their matters heard more frequently than Hamilton disputes, and homelessness prevention programs could no longer efficiently help residents without a hearing block dedicated to them.
2) The permanent closure of the regional office in Hamilton and elsewhere have slowed the LTB's ability to address urgent matters, parties cannot easily access documents without overcoming several digital barriers, and residents can not ask questions from knowledgeable and experienced staff to ensure that simple mistakes are caught prior to the day of their hearing.
3) Only select virtual hearing blocks are assigned mediators and moderators (virtual concierge helps participants on the day of their hearing to navigate the process) leaving adjudicators to themselves to manage the virtual waiting area, move people to breakout rooms and adjudicate the complex matters before them.
4) Where there are multiple applications regarding the same address they are heard in separate hearing blocks and assigned different adjudicators which is both inefficient and creates a situation where unfair and inconsistent outcomes may arise.
5) Hallway conversations that used to resolve a large number of applications before proceeding to adjudication are no longer possible with virtual hearings with most matters proceeding directly for adjudication and increasing the Board's backlog;

What Did the Ombudsman Office Say?

1) "A significant number of tenants, in contrast to landlords, do not have access to video technology and must participate in hearings by phone," while the landlord and the adjudicators are in a video hearing room. Some tenants lack access to phones, rendering their participation in virtual hearings impossible without accommodation (Ombudsman's report, para. 198).
2) Virtual hearings are "chaotic," with participants struggling and sometimes failing to join their hearing, or "losing audio connection part way through." Adjudicators reported being unable to find and share documents on screen during a hearing. People are inappropriately placed on mute. Tenants cannot review documents when the landlord presents them and cannot share their screen if they have relevant evidence to rebut the landlord's evidence (Ombudsman's report, para. 215-220).

3) Delays in issuing Orders, the former Associate Chair admitted, “this is not ideal – let me be clear. We used to do 4 [days to issue orders], now we’re at 30. We have a serious problem.” (Ombudsman’s report, para. 238)
4) Landlord applications took an average of 6 to 9 months to be heard but tenant applications about maintenance and tenants’ rights issues took up to 2 years with some applications from 2017 yet to be resolved. (Ombudsman’s Report, para. 6).
5) It was unconscionable to permit tenant applications to lie dormant for up to six years. “The official said the Board generally prioritized scheduling of landlord applications to reduce the backlog, because it could hear more applications in the available time. While tenant applications may be more time intensive, this does not justify shelving them in order to process landlord matters that can be more expeditiously disposed of. The Board should immediately triage the outstanding tenant matters”; (Ombudsman’s report, para. 148);

The Ombudsman concluded that “[d]espite the dozens of specific recommendations I have already made, addressed at improving efficiencies … at virtually every stage, I believe that more is required…Over the past few years, the Board has proven itself unequipped for the task of reducing its extraordinary backlog of applications…[the] Board is fundamentally failing in its role of providing swift justice to those seeking resolution of residential landlord and tenant issues.” (para. 306)

Recent Announcements Will Not Resolve the Crisis

With over three years of dysfunction with its remote service model, the Board is continuing to forge ahead with this system even despite the scathing report from the Ombudsman. Over the last two years, the LTB announced that they would send a computer and/or a flip phone to parties if an LTB Vice Chair agrees that an accommodation is needed and the provinces funding announcements of more staff and adjudicators. During that same time the backlog increased from 32,800 in April 2021 to 53,057 by March 2023.

The most recent announcement was an influx of $6.5 million from the province’s contingency funds to hire 40 additional adjudicators and five office staff. This announcement occurred at a time when the LTB was struggling to process a significantly reduced workload (compared to pre-pandemic levels) with an unprecedented number of adjudicators. There were 36 full time and 45 part time adjudicators in November 2022 when the Board was receiving anywhere between 19,000 to 7,000 fewer applications than its pre-pandemic caseload. By comparison, in 2010/11, the LTB had 46 full time and 10 part time adjudicators with a caseload of 80,000 applications. In that year, applications were heard between 5 weeks for most matters to 26 weeks for complex cases compared to the 7 to 8 month average for all applications in Fall 2022.

Our Request

In summary, the appropriate solution must address the problems created when the Landlord and Tenant Board removed in-person services by making in-person services the default and not the exception, returning to regional scheduling to support

municipalities other than Toronto and Ottawa, and re-opening counter services at the Ellen Fairclough building to improve early intervention supports to tenants.

We are available to answer any questions or comments that you may have.

Sincerely,

Douglas Kwan
Director of Advocacy and Legal Services, ACTO

Clare Freeman
Executive Director
Hamilton Community Legal Clinic

Michael Ollier
Legal Director
Hamilton Community Legal Clinic

Advocacy Centre for Tenants Ontario | Tenant Duty Counsel Program

Landlord and Tenant Board (LTB) – Challenges and Solutions

January 17, 2024

BACKGROUND

Background: Landlord and Tenant Board (LTB)

- ACTO offers the Tenant Duty Counsel (TDC) Program to ensure Ontario's tenants have access to legal advice on the day of their hearing.
- Busiest tribunal in Ontario typically receives 80,000 applications for hearings per year prior to the pandemic.
- 44 former regional sites across the province providing service.

- Incl. 8 Regional Offices (London, Hamilton, Mississauga, Ottawa, Toronto North, Toronto South, Toronto East, Sudbury) provided full LTB services.

Before Digital: Landlord and Tenant Board (LTB)

- All locations offered mediation
- All hearings scheduled both tenant and landlord cases
- All locations heard only disputes within the region/municipality
- All locations had regional adjudicators familiar with the community
- All locations offered tenant duty counsel services (“TDC”)
- Some locations offered eviction prevention services on site.

Before Digital: Landlord and Tenant Board (LTB)

- Regional Centres offered counter staff support to walk-ins.
- Visual markers assisted participants
- Low Barrier Access
- Hallway conversations would result in more resolutions/eviction prevention
- Seeing homelessness prevention services, mediation, tenant duty counsel services in-person increased trust and likelihood that participants would utilize these services.

Ellen Fairclough Building (aka ODSP office), LTB Regional Office, 119 King Street W., 6th Floor.
LTB held hearings three times per week providing full services for Hamilton.

Key Dates

- January 2020 - Ombudsman launched investigation on delays at the LTB (landlord applications waited 7 weeks and tenant applications were 8 weeks for hearing)
- March 2020 to August 1/20 – LTB heard only urgent or serious cases
- September 2020 – announcement of Digital First strategy
- November 2020 – Digital First strategy made permanent without consultation
- Fall 2020 – local/regional scheduling ends in favour of provincial scheduling and applications begin to be heard separately
- October 2022 – First In-Person LTB hearing held in Ontario
- May 2023 – Ombudsman released report (97 pages, 61 recommendations) citing tenants waiting up to two years and landlords 6-9 months for a hearing

What are the current challenges at the LTB?

2. Delays

1. Access to Justice

3. Operational Services

Unequal Access to Justice

- Digital Divide has been a challenge for people living in rural and remote areas, whose first language is neither French or English, individuals with disabilities, literacy, and numeracy challenges.
- The CRTC's broadband target of 50 Mbps download, 10 Mbps upload, and unlimited data.
- In 2019, only 30.5% of rural households and 16.1% of First Nations households in Ontario could meet the CRTC broadband target;
- 2022 Deloitte Study : 39% of households earning less than $40,000 per year (median income of Ontario's renters is $58,800) met CRTC minimum.
- The Ontario Bar Association and non profits serving Ontarians including the United Way have expressed concerns

Unequal Access to Justice

55.6% of tenants participate in their hearing by phone

74% of landlords participate by video in their hearing

98% of tenants appearing before the LTB are unrepresented

Unequal Access to Justice

- "A significant number of tenants, in contrast to landlords, do not have access to video technology and must participate in hearings by phone," while the landlord and the adjudicators are in a video hearing room. Some tenants lack access to phones, rendering their participation in virtual hearings impossible without accommodation. (para.198 of Ombudsman's report)
- Virtual hearings are "chaotic," with participants struggling and sometimes failing to join their hearing, or "losing audio connection part way through." Adjudicators reported being unable to find and share documents on screen during a hearing. (para. 215-220 of the Ombudsman's report)
- Loss of regional familiarity, less aware of bad actors that frequent the Board – provincial scheduling model

Delays Due to Other Factors Beyond the Pandemic

Application	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018
Applications Received	73,208*	61,586**	48,422**	88,874	82,095	80,791
Applications Resolved***	52,986	61,868	35,983	72,064	79,476	78,744
Active Cases at Year-End****	53,057	32,800	34,731	22,803	14,725	12,944

Delays Due to Other Factors Beyond the Pandemic

- Delays attributed to three factors:
  1. Digital hearings have led to delays (p. 217, Ombudsman)
  2. Scheduling hearings provincially (p. 214, Ombudsman)
  3. Scheduling by hearing type
- In March/23, landlord applications took an average of 6 to 9 months to be heard and tenant applications up to 2 years. (para. 6 Ombudsman's Report)
- 9,323 tenant applications unresolved with 2 going back to 2017, 13 to 2018, and 78 from 2019. (para. 146 Ombudsman's Report)

Operational Service Concerns

- Documents uploaded to new Online Portal go missing or are not available at the hearing
- Moderators assigned to a select few hearing blocks - some adjudicators are left alone to manage the waiting area and adjudicate hearings
- Fewer Mediators - assigned only for the busiest hearing blocks
- Urgent matters are addressed more slowly due to the closure of the regional centres - immediate access to documents or a decision requesting a stay of an eviction takes longer (days instead of hours)
- Call Centre wait times **doubled** from 18 minutes to 37 minutes from 2020 to 2023 while calls **dropped by 39%** from 202,000 to 123,000
- LTB documents such as the Notice of Hearing are confusing with key information not easily identified.
- Dedicated IT support line only established after Ombudsman's Report

Ombudsman's Report (May 4/23)

- The new case management program cannot identify urgent cases or alert staff of urgent cases. In some instances, it closed files before an order was issued. (para. 106, 230)
- Poor training - only half of the 72 adjudicators knew how to adjudicate all types of applications. (para. 100)
- LTB prioritized landlord applications over tenant applications because they were less time intensive. "It is unconscionable to permit tenant applications to lie dormant for up to six years." (para. 148)
- Tenant applications were scheduled with unreasonable allotment of time - often leads to the matters returned to the queue for rescheduling. (para. 149)
- Government chose not to renew the terms of experienced adjudicators and delayed in appointing new ones (para. 78)

Ombudsman's Report (May 4/23)

- The conduct of the LTB, Tribunals Ontario and Ministry of the Attorney General was unreasonable pursuant to s. 21(1)(b) of the Ombudsman's Act.
- "Despite the dozens of specific recommendations I have already made, addressed at improving efficiencies … at virtually every stage, I believe that more is required…Over the past few years, the Board has proven itself unequipped for the task of reducing its extraordinary backlog of applications…Board is fundamentally failing in its role of providing swift justice to those seeking resolution of residential landlord and tenant issues." (para. 306)
- Ministry of the Attorney General, Tribunals Ontario, and LTB should report back in six months time and at six month intervals thereafter until the Ombudsman is satisfied that adequate steps have been taken to address recommendations.

The Dysfunction at the LTB has Exacerbated the Housing Crisis

- Role of LTB to remind parties of their rights and hold them to their responsibilities.
- In 2019, 58% of tenants who received notices for eviction did not attend their eviction hearings – eviction orders were issued in their absence
- Upstream intervention is key. 97.4% Tenants and 20.05% Landlords appear unrepresented at the LTB (Tenant Access to Justice Project, 2018)
- In Canada, more than 235,000 people experience homelessness in any given year, and 25,000 to 35,000 people may be experiencing homelessness on any given night.
- In Hamilton, 37% of renters spend more than 30% of their household income on rent and 14% spend more than 50%. 10% (compared to 8% across the province)of units in need of major repairs.

The Dysfunction at the LTB has Exacerbated the Housing Crisis

- Asking rents in 2023 have increased across Ontario from 10% to 35% compared to 2022 and 24.9% of Ontario's renters are in core housing need.
- When a tenant is evicted from an affordable unit, it is an affordable unit lost forever because of vacancy decontrol.
- Delays create larger arrears making tenants ineligible for accessing rent banks and other programs for support. Also increases debts for housing providers.
- Many tenants are not appearing for their hearings, especially tenants in the North.
- Increase in all notices of eviction because of rapidly escalating rental prices, vacancy decontrol, and the impact of financialized housing. When tenants assert their rights, delays invite more harassment from landlords

What steps has the LTB taken to address these challenges?

Measures Taken to address the Challenges

- Tribunals Ontario Portal launched (December 8, 2021) for parties to submit their documents
- Mobile access terminals that offer internet, audio/visual equipment, additional IT supports and a revised website to explain how participants can request in-person hearings and log onto online hearings
- Phone pilot: participants can receive a flip phone to participate in hearings
- $4.5 million funding increase over three years to LTB (April 1, 2022)
- $1.4 million to hire 35 additional operational staff (November 2022)
- $6.5 million funding announcement to hire 40 additional adjudicators and five office staff (April 5, 2023)

Measures Will Have Minimal Impact

- Funding for more adjudicators is from the Province's contingency funds and likely temporary.
- Concurrent provincial scheduling continues disadvantaging mid size and smaller municipalities
- Applications involving the same address still not scheduled together
- Resolving disputes before the hearing still challenging without hallway conversations, homelessness prevention programs ready and available for tenants on the day of the hearing, and fewer mediators, moderators and TDC available to assist parties
- Very few in-person hearings granted –Vice Chair required to approve
- Parties are still not participating using the same format (phone vs. video)
- Dedicated LTB regional centres remain closed to the public.

Measures Will Have Minimal Impact

- More adjudicators will have a marginal impact compared to changing the scheduling and hearing format for parties.
  - In 2010/11 - 46 Full time adjudicators plus 10 part time members scheduled hearings as quickly as five weeks to 26 weeks with decisions issued in three weeks with 80,000 applications for hearing that year.
  - In November 4, 2022: 36 full time members (including Vice Chairs) and 45 part time members (including Vice Chairs) and delays were 7 to 8 months on average for a hearing.
  - In Fall 2023 : 61 full-time and 54 part time
  - Backlog has grown from 34,731 in 2021 to 53,057 on March 2023.
  - "Over the past few years, the Board has proven itself unequipped for the task of reducing its extraordinary backlog of applications."

What Policy Proposals Can Stakeholders Offer to Improve LTB Operations?

Solutions

Tribunals Ontario should bring back in-person hearings as a viable option to promote effective access to justice

Immediately Move forward with Ombudsman's recommendations and improve operations

Reopen Regional Offices to provide counter staff services

The LTB can create a navigator program to connect with parties prior to their hearing to determine eligibility for remote hearing or if other options are more suitable

Tribunals Ontario should collect data and proactively seek feedback from users about their experience, which should guide any future developments

LTB Should Return to a Regional Scheduling Model

Solutions: Effective Access to Justice

- Remove digital barriers to access
- Provide parties with clear choice for remote and in-person hearings
- Offer minimum number of in-person hearings to increase pre-hearing resolutions (i.e. hallway conversations) to reduce backlog and prevent unnecessary evictions
- Ontario Human Rights Commission , Health Care Professionals, United Way, and landlord and tenant advocates support a return to in-person hearings
- Courts and Tribunals have returned to In-Person hearings by default or hybrid format

Solution: Adopt Ombudsman's Recommendations and Improve Operations

- Immediately implement all 61 recommendations
- Improve website navigation
- Review and revise forms to ensure they are written in plain language
- Ensure documents on the portal are easily accessible for users and representatives
- Continue mailing correspondence for parties as an alternative to logging on to the portal
- Improved back office processes to ensure relevant documents are included in the portal promptly

Solution: Reopening Regional Offices

- LTB staff are knowledgeable in the law and Board policies and procedures unlike Service Ontario staff
- In-person supports can improve referrals to appropriate services (i.e. Rent bank, TDC)
- Minimize delays as documents can be reviewed for minor errors when they are filed
- Provide immediate support to parties for emergency matters
- Can more easily provide parties and TDC with relevant documents on the day of the hearing

Solution: LTB Navigator Program

- Contacting parties before the hearing
  - Assist with pre-hearing outreach: assess remote hearing suitability
  - Inform tenants of TDC and other community supports (e.g. Interpreters, homelessness prevention programs)
  - Offer mediation services prior to hearing

Solution: People-Centred Approach to Guide Future Development

- Innovation must be led through collaboration
- Regular user surveys such as the one offered by the Social Security Tribunal
- Gather data about barriers to entry and applications filed at the Board and their outcomes
- Post findings publicly to enhance accountability and transparency
- Annual Review of all processes to ensure LTB is providing fair and accessible services.

Solution : Bring Back Regional Scheduling

- Improved access to housing and homelessness supports
- Better service to rural and smaller communities
- All applications should be heard together
- No more concurrent hearings
- Predetermined sittings of the LTB
- Adjudicators would be familiar with local housing situation and parties

# of days from Filing to a Hearing in 2018

Hamilton – **29.2** days from filing
Ottawa – **29.6** days from filing
Thunder Bay - **55.4** days from filing
Belleville - **46.6** days from filing
Sarnia - **58.3** days from filing
Toronto addresses North of Eglinton - **38.7 days** from filing
Toronto addresses South of Eglinton - **80 days** from filing

Thanks!

Any questions?

You can find me at:

douglas.kwan@acto.clcj.ca

*All info was taken from ACTO LTB Handout

Chatham-Kent
Cultivating Growth, Shore to Shore

Health and Human Services
Employment & Social Services
P 519-351-8573 | F 519-351-5090
Toll Free 1-800-382-4940
ckess@chatham-kent.ca

November 27, 2023

Hon. Doug Ford, Premier of Ontario
Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Trevor Jones, MPP, Chatham-Kent-Leamington
Sean Weir, Executive Chair, Tribunals Ontario

We are writing today to ask for immediate action on the 61 recommendations accepted by Tribunals Ontario by the Ontario Ombudsman in May 2023, regarding the current Landlord and Tenant Board (LTB) system in Ontario. Further, we are asking for a LTB location to be set up within Chatham-Kent.

Chatham-Kent, like many other municipalities in Ontario and Canada, has a shortage of affordable housing and thus unlawful and unnecessary losses of affordable units are not something that we can abide. The current LTB system is contributing to this issue and contributing to homelessness.

Tenants and landlords in Chatham-Kent are suffering hardships, losing tenancies or homes because of delays and inequities in the current 'virtual-first system'. Chatham-Kent is largely rural and many tenants and landlords do not have access to high-speed internet, a computer, transportation out of the community, or the skills to navigate this complex and technical new system. Further, the wait times are still lengthy, especially for tenants, causing frustration with the system and abandonment of their cases and homes.

Chatham-Kent has a large French speaking population as well as a growing number of residents for whom English is not their first language, who need equal access to LTB applications, mediation, and tribunals.

This year, approximately 70 people were evicted without appropriate notice from a long-term rental "hotel" and while staff, legal clinic staff and outreach partners tried to save their tenancies, the pressures were too great and the tenants walked away. Some of these households have landed in the emergency housing and shelter system and others in encampments. This is terribly stressful and unhealthy for those residents and adds pressure to Police, Social Services, EMS, and so on. Within the former tribunal system, this could have been stopped and some of those tenancies saved. This is only one example, there are many.

Further, social services staff and the staff of community partners are spending hours waiting to assist their clients to attend a virtual tribunal. While they are doing this, they cannot help those other residents find and secure housing.

Landlords are also reporting that backlogs in the system are resulting in increased financial hardship. With the rising costs of properties in Chatham-Kent it is essential that landlords receive rents and protect their investments and have access to tribunal in a timely manner.

Chatham-Kent Legal Clinic management report that staff are jumping between multiple virtual tribunal calls trying to assist numerous clients at the same time and they are not able to deliver the level of assistance that they are intended to provide.

We want the province to know that as a municipality we agree that the 61 recommendations are valid and the need for action is urgent.

Providing a Landlord and Tenant Board location, hearing disputes between our residents, will be a return to a program that existed prior to the pandemic. Hearings were held at the W.I.S.H Centre at 177 King Street East in Chatham three times a month. The hearing locations were fully staffed with adjudicator(s) and mediator(s) who had knowledge of the local supports and familiarity with the housing situation here. That service model provided better service for our residents and most importantly saved tenancies that were sustainable, which helped alleviate the homelessness that we are seeing in the community today.

Chatham-Kent is committed to a respectful and cooperative relationship with the province of Ontario and we are offering administration’s assistance with securing a cost effective space for the landlord and tenant tribunal location within Chatham-Kent.

Sincerely,

Mayor and Council Members

C. Mayors and Councils of Municipalities of Ontario

Submitted on Tue, 12/12/2023 - 11:21

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
General Issues Committee

Will you be delegating in-person or virtually?
In-person

Will you be delegating via a pre-recorded video?
Yes

Requestor Information

Requestor Information
Susan J. Creer
Accessible Hamilton

Reason(s) for delegation request
I want to complain about the BIA's taking away parking spaces in Dundas, Hamilton, etc. based an article by Craig Campbell in the Hamilton Spec. Susan Creer wants to grieve BIA/City taking away parking in the City lots. Dec. 9. 2023. And complain about "porch patios" as well for the are not a covid relief but were set up by former Ward 1 councillor Aidan Johnson in his Westdale area in 2016 as a favour to the BIA restaurants there.

Will you be requesting funds from the City?
No

Will you be submitting a formal presentation?
Yes

Submitted on Mon, 12/18/2023 - 15:52

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
General Issues Committee

Will you be delegating in-person or virtually?
In-person

Will you be delegating via a pre-recorded video?
No

Requestor Information

Requestor Information
Ian Hamilton
HOPA Ports
605 James St N
Hamilton, ON. L8L 1K1
ihamilton@hopaports.ca

Preferred Pronoun
he/him

Reason(s) for delegation request
Port authority activities update

Will you be requesting funds from the City?
No

Will you be submitting a formal presentation?
Yes

Submitted on Tue, 11/21/2023 - 08:52

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
General Issues Committee

Will you be delegating in-person or virtually?
In-person

Will you be delegating via a pre-recorded video?
No

Requestor Information

Requestor Information
Karl Andrus
HAMILTON COMMUNITY BENEFITS NETWORK

Preferred Pronoun
he/him

Reason(s) for delegation request
Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land (PED19063(e)) (Ward 2) (Outstanding Business List Item) (Item 14.3)

Will you be requesting funds from the City?
No

Will you be submitting a formal presentation?
No

Submitted on Mon, 12/04/2023 - 13:37

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
General Issues Committee

Will you be delegating in-person or virtually?
In-person

Will you be delegating via a pre-recorded video?
No

Requestor Information

Requestor Information
Glen Norton
Music Hall Alliance / New Vision Church

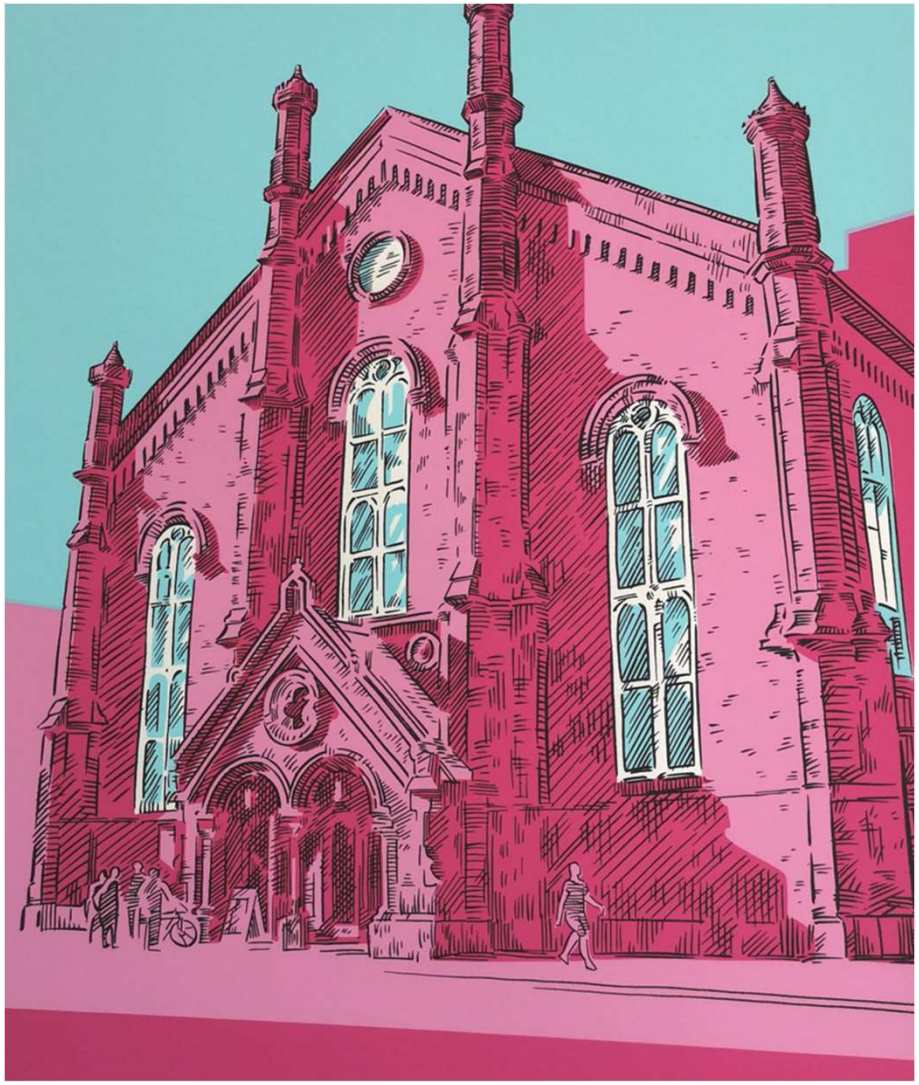
Preferred Pronoun
he/him

Reason(s) for delegation request
To provide an update and overview for plans for the Music Hall at New Vision Church

Will you be requesting funds from the City?
Yes

Will you be submitting a formal presentation?
Yes

MUSIC HALL ALLIANCE & NEW VISION CHURCH



An overview and update of the Music Hall Project

GIC January 17th, 2024

Who We Are

Glen Norton, Board Member, Music Hall Alliance (Operator & Presenter)

Dan Peace & Helen Bradley, Trustees, New Vision Trustees (Landlord)

Left: Tom Wilson

Why are we here

We envision the project as a solution to three problems:

1) Lack of a mid-sized music venue in Hamilton

2) Need to ensure financial viability of the New Vision building for preserving of the historic building and New Vision's mission downtown

3) Provide an affordable, accessible and safe space for marginalized and racialized voices to express their creativity

1) Lack of Mid Sized Venues (1000 seat venue)

- City of Hamilton Music Strategy (2014) & Economic Development Strategy identified the need for a mid sized venue in Hamilton (2016 to 2020)
- Music venues are very challenged now because of COVID, development pressures, price of real estate, economy etc (City commissioned Nordicity report: Re:Venues: A Case for Hamilton's Live Music Industry)
- Reimagining Music Venues, Toward new models of conservation and innovation for Ontario's live music spaces (University of Toronto/Wavelength Music (2023) underscored the importance of fostering and adaptable and resilient live music ecosystem in Ontario

2) Continuing New Vision's Mission downtown, preserving architecturally significant space downtown:

- The Music Hall was originally built as Centenary Methodist Church in 1868, a stunning example of Victorian-Romanesque architecture
- Highly valued Casavant pipe organ with over 5,000 pipes
- Wrap-around mezzanine and massive stained-glass windows with seating capacity of 994
- Future of the property in jeopardy due to lack of funds

3) Provide an affordable, accessible and safe space for marginalized and racialized voices to express their creativity

- Give more opportunities to marginalized groups, helping to diversify the arts, address important social issues, and bring new voices to the fore.
- Programming will prioritize voices from local talent and marginalized groups, including racialized, Indigenous, and 2SLGBTQIA+ artists.
- The building has a variety of spaces available for a variety of uses and audience sizes.

The Music Hall Alliance is:

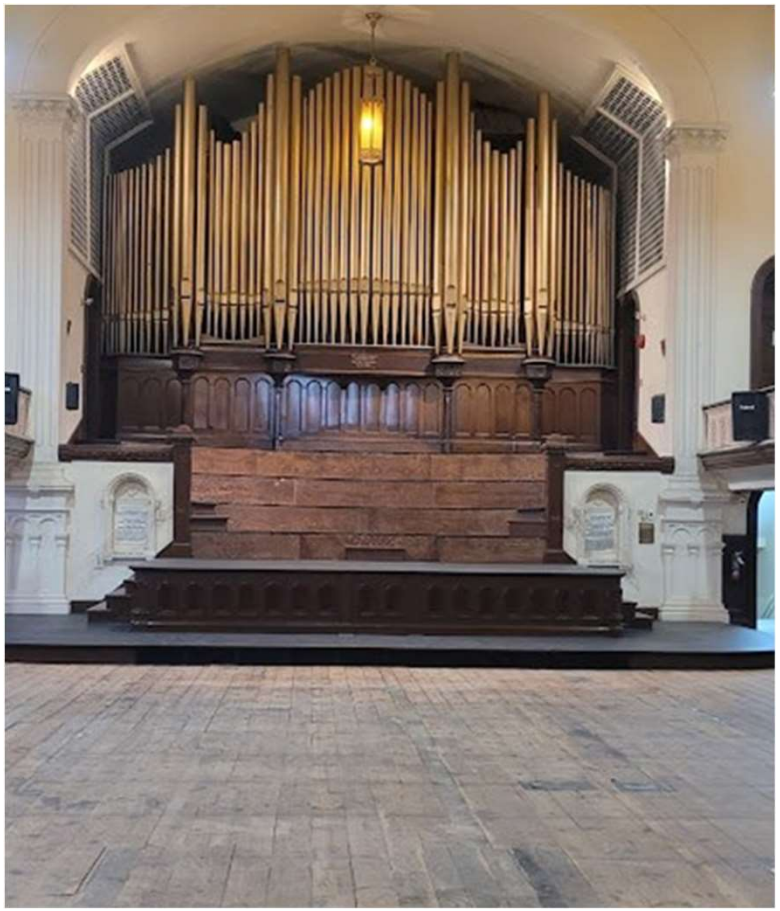
- Not-for-profit music presenter and venue operator at The Music Hall in downtown Hamilton
- Will manage this historic space as a performance and music hall to serve the needs of the local and regional creative communities including marginalized and racialized groups (The Tenant)
- Will lease the building from New Vision (The Landlord)

Membership is free

- And available to all who are interested (performing artists, musicians, creatives, other presenters)
- Currently has a board of 7, an advisory group of 7 and a membership of 43 and growing

Roots of the project (chronology)

- Congregations shrinking/resources shrinking; merger of Centenary/St. Giles (2014), recognition that the New Vision building required structural and restorative work
- City of Hamilton identified the need for a mid sized venue within the downtown core (2014)
- Architect retained by New Vision (Invisij) to develop feasibility study (2017) (assistance through Economic Development Division)
- Some funds raised and advisory group struck (disbanded/reorganized 2022) and investment made by United Church of Canada
- Funds expended to bring building into fire code compliance (with some financial assistance from the City Programs), events starting to be held; New Vision renting directly to presenters
- Current advisory group established 2023 and Alliance incorporated as a not-for-profit entity



Progress to date on renovations

Over $550,000 already invested:

- $400,000 from United Church Canada and New Vision
- $55,000 in Public Donations
- $25,000 from Concerts and Events
- $70,000 from Granting Agencies (including the City's Heritage Property Grant)

Full Scope of Project

- Full Capital Budget is over $4 million
- Current Phase will bring building to where it is safe, welcoming, by-law compliant for 994 person occupancy (in main hall)
- Budget for Current Phase is $1.3 million
- Future Phases include new accessible and gender neutral washrooms, elevator replacement, new HVAC, exterior restoration, improvements to upgrade user comfort and experiences

Breakdown of Current Scope of Project

Capital Budget of $1.3 million for initial phase of capital works:

- $850,000 for structural reinforcement of the former sanctuary (main hall) floor, environmental abatement, demolition and repair of lower floor walls and ceiling
- $150,000 to raise the balcony railing for safety (heritage features maintained)
- $180,000 for audio visual, lighting and stage equipment
- $120,000 for renovations to the smaller presentation spaces, multi-functional and training spaces, meeting rooms and communal areas

Funding Sources for Current $1.3 Million Phase:

- $290,000 loan from the United Church of Canada
- $128,000 existing approved City of Hamilton Heritage Grant
- $900,000 being sought from City
- Any shortfall would be addressed via community donations, possible sponsorships
- Other granting agencies will be approached once Municipal funds committed (i.e. Province, Federal Gov't etc.)

Moving Forward

- Currently New Vision Trustees operating space
- Move to a long-term lease with the Music Hall Alliance and New Vision with and a Board representative of the space users
- Business Plan developed and working on an Operational Plan outlining how we will operate the space, create a long-term operational model, hire staff and continue seeking funds for future phases of development of the space
- Training ground for youth/ new to creative space with priority given to marginalized youth and groups
- EDI framework and policies created with assistance of Evelyn Myrie, Empower Strategy Group

Opportunities to Collaborate with the City of Hamilton

With Tourism & Culture to find ways to support the Music Strategy and Live Music Venues

With Economic Development to aid in the Downtown Revitalization and entertainment precinct development

With Healthy and Safe Communities Department to provide space and programming for/with this division's initiatives

As a venue for future PED Talks, other department/division staff enrichment programming

Music Hall Alliance Board

Stephen Sloan, Chair
Glen Norton, Vice Chair
Jacqueline Norton, Secretary
Ken Dick
Kerry Doole
Sean Jones
Evelyn Myrie
Helen Bradley (New Vision Representative)
Dan Peace (New Vision Representative)

Music Hall Alliance Advisory Board

Astrid Hepner

Harrison Kennedy

Mike Bruce

Annette Paiement

Jeffrey Martin

Tim Potocic

Rob Zeidler

Music Hall Alliance Membership

Harrison Kennedy
Daniel Lanois
Andrew Lauzon
Matthew Macfadzean
Jeffrey Martin
Melissa Mcclelland
James Bryan Mccollum
Tania Miller
Marco Mondano
Evelyn Myrie
Glen Norton
Jacqueline Norton
Annette Paiement
David Premi
Bob Roper

Steve Sloan
Logan Staats
Steve Strongman
Jamie Tennant
Liam Tyndall (LTtheMonk)
Tom Wilson
Rob Zeidler
Lou Molinaro
Tom Dertinger
Matt Moore
Colin Lapsley
Dean Fulton
Lindy Vopnjford
Sean Jones

Helen Bradley
Mike Bruce
Debbie Bruce
Tyler Bruce
Emma Cubitt
Ken Dick
Kevin Dick
JR Digs
Kerry Doole
Brad Germain
Astrid Hepner
Darcy Hepner
Dan Peace
Tim Potocic

SUPPORT FROM OUR MEMBERS

Steve Strongman:

I know the importance of supporting Live Music venues, and if my voice and name can help in any way, I'm all in.

I think it's a fantastic project and I'm happy to play a role in it, whatever that needs to be.

JR Digs:

It's exciting to hear that things are still moving forward in a positive and exciting way at the Music Hall. Having my annual Hamilton holiday fundraiser at the Music Hall every December 23rd for so many years now has given me a tremendous connection to this place and I will enjoy very much to be a part of helping in any way I can to continue building this venue into what I know it could become in Hamilton.

Logan Staats:

I am totally on board to join the Music Hall Alliance. I love this venue and in my opinion, it's totally underused right now. I'm happy to hear it's getting renovated.

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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	City of Hamilton Public Engagement Policy (CM21011(b)) (City Wide) **(Outstanding Business List Item)**
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Cindy Mutch (905) 546-2424 Ext. 4992 Jocelyn Strut, 905) 546-2424 Ext. 5702
SUBMITTED BY: **SIGNATURE:**	Morgan Stahl Director, Government Relations & Community Engagement

RECOMMENDATION

(a) That the City of Hamilton Public Engagement Policy attached as Appendix “A” to Report CM21011(b) be approved;

(b) That staff be directed to review the public engagement policy and report back to Council at a minimum of every four years on the implementation of the policy and any required updates;

(c) That staff report back to the General Issues Committee in Q4 2024 with a status update respecting the implementation of the Public Engagement Policy and creation of a corporate-wide Public Engagement Strategy;

(d) That one Full Time Equivalent (FTE) for a Performance Reporting & Impact Evaluation Specialist and one FTE for a Project Manager specializing in Public Engagement, at an annualized total of $302,000 be referred to the 2025 Budget in the Government Relations and Community Engagement Division, to facilitate corporate-wide public engagement programming, training, and reporting; and,

(e) That the items respecting the City of Hamilton Public Engagement Policy be removed from the Outstanding Business List.

EXECUTIVE SUMMARY

The City of Hamilton's (City's) Term of Council Priorities for 2022-2026 identifies responsiveness and transparency as a key component to supporting the City's vision to be the best place to raise a child and age successfully. Public engagement plays an integral role in advancing these priorities as it enables community members to participate in decision-making and problem-solving initiatives.

When a lens of inclusivity, diversity, equity, and accessibility (IDEA) is applied, barriers to participation are reduced, allowing for a greater number of diverse voices to be involved in City-led public engagement activities. Meaningful and inclusive public engagement builds transparency, trust, and confidence in municipal government through increased public access to City information and participation in decision-making processes that impact residents and their community.

The COVID-19 pandemic impacted City-led public engagement and highlighted the need to establish a corporate-wide Public Engagement Policy. At the October 6, 2021, GIC meeting (Report CM21011), Council unanimously supported the development of a corporate-wide Public Engagement Policy and Administrative Framework.

The draft Public Engagement Policy, attached as Appendix "A" to Report CM21011(b) has been designed to lead consistent, effective, and meaningful public engagement processes between the City, the public, and interested community partners to support decision-making by City Council and Administration. This policy adheres to but does not supersede the requirements and/or provisions of any current legislation that guides municipal engagement activities and represents the first step towards a broader Public Engagement Strategy that will be drafted in 2024.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: There are no financial impacts associated with the approval of Report CM21011(b). Staff anticipate the future need for two FTE beginning in 2025 to support the full implementation of the Public Engagement Policy, with an annualized budget impact of $302,000, which is recommended for referral to the 2025 budget process.

Staffing: Staff anticipate the need for two (2) full-time staff, commencing in 2025, to provide the necessary resources to implement the corporate-wide Public Engagement Policy and develop an Administrative Framework and overarching Public Engagement Strategy as it is not feasible to incorporate this volume of work into existing roles and deliver the intended results. To be successful and support the consistent application of meaningful public engagement practices related to Term of Council Priorities, dedicated

resources committed to this work will be required. It is recommended that an addition of one (1) Performance Reporting & Impact Evaluation Specialist (Grade 6) and one (1) Project Manager, Public Engagement (Grade 5) in the Government Relations & Community Engagement Division be referred to the 2025 Budget process. These roles would be responsible to lead, coordinate, implement, and analyse research/evaluation, performance measurement, and compare municipal best practices to ensure departmental, corporate, and Term of Council priorities and reporting requirements are met.

Legal: N/A

HISTORICAL BACKGROUND

In 2014, the Hamilton Engagement Committee was established to advise staff on how residents could be actively engaged in City decision-making processes, resulting in the endorsement of Hamilton's first Public Engagement Charter in 2015. Utilizing the principles of the Charter, staff captured the voices of over 55,000 residents from 2015-2016 to create the city's updated 25-year community vision (Our Future Hamilton).

In 2019, an internal corporate-wide Public Engagement Community of Practice was established for staff to share knowledge, explore best practices, and improve public engagement outcomes. The practice currently includes over 115 cross-departmental staff that meet quarterly. Through the Practice, an annual survey was developed to further understand the breadth of City-led public engagement initiatives and facilitate enhanced coordination. Since 2020, City-led engagement projects have grown by 43%, with 110 projects planned for 2024.

In 2020, the City invested in a centralized and interactive online public engagement platform, Engage Hamilton (www.hamilton.ca) platform offers residents the opportunity to learn about and contribute to important City initiatives and expanded engagement activities online to reduce barriers to participation. Since implementation, the site has featured 164 public engagement projects to-date.

Following Council's endorsement of the October 6, 2021, General Issue Committee Report CM21011 and Appendix "A", respecting the Scope of Work and Project Work Plan for the development of a corporate-wide Public Engagement Policy and Administrative Framework, staff launched a multi-faceted public engagement campaign entitled Reimagining Public Participation in February 2022 to better understand and address current needs and challenges. The outcomes of this campaign were presented at a special General Issues Committee meeting on June 23, 2022, followed by Report CM21011(a) on July 4, 2022. Eight key themes were identified:

1. Incorporate public input into decision-making efforts;
2. Establish clear and consistent public engagement processes and expectations;
3. Lead authentic community collaboration and outreach efforts;
4. Ensure inclusive, equitable, diverse, and accessible public engagement planning and design;
5. Use multiple engagement methods to collect feedback;
6. Share information broadly, listen and report back;
7. Enhance capacity through public engagement training and awareness; and,
8. Strengthen public trust and improve transparency.

In 2023, two full-time staff members were hired to support the development of the public engagement policy. In addition to this work, the team provides strategic advice on a broad range of public engagement projects across all City departments, including defining public participation objectives, recommending tools and techniques, and providing strategies to support inclusive participation and mitigate potential risks.

Members of the public engagement team are trained through the International Association of Public Participation (IAP2) and are experts in applying best practices for City-led public engagement activities. In the past 12 months, the public engagement team have applied over 465 staff hours towards supporting cross-departmental public engagement activities, including providing advice to over 50 City-led projects.

On November 9, 2023, staff coordinated a special GIC meeting for senior leadership, the Mayor and Members of Council which included IAP2 facilitated training on meaningful public engagement. This training was offered to support 2022-2026 Term of Council priorities related to improved City-led public engagement practices.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Federal and provincial regulations dictate a minimum level of engagement that must be carried out for certain projects. The Public Engagement Policy (attached as Appendix “A” to Report CM21011(b)) complements legislative engagement activities and does not supersede legal requirements for public consultation and/or specific provisions of any current legislation that guides municipal engagement activities, such as the Planning Act or the Environmental Assessment Act.

RELEVANT CONSULTATION

Community Engagement Campaign: Reimagining Public Participation
To inform the development of a public engagement policy, City staff launched a multi-faceted Reimagining Public Participation campaign in February 2022 to better understand resident preferences and experiences with City-led public engagement. Engagement techniques utilized multiple methods, including an online survey, one-to-

one interviews with key decision-makers, and specialized consultation sessions with equity-deserving and traditionally underrepresented groups in City decision-making processes.

Feedback from the campaign highlighted consistent insights, themes, and core recommendations. Of note, participants from equity-deserving communities shared that they are:

- Traditionally not well engaged in civic activities;
- Face multiple barriers to participation; and,
- Require different or alternate engagement methods.

The Public Engagement Policy, attached as Appendix "A" to Report CM21011(b), is the first step towards responding to and addressing the recommendations of the Reimagining Public Participation campaign.

Public Engagement Community of Practice Members
Staff provided an overview of the campaign's results at the September 2022 meeting and facilitated a workshop session in December 2022 to understand existing challenges and opportunities related to City-led engagement activities. Results from both meetings were used to inform the Public Engagement Policy attached as Appendix "A" to Report CM21011(b). In 2024, the Public Engagement Policy will be piloted with strategic City-led engagement projects supported by members of the Community of Practice and other internal project leads.

Annual Internal Public Engagement Survey
The annual survey seeks to better understand the breadth of City-led public engagement initiatives planned for the coming year in addition to enhancing cross-departmental collaboration and public engagement planning efforts, identifying internal training needs, and reducing engagement fatigue in community by better leveraging City resources and activity scheduling.

The survey also considers how staff will engage with marginalized, equity-deserving and traditionally under-represented groups and populations. Results from the 2023 survey indicated greater intentionality in considering how to engage with equity-deserving communities. The results from the annual survey have informed the Public Engagement Policy (attached as Appendix "A" to Report CM21011(b)).

Public Works: Corporate Security Office
Based on an increasing need to focus on workplace safety for staff, as well as safety for members of the public, staff met with the Corporate Security Planning team to understand their role and opportunities to address safety in public engagement activities. These include:

- Raising awareness of the role the Corporate Security Office can play in supporting events that may be controversial;
- Identifying timelines for Event Security Request Forms to be submitted by project leads;
- Requiring a minimum of two staff to be present at a meeting/activity; and,
- Including Guidelines for Respectful Participation that can be posted and shared at all public engagement events.

Corporate Services: Corporate Records and Freedom of Information
Staff worked with the Corporate Privacy Specialist to ensure the privacy information included in the Public Engagement Policy (attached as Appendix "A" to Report CM21011(b)) are in compliance with legislated standards and the City of Hamilton Protection of Privacy Policy (approved January 14, 2021).

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Foundations of Public Engagement
Public engagement is a term that is often used interchangeably with public participation, community engagement, and citizen participation. For the purposes of Report CM21011(b), the Public Engagement Policy (attached as Appendix "A" to Report CM21011(b)) will use the term public engagement. Public engagement is defined as an intentional process involving participants in thoughtful discussion to help inform City decision-making processes. Public engagement is most effective when:

- It is planned for at the start of a project as a series of events that works to build trust and foster increased understanding on an issue;
- The process is authentic;
- Residents feel their input is valued; and,
- The process results in informed decision-making, reflecting the needs, interests, and thoughts of the community.

Early and continuous public engagement activities for City-led projects provides opportunities for staff to better understand the wants, needs and expectations of the community. By engaging residents, community partners and other interested participants in projects and decision-making processes, the City can: achieve better outcomes; strengthen relationships with community members; and, build mutual understanding, trust, and confidence in City decision-making.

Core Values for the Practice of Public Engagement
In developing a new public engagement policy for the City, staff conducted an extensive review of best practices related to public engagement. The International Association for Public Participation (IAP2) is an international association that promotes and advances the practice of public participation globally through targeted initiatives and is guided by

culturally adaptive standards of practice and core values. To align the City's approach to public engagement with that of IAP2, staff have based the development of the policy on the seven core values established by IAP2. These core values contribute to decision-making that reflects the interests and concerns of potentially affected people and participants. They include:

1. Public participation is based on the belief that those affected by a decision have a right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

(Used with permission from IAP2 Canada)*

Key Principles for Effective Public Engagement
In addition to adopting IAP2 core values, staff have updated the City's key principles of public engagement, originally developed for Hamilton's Public Engagement Charter (2015) to help inform and guide staff choices and actions when planning City-led public engagement activities. The following five core principles for City-led engagement include:

1. Building Trust and Relationships: Meaningful and effective public engagement fosters mutual trust and is rooted in respectful relationships with community. Valuing and seeking community-based knowledge and experience through meaningful public engagement will contribute to a stronger, healthier, more vibrant Hamilton.
2. Every voice is valued: Public engagement will be inclusive and accessible to best serve our City by encouraging two-way conversations and strategies that reach diverse communities and ensure that people feel heard and know their input is valued.

3. Clear, timely and transparent information: The City will provide enough time and notice to support and encourage active public participation. The City will clearly explain why we are engaging, what information will be collected, and how public

input will be used. Information will be easy to find, access, and understand. We will ensure that outcomes and next steps are communicated in a timely manner.

4. Adapting Along the Way: The City will be flexible and open to shifting our engagement approaches based on the size and scope of our work, the needs of our community and the availability of resources.

5. Continuously Improving: The City will cultivate a culture of excellence in public engagement by regularly evaluating, co-creating, and embracing new and improved engagement practices.

Establishing Public Engagement Participation Levels
To define the role and influence that the public has in informing decision-making, IAP2 outlines five distinct participation levels, referred to as the Spectrum of Public Participation. The five levels of public participation: Inform, Consult, Involve, Collaborate, and Empower; each defines the role of the public in informing a project's recommendations and the promise that project leads commit to as part of their public engagement efforts. Inform represents the lowest level of influence, with the public having no influence on a decision through to Empower, which places decision-making authority in the hands of the public.

In identifying the levels of public engagement for the City, staff considered how decision-making occurs within a municipal context. As defined by the Municipal Act (Section 2), cities are creatures of the province, and decision-making authority is delegated to municipal councils (and their designate). To manage community expectations on how their involvement in public engagement activities will inform a decision by Council, staff recommend that three distinct levels of public engagement be identified (attached as Appendix "B" to Report CM21011(b)):

Level 1 - Consult: the City will listen to and acknowledge public feedback. The public will share their feedback and perspectives.

Level 2 - Involve: the City will work with the public to understand and consider their feedback. The public's feedback will be reflected in the decision.

Level 3 - Collaborate: the City will partner with the public to shape a decision. The public's feedback will be incorporated in each aspect of the decision (to the maximum extent possible).

When selecting a public engagement level, it is important that project leads select the level with which they can maintain the associated commitment (or promise) to the public. It is for this reason that Empower is not recommended as an engagement level for the City. The goal of Empower is to place final decision-making in the hands of the

public, with the associated promise that the City will implement what the public decides. This recommendation does not preclude aspects of a City-led project from engaging within an empowered level, rather it is respecting that Council (or its designate) is the final decision-maker with respect to City-led projects.

Similarly, because Inform does not involve the public in influencing a project, it is also not identified as a level of engagement for City-led projects. The role of Inform is to ensure the public has the necessary information to be aware of and knowledgeable about a project; to be able to provide informed input into a project; and, to ensure the public is made aware when a decision has been made. Throughout a City-led engagement activity, no matter which engagement level is selected, staff will provide the necessary information so that participants are able to understand the project, its goals and contribute in a meaningful way.

Investment in Public Engagement
Over the past five years, public engagement-related consultant fees have been estimated at an average of $1.2 million each year, corporate-wide. Through Council's initial investment in establishing a centralized public engagement team, cross-departmental project leads have access to trained engagement experts who provide strategic advice, support enhanced planning efforts, identify appropriate engagement tools, leverage enhanced community relationships, and employ an IDEA lens to increase participation in decision-making activities by traditionally under-represented populations. With increased investment of human resources to this team, staff will be able to better support project leads and develop a culture of excellence in this field while also providing the opportunity to reduce related external consultant fees.

The Engage Hamilton platform is an invaluable online tool for public engagement, allowing for additional participation by community members. Since its launch on June 15, 2020, Engage Hamilton has featured 164 projects, welcomed over 331,500 individual visitors with over 97,500 participants undertaking further action such as clicking a link or downloading a document and over 52,100 individuals who actively contributed their feedback by using one of the site's many engagement tools (current as of January 5, 2024).

Engage Hamilton is now a well-recognized public engagement asset within the community and across the corporation. However, the digital divide also impacts many community members, affecting their participation in online or virtual public engagement activities. The platform is not intended to replace in-person engagement activities, but rather offer an additional method that can be used to expand the reach of a project.

To support additional reach and access within our community, the Public Engagement team is developing a comprehensive public engagement lending library and tool kit to further increase access and reduce barriers to participation. Investments include:

- iPads to facilitate real-time online engagement (e.g., survey participation) and may mitigate potential barriers experienced by some participants (e.g., addressing the digital divide). The investment in iPads also encourages multiple methods to be used as part of place-based public engagement activities.
- Meeting OWLs to create an immersive and collaborative hybrid meeting environment in any space using an integrated 360-degree conference camera, microphone, and speaker.
- Branded Engage Hamilton promotional items including tents, banners, tablecloths, comment cards, and additional engagement resources to establish consistent brand recognition and relationship building efforts between City and community.
- Child minding processes to support availability of licensed child minding services at in-person public engagement events to remove potential barriers to participation. This service is offered in partnership with the Children's and Community Services Division of Healthy and Safe Communities Department.

These investments further support the establishment of a centralized Public Engagement team to assist staff in delivering public engagement activities that are both meaningful, effective, inclusive, and accessible.

Risk Mitigation
While the Public Engagement team is active in supporting staff across the corporation, the present decentralized structure for City-led public engagement presents challenges for establishing clear and consistent public engagement practices, including:

- Providing a consistent, effective, and meaningful public engagement process that is transparent and establishes identified expectations for participants;

- Ensuring a clear and consistent understanding of the levels of public engagement, in addition to the appropriate application of related and relevant public engagement methods, tools, and techniques;

- Ongoing perceptions of reduced public trust and transparency in municipal government which in turn leads to increasingly polarized issues and high emotion conflict within the public engagement arena;

- Ebbing community relationships and limited incorporation of IDEA practices to support active and meaningful public participation in municipal decision making efforts.

The adoption of a corporate-wide Public Engagement Policy and additional resources to support the establishment of a centralized public engagement team will help mitigate these risks and contribute to enhanced service delivery.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report CM21011(b) – City of Hamilton Public Engagement Policy

Appendix “B” to Report CM21011(b) – City of Hamilton Levels of Public Engagement Quick Reference

City Manager's Office Policy
Corporate Wide
Policy No. CMO-GRCE-24-01

Hamilton

Content Updated: 2024.01.04
Approval: TBD

Public Engagement Policy

Purpose: To guide consistent, effective, and meaningful public engagement processes between the City of Hamilton, the public, and interested community partners to support decision-making of City Council and Administration. This policy will ensure that the City of Hamilton:

- Achieves a consistent, strategic, and outcomes-driven approach to public engagement;
- Establishes consistent expectations based on Hamilton's three levels of public engagement: consultation, involvement, and collaboration; and,
- Adheres to the public engagement requirements within applicable legislation, including but not limited to the Municipal Act, Planning Act, Environmental Assessment Act and Ontario Heritage Act.

Scope: This policy applies to all City of Hamilton departments and respective City policies, programs, projects, and services that have an impact on the public. There are many reasons why public engagement may be undertaken, but they should all ultimately support a decision-making process for the purposes of:

- Creating a new policy, program, project, or service;
- Evaluating an existing policy, program, project, or service;
- Fulfilling a legislated requirement;
- Responding to a Council-directed request; or,
- Building community and strengthening relationships.

This policy applies to public engagement processes led by City of Hamilton staff and City Council, as well as contractors, consultants, external organizations, and volunteers that provide services on behalf of the City.

This policy does not supersede the requirements and/or specific provisions of any current legislation that guides municipal engagement activities, including the Planning Act, the Environmental Assessment Act, or any other relevant federal and provincial legislation. This policy complements legislative engagement activities to meet internal expectations.

Responsibility: The Government Relations and Community Engagement Division is responsible for periodically reviewing and updating this policy.

Definitions

Interested Community Partner: refers to an individual or group who may have an interest in or be impacted by a topic, issue, or outcome. Interested partners may include

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community members, groups, organizations, businesses, and/or City staff depending on the issue. This term "interested community partner" is used to replace the blanket term "stakeholder" which has colonial connotations.

Levels of Public Engagement: refers to the policy's three levels of public engagement: Consult, Involve, Collaborate.

Public Engagement: refers to an intentional process involving participants in thoughtful discussion to help inform City decision-making processes.

Public Engagement Participants: refers to the idea that public engagement is grounded on the premise that members of the public have the right to have an informed say in decisions that affect their lives, the right to access information from their local government, and the right to transparent and open government that provides them with opportunities for engagement.

Principles for Public Engagement

The City of Hamilton's strategic approach to public engagement will align with the following principles:

1. **Building Trust and Relationships** – Meaningful and effective public engagement fosters mutual trust and is rooted in respectful relationships with community. Valuing and seeking community-based knowledge and experience through meaningful public engagement will contribute to a stronger, healthier, more vibrant Hamilton.

2. **Every voice is valued** – Public engagement will be inclusive and accessible to best serve our City by encouraging two-way conversations and strategies that reach diverse communities and ensure that people feel heard and know their input is valued.

3. **Clear, timely and transparent information** – The City will provide enough time and notice to support and encourage active public participation. The City will clearly explain why we are engaging, what information will be collected, and how public input will be used. Information will be easy to find, access, and understand. We will ensure that outcomes and next steps are communicated in a timely manner.

4. **Adapting Along the Way** – The City will be flexible and open to shifting our engagement approaches based on the size and scope of our work, the needs of our community and the availability of resources.

5. **Continuously Improving** – The City will cultivate a culture of excellence in public engagement by regularly evaluating, co-creating, and embracing new and improved engagement practices.

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Levels of Public Engagement

The City of Hamilton has identified three levels of public engagement: consult, involve and collaborate (as adapted from IAP2 Spectrum of Public Participation). Each level outlines the City's responsibility within the public engagement process and identifies the extent of the public's influence in shaping the decision.

1. **Consult:** the City will listen to and acknowledge public feedback. The public will share their feedback and perspectives.

2. **Involve:** the City will work with the public to understand and consider their feedback. The public's feedback will be reflected in the decision.

3. **Collaborate:** the City will partner with the public to shape a decision. The public's feedback will be incorporated in each aspect of the decision (to the maximum extent possible).

(*Adapted from IAP2 Spectrum of Public Participation. Used with permission from IAP2 Canada)

Informing the public is a requirement of all levels of engagement and occurs throughout the process including following a decision to ensure the public is:

- Aware of and knowledgeable about the project;
- Able to provide informed input; and,
- Aware that a decision has been made.

Policy Expectations and Standards

Public Engagement Plans: A public engagement plan is required for all projects and initiatives that will *consult*, *involve*, or *collaborate* with the community. Projects that only inform the public do not require a public engagement plan but may require a communications plan.

What We Heard Summary Reports: A summary report is required after each engagement phase of a project. This allows the community to see how their input has been considered as part of the decision-making process. What We Heard Summary Reports are required for all projects and should be posted to the Engage Hamilton project page within eight (8) weeks of the engagement phase ending.

Notice of Collection (Privacy): Personal information collected through City-led public engagement activities will be in compliance with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M 56 as amended and section 227 of the Municipal Act. Privacy statements will be included as part of engagement activities hosted on the Engage Hamilton portal.

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Respectful and Safe Public Engagement Spaces: This policy recognizes that the discussion and debate that underlies public engagement activities will be conducted in a respectful and safe manner by all participants, including City staff, contractors, interested parties and the general public. This applies to in-person and online public engagement activities.

Exemptions: Public engagement will not occur in circumstances that relate to:

- Standard operational procedures;
- Confidential or in-camera decisions;
- Emergency or public safety-related decisions; and/or,
- An instance when public feedback will either not influence a decision or when a decision has already been made.

Roles and Responsibilities in Public Engagement

Participant Role:

- Participate in respectful dialogue by offering ideas, suggestions, and alternative solutions.
- Request alternative ways to participate, if required.
- Recognize that citizens elect a Mayor and Ward Councillor whose role is defined in the Municipal Act. Council must represent the public and consider the well-being and interest of the entire municipality.

City Council Role:

- Endorse the public engagement policy and principles to cultivate a culture of excellence in City-led public engagement practices.
- Review and consider input gathered through public engagement in decision-making.
- Promote and support public engagement planning and identify sustainable human and financial resources required to implement this policy.

Administration Role:

- Promote and support public engagement.
- Ensure public engagement is considered for all policy, program, project, or service and that a public engagement plan and a communications plan is created when public engagement is required.
- Ensure adequate time, human and financial resources are dedicated to planning, implementing, and evaluating public engagement activities, both internally and externally.
- Consider input obtained through public engagement as part of their discussions and decision-making processes.

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Project Lead Role (including consultants and community volunteers leading public engagement on behalf of the City of Hamilton):

- Adhere to the public engagement policy.
- Participate in respectful dialogue.
- Collaborate with the Public Engagement Team before a project begins to determine the level of engagement and the support required.
- Ensure allocate adequate project time and budget towards public engagement early in project planning.
- Consider input obtained through public engagement as part of their discussions and decision-making, including recommendations to Council.
- Report back on the public engagement findings and outcomes of decisions to participants and the public.
- Utilize the Engage Hamilton platform to its fullest capabilities to support online and hybrid public engagement activities.
- Select public engagement techniques that will support the objectives of the project.

Public Engagement Team Role:

- Participate in respectful dialogue.
- Develop Hamilton's Public Engagement Strategy to guide consistent, effective, and meaningful public engagement processes between the City of Hamilton, the public, and interested community partners.
- Work with corporate services to develop and implement appropriate public engagement training for City of Hamilton project leads.
- Ensure adequate time, human and financial resources are dedicated to planning, implementing, and evaluating public engagement activities.
- Review the Public Engagement Policy and Guidelines, together with supporting documents, and recommend updates when needed.
- Support project leads to implement this policy.
- Provide guidance on public engagement plans and project plans for Engage Hamilton.

Communications Team Role:

- Work with project leads to develop a communications plan when public engagement is required.
- Design graphics and supporting visuals which are accessible and appealing.
- Promote public engagement activities and opportunities through a variety of tactics using the varied media channels available to the City.
- Provide engaging information through City social media channels to reach various demographics and interested participants.
- Ensure adequate time is dedicated to communicating public engagement activities and opportunities.
- Communicate the outcomes of decisions to participants and the public.

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- Utilize online and digital tools – Hamilton.ca and Engage.Hamilton.ca to provide information accessible to the community in accordance with web standards for accessibility.

Review: The City of Hamilton is committed to ensuring that this policy remains relevant and achieves its intended outcome. This policy will be reviewed, at minimum, every four (4) years.

History: This policy comes into force February XX, 2024.

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HAMILTON'S PUBLIC ENGAGEMENT LEVELS

CONSULT

Staff will get your **feedback** on a project/initiative.

WE PROMISE TO:

Keep you informed.

Listen to and acknowledge your concerns or hopes for the project.

Provide feedback to you on how the input received was used to inform the project.

INVOLVE

Staff will **work with you** throughout the project to ensure your concerns or ideas are understood and considered.

WE PROMISE TO:

Work with you to understand your hopes or concerns.

Develop alternatives that reflect your involvement.

Provide feedback to you on how your involvement contributed to the decision or recommendation.

COLLABORATE

Staff will **partner with you** in order to shape a decision for the project.

WE PROMISE TO:

Ask for your advice.

Incorporate your advice into the project as much as possible.

Provide feedback to you on how your advice contributed to the decision or recommendation.

INFORM

WE PROMISE TO:

Ensure you are aware of and knowledgeable about the project.
Ensure you are able to provide informed input.
Ensure you are aware that a decision or recommendation has been made.

Adapted from IAP2 Spectrum of Public Participation. Used with permission from IAP2.

Public Engagement Policy

Report CM21011(b)
January 17, 2024

Cindy Mutch, Manager Community Initiatives
Jocelyn Strutt, SPM Public Engagement

City Manager's Office
Government Relations and Community Engagement I Community Initiatives

Where we've been…

Public Engagement Charter:
2014-2015

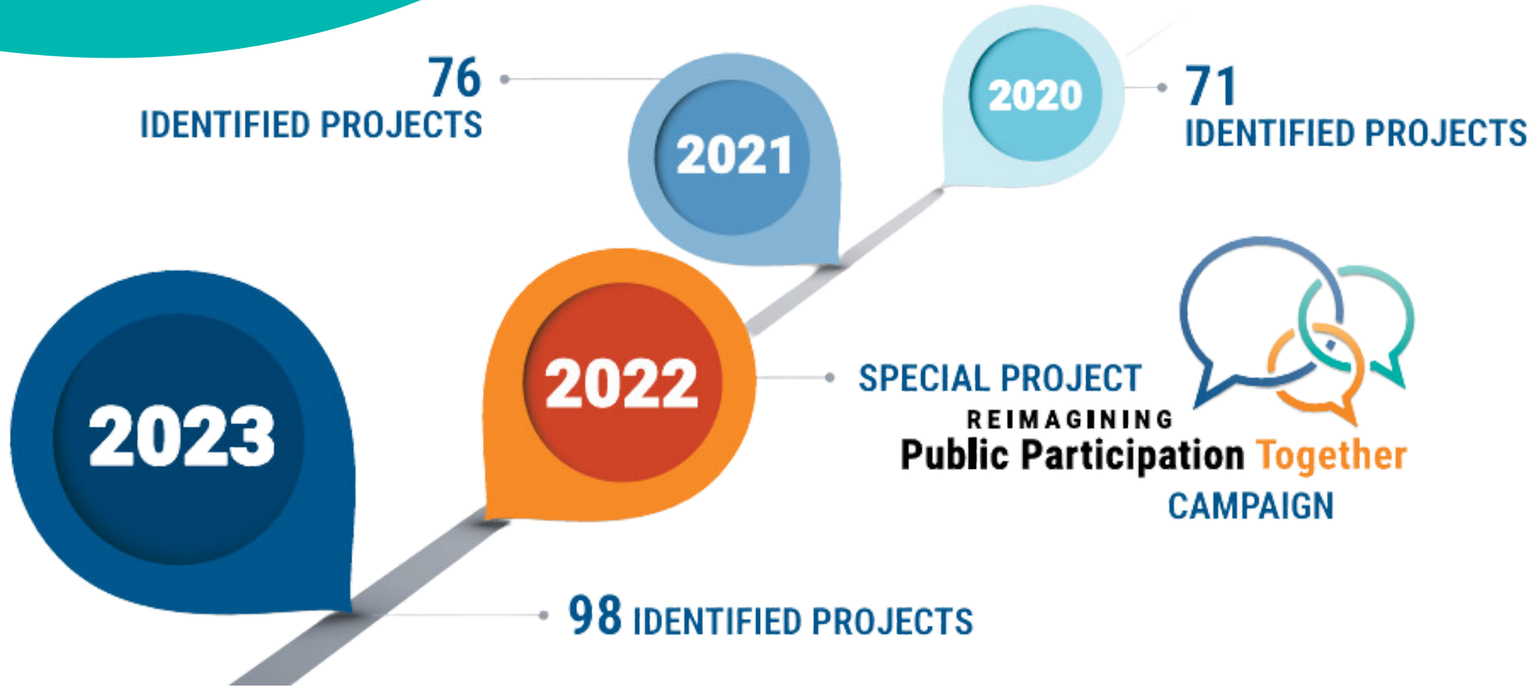
Our Future Hamilton:
2015-2016

OUR FUTURE HAMILTON
"Communities in Conversation"

Annual Public Engagement Summits:
2017, 2018, 2019

Internal Community of Practice: 2019

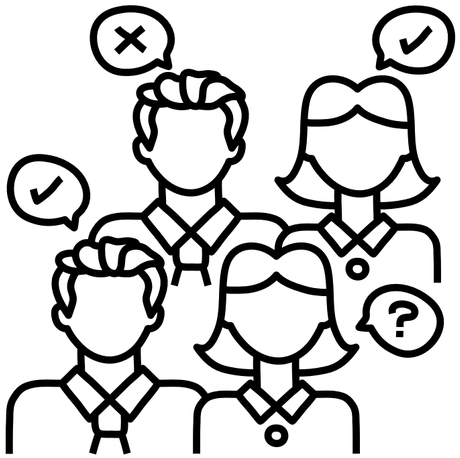
Internal Survey of City-Led Public Engagement: 2020 to present



ENGAGE HAMILTON

Engage Hamilton: 2020

An interactive online platform for residents to learn about and contribute to City initiatives. Engage Hamilton is now a well-recognized engagement asset across the City of Hamilton.



Engage by the numbers...

331,500 Visitors

97,500 Participants

52,100 Engaged

164 Projects Featured

Reimagining Public Participation Campaign: 2022

What we heard:

- Include public input in decision-making
- Establish clear and consistent engagement processes
- Use an IDEA lens in planning for engagement
- Share information, report back
- Multiple engagement methods are needed

Municipal Scan of Public Engagement Practices: 2022

What we heard:

- ☑ Communication is vital
- ☑ Engagement support is important
- ☑ Hybrid engagement models work
- ☑ Acknowledge and remove barriers
- ☑ Staff training is key

Public Engagement Lending Library: 2023

Sharing of resources and tools to support building of effective and consistent implementation of public engagement across City projects.

ENGAGE HAMILTON

Term of Council Priorities

2022-2026:

1. Sustainable Economic and Ecological Development
2. Safe & Thriving Neighbourhoods
3. Responsiveness and Transparency

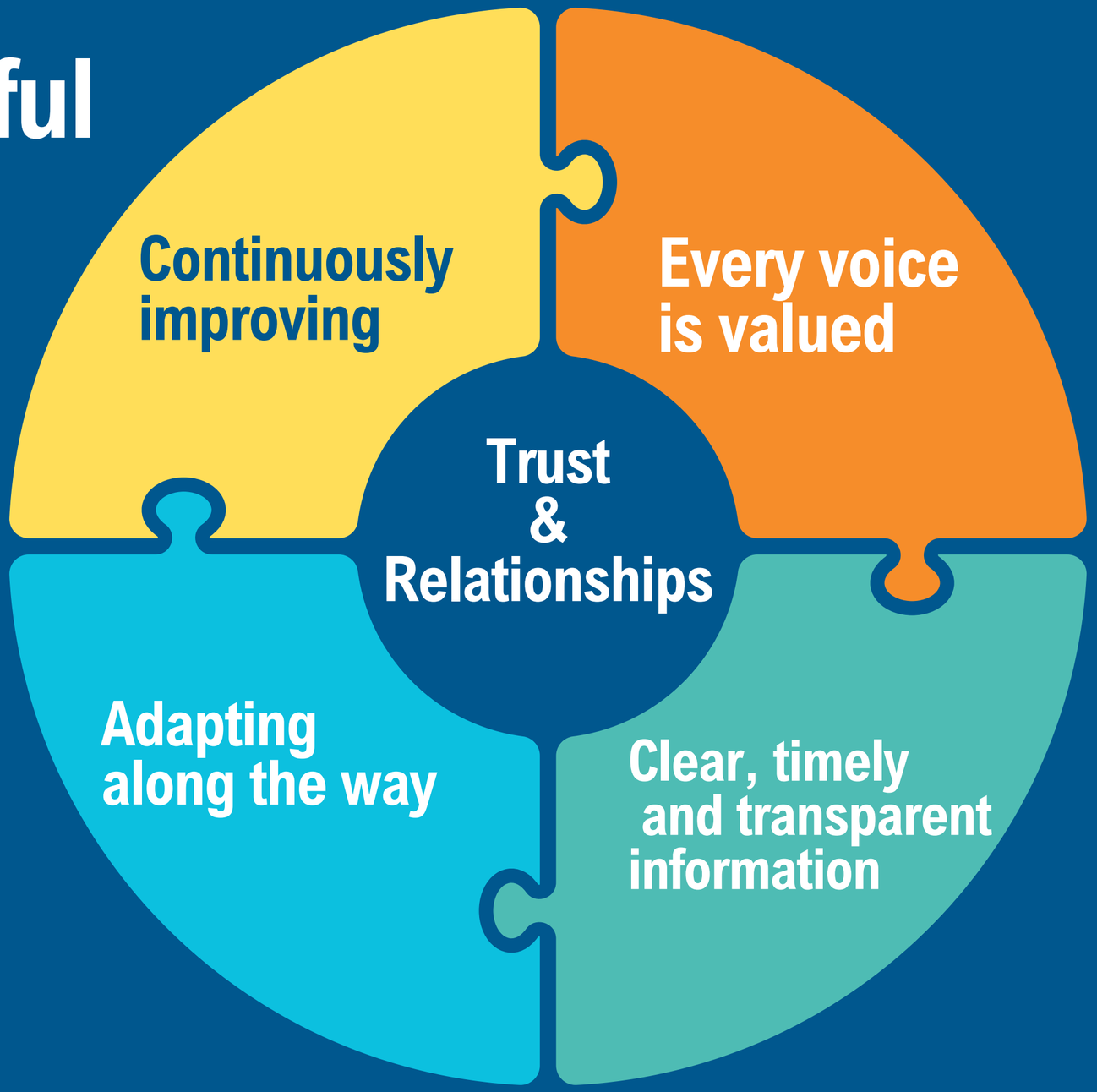
Public Engagement Policy **Highlights**

- Establishes a consistent, strategic, and outcomes-driven approach to public engagement
- Identifies three distinct engagement levels
- Adheres to public engagement requirements in applicable legislation
- Establishes trust and relationships with members of the public who are impacted by decisions

Principles of Meaningful Public Engagement

We will work together to foster a relational, inclusive, accessible, transparent, and reflective practice of engaging with the many voices of Hamilton.

We will shift to be responsive in our approach and build a culture of excellence in public engagement.



Levels of Engagement

CONSULT

Staff will get your **feedback** on a project/initiative.

WE PROMISE TO:

Keep you informed.

Listen to and acknowledge your concerns or hopes for the project.

Provide feedback to you on how the input received was used to inform the project.

INVOLVE

Staff will **work with you** throughout the project to ensure your concerns or ideas are understood and considered.

WE PROMISE TO:

Work with you to understand your hopes or concerns.

Develop alternatives that reflect your involvement.

Provide feedback to you on how your involvement contributed to the decision or recommendation.

COLLABORATE

Staff will **partner with you** in order to shape a decision for the project.

WE PROMISE TO:

Ask for your advice.

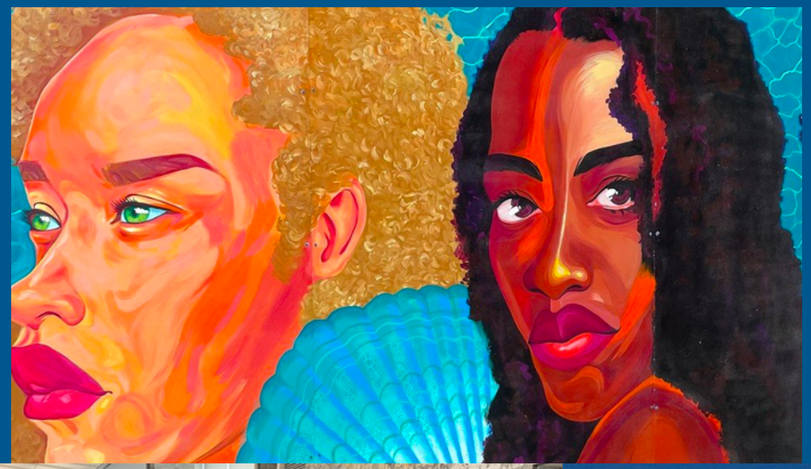
Incorporate your advice into the project as much as possible.

Provide feedback to you on how your advice contributed to the decision or recommendation.

INFORM

Effective Engagement is…

- Authentic & meaningful
- Planned for at the start of a project
- Happens when participants feel their input is valued
- Reflects the needs, interests, ideas & voices of our community
- Informs decision-making

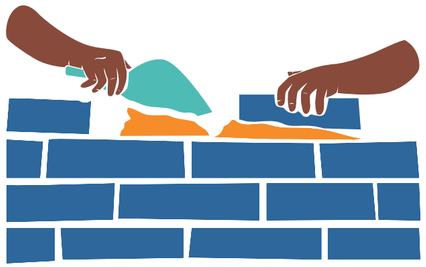


Art work: Top, Sanctuary by stylo starr; Bottom right, All Our Relations by Angela DeMontigny

What's Next?

2024: Our pilot year

Laying the foundation for strong engagement.



1. INVEST in training and capacity building across the corporation
2. REDUCE barriers to meaningful public engagement opportunities
3. DEVELOP a comprehensive evaluation framework

Questions?

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Revised Board of Management for the Ottawa Street Business Improvement Area (PED24004) (Wards 3 and 4)
WARD(S) AFFECTED:	Wards 3 and 4
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

That the following individual be removed from the Ottawa Street Business Improvement Area Board of Management:

Sean Queroub – Nova Sewing.

EXECUTIVE SUMMARY

Changes to Board Members to the Ottawa Street Business Improvement Area Board of Management that includes removal of one Director reducing their current compliment of nine Directors to eight.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Not Applicable

Staffing: Not Applicable

Legal: The *Municipal Act 2001*, Sections 204-215 governs Business Improvement Areas. Section (204) Subsection (3) stipulates "A Board of Management shall be composed of, (a) one or more Directors appointed directly by the Municipality; and (b) the remaining Directors selected by a vote of the membership of the improvement area and appointed by the Municipality". Section 204 Subsection (12) stipulates "…if a vacancy occurs for any cause, the Municipality may appoint a person to fill the vacancy for the unexpired portion of the term and the appointed person is not required to be a member of the improvement area."

HISTORICAL BACKGROUND

A meeting of the Board of Management of the Ottawa Street Business Improvement Area took place on October 20, 2023. At this meeting, the membership received the resignation of Sean Queroub from the position of Director on the Board of Management.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

N/A

CG/rb

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Dundas Business Improvement Area Changes to Board of Management (PED24018) (Ward 13)
WARD(S) AFFECTED:	Ward 13
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

That the following individuals be removed from the Dundas Business Improvement Area Board of Management:

(i) Lily Zoghaid;
(ii) Donna Cole;

That the following individuals be appointed to the Dundas Business Improvement Area Board of Management:

(i) Jackie Webber;
(ii) Lindsay McAlpine.

EXECUTIVE SUMMARY

Changes to Board Members to the Dundas Business Improvement Area Board of Management that include removal of two Directors and their two appointed replacements.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Not Applicable

Staffing: Not Applicable

Legal: The *Municipal Act 2001*, Sections 204-215 governs BIAs. Section (204) Subsection (3) stipulates "A Board of Management shall be composed of, (a) one or more Directors appointed directly by the Municipality; and (b) the remaining Directors selected by a vote of the membership of the improvement area and appointed by the Municipality". Section 204 Subsection (12) stipulates "…if a vacancy occurs for any cause, the Municipality may appoint a person to fill the vacancy for the unexpired portion of the term and the appointed person is not required to be a member of the improvement area."

HISTORICAL BACKGROUND

A meeting of the Board of Management of the Dundas Business Improvement Area took place on November 22, 2023. At this meeting, the membership nominated Jackie Webber and Lindsay McAlpine to the positions of Director on the Board of Management.

Should Council adopt the recommendation in PED24018, the aforementioned nominated Business Improvement Area members would replace Lily Zoghaid and Donna Cole as Directors who resigned from the Business Improvement Area Board of Management.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

N/A

CG/rb

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Barton Village Business Improvement Area Changes to Board of Management (PED24022) (Wards 2 and 3)
WARD(S) AFFECTED:	Wards 2 and 3
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

That the following individuals be appointed to the Barton Village Business Improvement Area Board of Management:

(i) Brodie Dawson, Dawsons Hot Sauce;
(ii) Julia Forrester, Community Representative.

EXECUTIVE SUMMARY

Changes to Board Members to the Barton Village Business Improvement Area Board of Management that include two appointed Directors.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Not Applicable

Staffing: Not Applicable

Legal: The *Municipal Act 2001*, Sections 204-215 governs BIAs. Section (204) Subsection (3) stipulates "A Board of Management shall be composed of, (a) one or more Directors appointed directly by the Municipality; and (b) the remaining Directors selected by a vote of the membership of the improvement area and appointed by the Municipality". Section 204 Subsection (12) stipulates "…if a vacancy occurs for any cause, the Municipality may appoint a person to fill the vacancy for the unexpired portion of the term and the appointed person is not required to be a member of the improvement area."

HISTORICAL BACKGROUND

A meeting of the Board of Management of the Barton Village Business Improvement Area took place on December 4, 2023. At this meeting, the membership nominated Brodie Dawson and Julia Forrester to the positions of Director on the Board of Management.

Should Council adopt the recommendation in PED24022, the aforementioned nominated Business Improvement Area members would bring to Board compliment from nine to 11 Directors on the Business Improvement Area Board of Management.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

N/A

CG/rb

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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Pipeline Trail Public Art (PED24009) (Ward 4)
WARD(S) AFFECTED:	Ward 4
PREPARED BY:	Peter Fortune (905) 546-2424 Ext. 6281
SUBMITTED BY: **SIGNATURE:**	John Summers Acting Director, Tourism and Culture Planning and Economic Development Department John Summers

RECOMMENDATION

That Andrew Warburton Memorial Park Public Art (capital project ID 7102258202) be increased by an additional $82,000 funded from the Public Art Reserve (ID 108044) to make the total project funding equal to $225,000 for the Pipeline Trail Public Art Project.

EXECUTIVE SUMMARY

Staff are requesting to fund the Pipeline Trail Public Art Project from the Public Art Reserve Fund. The Pipeline Trail Public Art Project is to occur where the pipeline trail intersects Cannon Street East.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: $82,000 is being requested from the Public Art Reserve Fund to add to the existing capital fund 7102258202 currently containing $125,000. Landscape Architectural Services has allocated $18,000 for art on the Pipeline Trail. Therefore the total project budget would be $225,000.

Staffing: None

Legal: None

HISTORICAL BACKGROUND

The Pipeline Trail had two sites identified on it for public art installations in the 2016 Public Art Masterplan: Andrew Warburton Park and where the trail is intersected by Kenilworth Avenue (known as the Geraldine Copps Parkette).

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Not applicable.

RELEVANT CONSULTATION

Staff have discussed the project and walked the proposed public art site with the Ward 4 Councillor and an arts-based community organization. Staff from the Public Art and Placemaking Section have also liaised with relevant staff from Landscape Architectural Services, as well as with Parks staff and Public Works staff.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The 2016 Public Art Masterplan identified two sites on the Pipeline Trail for public art installations: Andrew Warburton Park and Geraldine Copps Parkette (where the trail intersects with Kenilworth Avenue)

The two 2016 public art projects noted above are no longer financially viable due to inflation. However, it is feasible to produce a single piece by combining the project budgets. The new project site will be at the Southwest corner of the intersection of the trail and Cannon Street East.

Therefore, Public Art staff are requesting that $82,000 from the Public Art Reserve Fund be put into Capital Project Fund 7102258202 to make for a combined project funding total of $225,000.

ALTERNATIVES FOR CONSIDERATION

Not applicable.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24009 – Map of Site Context

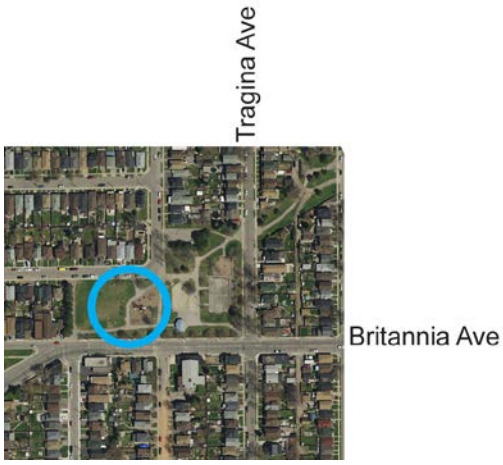
Appendix “B” to Report PED24009 – Project Extracts from the 2016 Public Art Masterplan

Greater Site Context

Proposed Site Context

5.3.2 Andrew Warburton Memorial Park

HOMESIDE NEIGHBOURHOOD

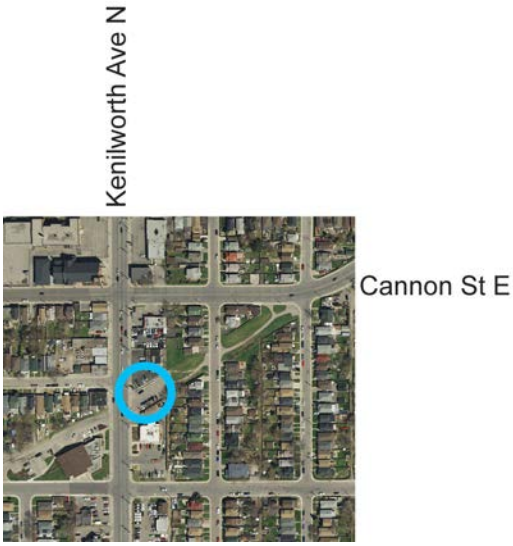


Site: 199 Tragina Avenue North

The park is bisected by the Pipeline Trail under which is a major pipeline, installed in the 1860s, that connects the water treatment facilities on Lake Ontario into the city. Located at the heart of the Homeside neighbourhood, the park is visible along the trail and at the terminus of many streets including Cannon Street. The site therefore offers the opportunity for a public artwork that could act as a local landmark visible from many locations in the neighbourhood. The pipeline provides opportunities for themes that address water infrastructure and community.

Scale: Medium – Minimum Budget $100,000

Precedent:



5.3.10 Pipeline Trail at Kenilworth Ave.

HOMESIDE NEIGHBOURHOOD

Site: New park on the east side of Kenilworth Avenue along the Pipeline Trail

The site is to be the location of a new park along a one block section of the Pipeline Trail scheduled to be complete in 2017. The location at Kenilworth allows the artwork to serve as a gateway to, and symbol of, the Pipeline Trail. The trail cuts across the street grid of the neighbourhood from the corner of Ottawa Street and Main Street to Barton Street and Strathearne Avenue following the route of the 1850s era pipeline that today still connects the water treatment plant into the city. The location offers opportunities for an artwork that can address the themes of water infrastructure and the Hamilton's industrial history.

Scale: Major – Minimum Budget $100,000 (shared with park project budget)

Precedent:

Hamilton

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
REPORT 23-012

4:00 p.m.
Tuesday, December 12, 2023
Room 264, 2nd Floor Hamilton City Hall
71 Main Street West

Present: J. Kemp (Chair), P. Kilburn (Vice Chair), P. Cameron, J. Cardno, L. Dingman, A. Frisina, M. McNeil, T. Murphy, K. Nolan and T. Nolan

Absent with Regrets: Councillor M. Tadeson – Business
M. Dent, L. Janosi and R. Semkow

THE ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES PRESENTS REPORT 23-012 FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised that there were no

changes to the agenda.

The Agenda for the December 12, 2023, meeting of the Advisory Committee for Persons with Disabilities, was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) November 14, 2023 (Item 4.1)

The November 14, 2023, minutes of the Advisory Committee for Persons with Disabilities meeting, were approved, as presented.

(d) PRESENTATIONS (Item 8)

(i) Accessible Transportation Services Performance Review - Q3, 2023 (Item 8.1)

Michelle Martin, Manager of Accessible Transportation Services, addressed Committee respecting the Accessible Transportation Services Performance Review for Q3, 2023, with the aid of a PowerPoint presentation.

The presentation from Michelle Martin, Manager of

Accessible Transportation Services, respecting the Accessible Transportation Services Performance Review – Q3, 2023, was received.

The Report respecting the Accessible Transportation Service Performance Review – Q3, 2023, was received.

(ii) Reimagining Neighbourhoods – Residential Zones Project (Item 8.2)

Alana Fulford, Senior Planner, and Mallory Smith, Planner, addressed Committee respecting Reimagining Neighbourhoods – Residential Zones Project, with the aid of a PowerPoint presentation.

The presentation from Alana Fulford, Senior Planner, and Mallory Smith, Planner, respecting Reimagining Neighbourhoods – Residential Zones Project, was received.

(iii) Adaptive Bike Program (Item 8.3)

Julia Hamill, Program Manager, Everyone Rides Initiative, addressed Committee respecting the Adaptive Bike Program, with the aid of a PowerPoint presentation.

The presentation from Julia Hamill, Program Manager, Everyone Rides Initiative, respecting the Adaptive Bike Program, was received.

(e) CONSENT ITEMS (Item 9)

(i) The following items were deferred to the January 9, 2024, Advisory Committee for Persons with Disabilities meeting due to time constraints:

(1) Built Environment Working Group Update (Item 9.1)

(a) Built Environment Working Group - Final Outstanding Business List - December 2023 (Item 9.1(a))

(b) Built Environment Working Group Meeting Notes – December 5, 2023

(2) Housing Issues Working Group Update (Item 9.2)

(a) Housing Issues Working Group Meeting Notes – November 21, 2023 (Item 9.2(a))

(3) Outreach Working Group Update (Item 9.3)

(a) Outreach Working Group Meetings Notes – November 21, 2023 (Item 9.3(a))

(4) Transportation Working Group Update (Item 9.4)

(a) Transportation Working Group Meeting

Notes – November 28, 2023 (Item 9.4(a))

(5) Strategic Planning Working Group Update (no copy) (Item 9.5)

(6) Accessible Open Spaces and Parkland Working Group Update (no copy) (Item 9.6)

(f) DISCUSSION ITEMS (Item 11)

(i) Advisory Committee for Persons with Disabilities 2024 Budget Submission (Item 11.1)

The Advisory Committee for Persons with Disabilities base budget submission in the amount of $23,172 for 2024, was approved and referred to the 2024 budget process for consideration.

(g) MOTIONS (Item 12)

J. Kemp relinquished the Chair to P. Kilburn in order to introduce the following Motions:

(i) Correspondence to City Council respecting the HSR Fare Assist Program and the Cancellation of the Temporary No Pay Program and the Temporary Voluntary Pay Program (Item 12.1)

WHEREAS, the Advisory Committee for Persons with Disabilities has significant concerns regarding the cancellation of the Temporary No Pay Program

and the Temporary Voluntary Pay Program without first addressing several insufficiencies with the current bus design and fare payment options; and

WHEREAS, the Advisory Committee for Persons with Disabilities has prepared correspondence to City Council regarding the HSR Fare Assist Program as well as the cancellation of the Temporary No Pay Program and the Temporary Voluntary Pay Program.

THEREFORE BE IT RESOLVED:

That the Advisory Committee for Persons with Disabilities approve the correspondence respecting the HSR Fare Assist Program and the Cancellation of the Temporary No Pay Program and the Temporary Voluntary Pay Program attached as Appendix “A”, for submission to Council.

(ii) Delegation to the Public Works Committee respecting Accessibility Issues with the HSR (Item 12.2)

WHEREAS, the Advisory Committee for Persons with Disabilities (ACPD) is mandated to review public policies regarding accessibility and the *Accessibility for Ontarians with Disabilities Act* (AODA) and advise Council on how best to implement them safely;

WHEREAS, the ACPD has serious concerns about the HSR's plan to require all mobility devices to use the front door as the primary entrance with very little notice and without an appropriate plan in place to ensure its success;

WHEREAS, the ACPD questions whether requiring all mobility devices to use the front door as the primary entrance would be in compliance with the AODA as the mobility device positions are no longer as close as is practicable to the entrance;

WHEREAS, the ACPD has concerns regarding CNIB card holders using Presto Scanners and the Presto App; and

WHEREAS, the ACPD has reported several issues to the HSR regarding the accessibility of their buses as well as their compliance to the AODA over many years and have yet to see their concerns addressed.

THEREFORE, BE IT RESOLVED:

(a) That the following members be authorized to delegate on behalf of the Advisory Committee for Persons with Disabilities to the Public Works Committee regarding accessibility issues with the HSR:

(i) James Kemp

(ii) Mark McNeil
(iii) Paula Kilburn

J. Kemp assumed the Chair.

(h) ADJOURNMENT (Item 16)

There being no further business, the Advisory Committee for Persons with Disabilities, adjourned at 6:10 p.m.

Respectfully submitted,

James Kemp, Chair
Advisory Committee for
Persons with Disabilities

Carrie McIntosh
Legislative Coordinator
Office of the City Clerk

Hamilton

INFORMATION REPORT

TO:	Mayor and Members General Issues Committee
DATE:	January 17, 2024
SUBJECT:	Encampment Response Update – December 2023 (HSC23066(c)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Mike Jones (905) 546-2424 ext. 3824 Danielle Blake (905) 546-2424 ext. 3731
SUBMITTED BY: **SIGNATURE:**	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department Michelle Baird

COUNCIL DIRECTION

On August 18, 2023, Council ratified an Encampment Protocol to be used by City staff to respond and manage encampments, tents, or temporary structures within public lands in the City of Hamilton.

To provide ongoing accountability and transparency to the City's encampment response program and the implementation of its encampment protocol, staff were directed to communicate with Council and Ward Councillors regarding the Encampment Protocol through monthly, ongoing Information Reports to General Issues Committee and include data and trends, operational updates, and any continuous improvement measures implemented to further efforts toward providing ongoing accountability and transparency to the City's encampment response program and the implementation of its encampment protocol.

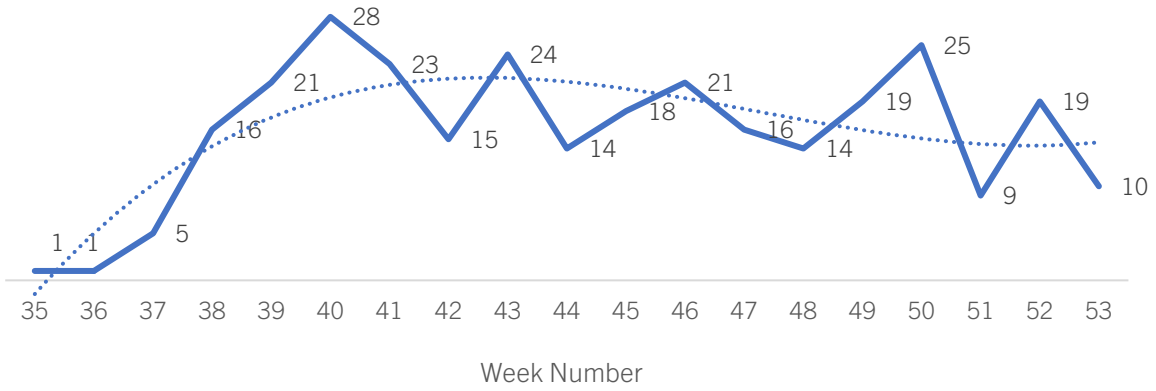
INFORMATION

Trends Regarding Identification of New Sites

New encampments continue to be identified throughout the City by several different sources, including concerned citizens, businesses and business improvement areas,

and internal staff from other City departments. As first reported in October's monthly report, new sites peaked in Week 40 (September 25, 2023 – October 1, 2023). Since then, there has been a steady decrease in new sites identified (see chart below).

It is likely that new sites identified will continue to plateau, as movement around the City begins to stabilize into compliant spaces and individuals previously staying in encampments seek indoor spaces or couch surf temporarily with friends and family during the colder months.



Compliance Trends

In December, a total of 66 different sites were identified through various modalities to Housing Focused Street Outreach. Of the sites identified to Housing Focused Street Outreach, there were no tents observed upon visiting 27 (41%) locations, four new sites were deemed compliant on first visit (6%) and one site was deemed out of scope because it was outside of the City of Hamilton.

In total, 37 sites (27 public property, 10 private property) were escalated by Housing Focused Street Outreach to Municipal Law Enforcement in December, resulting in 20 trespass notices being served to individuals on public property who were in contravention of the Protocol. This total is lower than the 2023 average of 64 and the number of trespass notices has trended down every month since the Protocol was ratified (126 in August, 75 in September, 58 in October, 42 in November).

Complaint and Service Request Trends

In general, the number of complaints and/or requests for service has decreased month-over-month since the ratification of the Protocol, from a high of 897 in September, to 410 logged in December. Complaint and service request totals were considerably lower during the holiday season when compared to the average weekly volume.

As a percentage of the total complaints received each month, reporting and requests to enforce the Protocol within encampments has dropped from 54% in September, to 41% in December. Conversely, the percentage of complaints and service requests related to garbage and debris increased from 12% in September, to 21% in December. With more encampments staying affixed to their current compliant locations, and as temperatures continue to drop, individuals living unsheltered are gathering items to minimize the impact of the cold weather, i.e., blankets, insulation, wood.

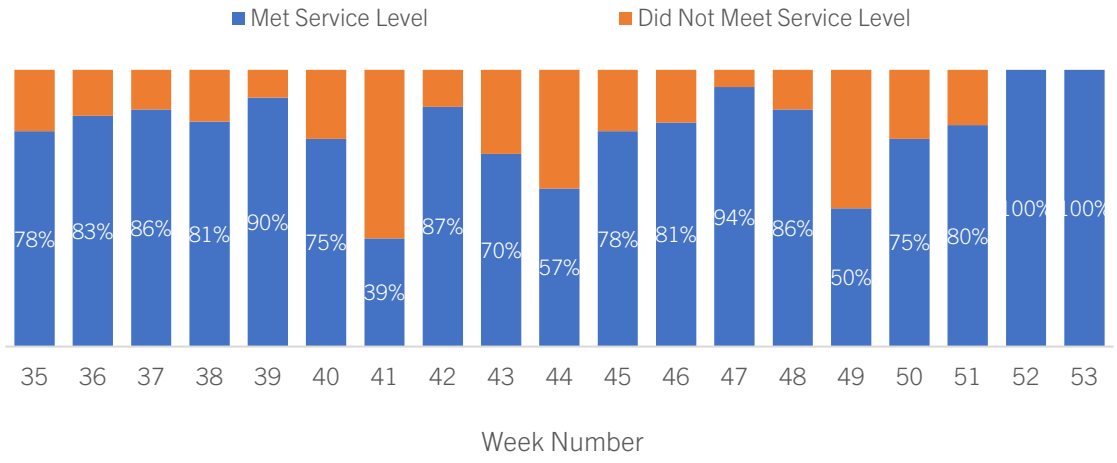
Another area that has seen an increase in complaints and service requests is health and safety concerns, which were 2% of the total emails to unsheltered in September and have risen to 8% in December. The majority of these complaints also reflect issues associated with colder weather, highlighting the visibility of propane tanks and other heating materials being observed at sites and potential risk to individuals living unsheltered and their neighbours.

Service Levels

Housing Focused Street Outreach

The ratification of the Encampment Protocol established a three-day service level for response to complaints and/or service requests related to encampments. As such, Housing Focused Street Outreach has three days to visit the site and engage with the individuals at the site to inform them of the Encampment Protocol.

Including both existing and new encampments, the following chart reports on Housing Focused Street Outreach's ability to meet service levels by week.



In December, Housing Focused Street Outreach has met its service level 87% of the time, above the 76% average since the Encampment Protocol was ratified.

Municipal Law Enforcement

As per the Protocol, Municipal Law Enforcement Officers will determine compliance timelines depending on the presenting circumstances, for the issuance of notices or actions to be taken in respect to the encampment, temporary shelter, or tent, within a maximum of four (4) total days from the issuance of notice, unless exceptional circumstances exist.

In December, Municipal Law Enforcement met its service level for 32 of the 37 (86%) sites escalated by Housing Focused Street Outreach, not including those currently under active investigation. The investigations that did not meet the required service level were during the shutdown over the holiday period when there was limited staffing coverage available.

Updates:

Access to Washrooms and Showers Update

Since its opening on September 18, the Eastwood shower program finished 2023 with 30 non-unique individuals utilizing the showers, while there were 146 non-unique individuals who accessed Norman Pinky Lewis Recreation Centre's shower program in 2023.

The Eastwood program will no longer off services as of January 8, 2024. Instead, a shower program will be offered at nearby Bennetto Community Centre.

Weekly data regarding access of individuals who are living unsheltered to washroom programs will continue to be reported in the Weekly Encampment Dashboard.

Encampment Liaison Committee Update

City staff have started work on the creation of an Encampment Liaison Committee that will include City staff, key stakeholders in the community, as well as individuals with lived experience of unsheltered homelessness. The group will meet regularly to discuss overall encampment response in the community and discuss approaches to sustain continuous improvement.

Presently, a draft Terms of Reference and governance model is under development, with the intent of scheduling the Committee's first meeting for January 2024.

New Participants on Coordinated Response Team

With a transition to colder weather, there has been an increase in fires and combustible materials (i.e., fuel, propane) located at encampments throughout the City. To ensure that the necessary expertise is available when making decisions and to ensure staff are coordinating using the most recently available information, management from City of Hamilton's Fire Department are an ongoing contributor.

In addition, management from the City of Hamilton's Parking Enforcement team have also been included in the Coordinated Response Team's meeting schedule, to provide expertise around parking violations in the City, and to coordinate and strategize a response that provides an opportunity for Housing Focused Street Outreach to engage prior to an enforcement response.

Additional Trends and Data

Total Unique Individuals Living in Encampments

The total number of individuals that Housing Focused Street Outreach interacted with in December 2023 was approximately 217. This is slightly down from November's total of 223, and slightly higher than the 2023 average.

As previously mentioned, individuals living in encampments are more likely to seek indoor accommodations in the colder months, either via emergency shelter and winter warming spaces, or by temporarily couch surfing with family and friends.

Supports for Individuals Living in Encampments

In December, Housing Focused Street Outreach provided basic needs supports to 132 non-unique individuals and housing-related supports to 230 non-unique individuals. These totals are less than those reported in November, but consistent with the year-to-date reported averages, and significantly higher than the totals reported in December 2022.

Escalated Complaints

There were a combined 37 (27 public property, 10 private property) complaints regarding non-compliant sites that were escalated by Housing Focused Street Outreach

to Municipal Law Enforcement in December. This is slightly above the average number of sites escalated since the Protocol was ratified in August.

Cleaning and Maintenance

In December, Parks Section staff cleaned and maintained 117 sites, lower than a peak of 157 locations in November, but still the second highest total since the Protocol was ratified in August. In general, the total of sites cleaned and maintained by Parks staff has trended upwards.

Indicators

The following indicators have been established to assess the success of the program on an interim basis and will be reported on regularly to provide accountability to the public and people with lived experience, and transparency regarding the City's approach to encampment response.

Indicator	Category of Measurement	Dec 2023	Prev. Month	2023 Avg.	Dec 2022
Total complaints and/or requests for service requiring response or follow-up by Housing Focused Street Outreach (HFSO)	Volume of complaints and/or requests for service	410	517	647	N/A
Number of unique individuals/households reached who are unsheltered and/or regularly living in encampments throughout the City (defined by connection to HFSO), who have provided consent to have their personal information stored in the Homeless Individuals and Families Information System (HIFIS).	Total unique individuals living in encampments	77	133	90	46

Indicator	Category of Measurement	Dec 2023	Prev. Month	2023 Avg.	Dec 2022
Number of unique individuals/households reached who are unsheltered and/or regularly living in encampments throughout the City (defined by connection to HFSO), who have not yet provided consent to have their personal information stored in the Homeless Individuals and Families Information System (HIFIS).	Total unique individuals living in encampments	140	90	111	N/A
Number of interactions where individuals received support (from HFSO) with their basic needs per month	Support basic needs of individuals living in encampments	132	253	129	28
Number of interactions where individuals received support (from HFSO) with their housing needs per month	Support housing-related needs of individuals living in encampments	230	555	269	79
Escalated items actioned to Municipal Law Enforcement from HFSO (i.e., Municipal Law Enforcement Officers (MLEOs) were involved in response) on public property	Volume of Escalated complaints	27	21	20	N/A
Escalated items actioned to Municipal Law Enforcement from HFSO (i.e., Municipal Law Enforcement Officers (MLEOs) were involved in response) on private property	Volume of Escalated complaints	10	11	9	N/A

Indicator	Category of Measurement	Dec 2023	Prev. Month	2023 Avg.	Dec 2022
Total number of Trespass Notices issued on public property	Response type to escalated complaint	20	42	64	N/A
Total number of Trespass Notices issued on private property	Response type to escalated complaint	0	0	0	N/A
Number of instances where compliance was achieved immediately on public property, without issuing of Voluntary Compliance Notice	Response type to escalated complaint	2	3	4	N/A
Number of instances where compliance was achieved immediately on private property, without issuing of Voluntary Compliance Notice	Response type to escalated complaint	0	0	0	N/A
Number of encampment sites cleaned and/or maintained by Parks Section staff or a designated contractor	Park cleaning and maintenance	117	157	97	17

All indicators meet the criteria of being valid and reliable and can be replicated by City staff and reported monthly.

Please direct any inquiries to Danielle Blake, Manager, Housing Focused Street Outreach, at (905) 546-2424 ext. 3731, or by email at Danielle.Blake@hamilton.ca.

APPENDICES AND SCHEDULES ATTACHED

N/A

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

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	October 19, 2023 (Deferred from August 17, 2023)
SUBJECT/REPORT NO:	Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton (PED23072) (City Wide) **Sub-sections (e), (f), (g), and (h) DEFERRED from August 17, 2023**
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Gillian Barkovich (905) 546-2424 Ext. 2348
SUBMITTED BY: **SIGNATURE:**	Monica Ciriello Director, Licensing and By-law Services Planning and Economic Development Department

RECOMMENDATION

~~(a) That staff be directed to prepare a Safe Apartment Buildings By-law to regulate apartment building property standards and registration of apartment buildings city-wide in a form satisfactory to the City Solicitor, as per Appendix "A" to Report PED23072 (the "Safe Apartment Buildings By-law"), following the 2024 budget process, subject to the approval of the staffing and resourcing outlined in Recommendation (d) as part of the 2024 Budget;~~

~~(b) That City of Hamilton User Fees and Charges By-law No. 23-112 be amended to reflect the new Fee Schedule developed at 65% cost recovery for the Safe Apartment Buildings By-law, attached as Appendix "B" to Report PED23072;~~

~~(c) That, subject to the adoption of the Safe Apartment Buildings By-law, the Transition Plan as detailed in Appendix "C" to Report PED23072 to develop, implement and administer the By-law be approved;~~

~~(d) That the appropriate General Managers be directed to refer the following to the 2024 Budget for the implementation of the Safe Apartment Buildings By-law:~~

~~(i) One full time (1.0 FTE) Manager in the Licensing and By-law Services Division at an estimated total cost of $192,000 annually ($67,200 net levy);~~

~~(ii) One Full-time (1.0 FTE) Project Manager in the Licensing and By-law Services Division at an estimated total cost of $147,000 annually ($51,450 net levy);~~

~~(iii) Two full-time (2.0 FTE) Supervisors of Operations and Enforcement in the Licensing and By-law Services Division at an estimated total cost of $289,000 annually ($101,150 net levy);~~

~~(iv) Thirteen full-time (13.0 FTE) Municipal Law Enforcement Officers in the Licensing and By-law Services Division at an estimated total cost of $1,416,000 annually ($495,600 net levy);~~

~~(v) One full-time (1.0 FTE) Program Analyst in the Licensing and By-law Services Division to provide applications support, analyses data and provide program support, at an estimated total cost of $114,000 annually ($39,900 net levy);~~

~~(vi) One full-time (1.0 FTE) Licensing Administrator in the Licensing and By-law Services Division to administer registration applications, at an estimated total cost of $96,000 annually ($33,600 net levy);~~

~~(vii) Two full-time (2.0 FTE) By-law Clerks in the Licensing and By-law Services Division to enter files and provide support to enforcement staff, at an estimated total cost of $176,000 annually ($61,600 net levy);~~

~~(viii) One full-time (1.0 FTE) Administrative Secretary in the Licensing and By-law Services Division at an estimated total cost of $83,000 annually ($29,050 net levy);~~

~~(ix) One full-time (1.0 FTE) Outreach Coordinator in the Licensing and By-law Services Division at an estimated total cost of $109,000 annually ($38,150 net levy);~~

~~(x) One full-time (1.0 FTE) Solicitor in Legal Services to provide dedicated legal support, at an estimated total cost of $212,000 annually ($74,200 net levy);~~

~~(xi) One full-time (1.0 FTE) Screening Officer at an estimated total cost of $124,000 annually ($43,400 net levy);~~

~~(xii) The purchase of thirteen (13) vehicles at an estimated initial cost of $708,825 and an annual operating cost of $116,350 ($40,723 net levy);~~

~~(xiii) An outreach, education and communications budget of $20,000 annually ($7,000 net levy); and~~

~~(xiv) A one-time cost of $2,003,441 to fund the 18-month transition period for the implementation of the By-law).~~

(e) That staff be directed to prepare a Renovation Licence and Relocation Listing By-law to regulate repairs and renovations to rental units, in a form satisfactory to the City Solicitor, as per Appendix "D" to Report PED23072, following the 2024 budget process, subject to the approval of the staffing and resourcing outlined in Recommendation (h) as part of the 2024 Budget;

(f) That City of Hamilton User Fees and Charges By-law No. 23-112 be amended to reflect the new Renovation Licence and Relocation Listing Fee Schedule developed at 10% cost recovery attached as Appendix "E" to Report PED23072;

(g) That, subject to the adoption of the Renovation Licence and Relocation Listing By-law, the Transition Plan as detailed in Appendix "F" to Report PED23072 to develop, implement and administer the By-law be approved;

(h) That the appropriate General Managers be directed to refer the following to the 2024 Budget for the implementation of the Renovation Licence and Relocation Listing By-law:

(i) Three full-time (3.0 FTE) Licensing Administrators in the Licensing and By-law Services Division to administer licence applications, enter investigation files and respond to inquiries, at an estimated total cost of $287,000 annually ($258,300 net levy);

(ii) Three full-time (3.0 FTE) Licensing Compliance Officer in the Licensing and By-law Services Division to enforce the By-law, at an estimated total cost of $327,000 annually ($294,300 net levy);

(iii) One full-time (1.0 FTE) Solicitor in Legal Services to respond to legal challenges and increased Property Standards Committee hearings, at an estimated total cost of $212,000 annually ($190,800 net levy);

(iv) One full-time (1.0 FTE) Housing Clerk in the Housing Services Division to facilitate tenant support/education, at an estimated total cost of $80,000 annually ($72,000 net levy);

(v) The purchase of three (3) vehicles at an estimated initial cost of $163,575 and an annual operating cost of $26,850 ($24,165 net levy);

(vi) An outreach, education and communications budget of $10,000 annually ($9,000 net levy); and

(vii) A one-time cost of $150,000 to fund the transition period for the implementation of the By-law.

~~(i) That By-law No. 09-190 (the "Vital Services By-law") be repealed and replaced with the draft By-law attached as Appendix "G" to Report PED23072, which has been prepared in a form satisfactory to the City Solicitor, to incorporate language and clarifying amendments to facilitate enforcement;~~

~~(j) That By-law No. 10-221 (the "Property Standards By-law") be repealed and replaced with the draft By-law outlined in Appendix "H" to Report PED23072, which has been prepared in a form satisfactory to the City Solicitor;~~

~~(k) That the draft By-law to amend Schedule 31, Rental Housing, of the Business Licensing By-law No. 07-170, attached as Appendix "I" to Report PED23072, which has been prepared in a form satisfactory to the City Solicitor, be approved, to extend the rental housing licensing pilot project to include rental properties of 5 units or less;~~

~~(l) That the Administrative Penalties By-law No. 17-225 be amended to incorporate charges under the Safe Apartment Buildings By-law, Renovation Licence and Relocation Listing By-law, Vital Services By-law and Property Standards By-law attached as Appendix "J" to Report PED23072;~~

~~(m) That Licensing and By-law Services staff be directed to work with Legal Services to obtain approval for set fines with the Ministry of the Attorney General;~~

~~(n) That staff be directed to report back to Council with respect to the amount of fine revenues collected under the Safe Apartment Buildings By-law and Renovation Licence and Relocation Listing By-law after they have been in force and effect for 12 months, including options for how fine revenues could be utilized to advance the strategies of the Housing and Sustainability Investment Roadmap;~~

~~(o) That Outstanding Business List item 5.10, dated February 22, 2023 relating to correspondence at 1083 Main Street East, and item 1.0, dated April 20, 2023 relating to addressing renovictions, be removed;~~

EXECUTIVE SUMMARY

The purpose of this report is to respond to the motion passed at the April 20, 2023 meeting of the Emergency and Community Services Committee which directed:

> "That staff be directed to report back to the Emergency and Community Services Committee in August 2023, with recommendations on the full suite of options to halt renovictions in the City of Hamilton including RentSafeTO, the City of Toronto Tenant Support Program and amendments to various City By-laws, the use of building permits, and a city-wide Licensing By-law and a New Westminster style Renovictions By-law as well as any potential By-law associated with the review of the RentSafeTO program; and that staff report back on the ability for the Municipality to track sale notices for multi-unit buildings, to monitor trends in this area and create process to inform tenants of their right in case of ownership change."

Specifically, this report addresses the aspects of the April 20, 2023 motion dealing with a RentSafeTO-style initiative, as well as By-law amendments and licensing approaches to address renovictions. The component of the motion dealing with the creation of a new Tenant Support Program will be addressed through a separate report brought forward by Housing Services Division in Report HSC23023(b). In addition, staff are currently preparing a rental housing replacement By-law, which will be presented to Council in Q4 2023.

This report proposes the creation of a Hamilton Apartment Rental Program, which would comprise four separate, but interconnected, new initiatives to address renovictions, tenant displacement and property standards in apartment buildings in the City of Hamilton:

- A new "Safe Apartment Buildings By-law" to regulate apartment building property standards and registration of apartment buildings.

- A new, first-of-its-kind in Canada, “Renovation Licence and Relocation Listing By-law” to regulate repairs and renovations to rental units.
- Updates to the City’s Vital Services and Property Standards By-laws to better regulate the supply of vital services and to prescribe clearer standards for the maintenance and occupancy of rental properties.
- Amendments to Schedule 31, Rental Housing, of the Business Licensing By-law No. 07-170 to extend the current rental housing licensing pilot project to include rental properties of 5 units or less (rather than the current 4 units or less), within the same geographic areas of the pilot project.

The new By-laws and By-law amendments proposed in this report are further complemented and supported by other existing and pending City of Hamilton initiatives which seek to protect rental housing and rental housing tenants:

- The Tenant Support Program that will include legal support for tenants through the Landlord Tenant Board, organizing and capacity building for tenant organizations, and broader education for the tenants and landlords on their rights and responsibilities under the Residential Tenancies Act.
- A new Rental Housing Replacement By-law, which will be brought forward for Council’s consideration in Q4 2023.
- A new Short-Term Rental Licensing By-law that seeks to protect existing rental housing stock through the licensing and regulation of short-term rentals, which was approved by Council in 2023 and is set for implementation in Q4 2023.
- The ongoing Rental Housing Licensing pilot project that licenses rental units and regulates property standards in rental units in Wards 1, 8 and parts of 14.

As directed by Council, staff have also prepared a draft By-law, modelled directly on Part 6 of the Municipality of New Westminster’s *Business Regulations and Licensing (Rental Units) By-law*, which is attached as Appendix “K” to Report PED23072, and which is discussed under the Alternatives for Consideration section of this report.

Alternatives for Consideration – See Page 29

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

Safe Apartment Building By-law

Based on a review of best practices, the Safe Apartment Buildings By-law is proposed as a 65% cost recovery program.
The total estimated annual cost for this By-law once it is fully up-and-running is $3,094,350 ($1,083,023 net levy) broken down as follows:

- $2,958,000 annually for staffing ($1,035,300 net levy)
- $116,350 operating costs ($40,723 net levy) for thirteen (13) vehicles
- $20,000 annually ($7,000 net levy) for outreach, education and communications

In addition to the operating costs, there is a one-time capital cost of $708,825 for the purchase of 13 vehicles and shared cost of charging station installation.

It is anticipated that the timing of registration revenues will lag behind the implementation of the program. Therefore, staff are recommending the approval of one-time funding to cover program costs during the start-up / transition period. Staff anticipate that the staffing resource needs can be phased over the first 12-18 months of the program, which would be expected to result in cost savings. Therefore, staff are recommending, based on the proposed Transition Plan, that up to $2,003,441 in one-time costs be referred to the 2024 Budget process.

Renovation Licence and Relocation Listing By-law

The Renovation Licence and Relocation Listing By-law is not proposed as a cost recovery-based program. Given that staff are only aware of the data provided by Housing Services that reflects the number of applications made to the Landlord and Tenant Board related to N-13 notices (132 in 2022), a full cost recovery fee structure would result in significant license costs for property owners which could create a disincentive for property owners to work through the Residential Tenancies Act altogether, thereby further disadvantaging tenants and preventing staff from connecting tenants with essential supports. Based on the recommended Fee Structure attached as Appendix “E” to Report PED23072, it is estimated that annual revenues for the program will be approximately $94,285, or approximately 10% of program costs.

The total estimated annual cost of administering the Renovation Licence and Relocation Listing By-law once it is fully up-and-running is $942,850 broken down as follows:

- $906,000 for staffing ($815,400 net levy)
- $26,850 operating costs for three (3) vehicles ($24,165 net levy)
- $10,000 annually for outreach, education and communications ($9,000 net levy)

In addition to the operating costs, there is a one-time capital cost of $163,575 for the purchase of 3 vehicles and shared cost of installation of charging stations.

It is anticipated that the timing of the registration revenues will lag behind the implementation of the program. Therefore, staff are recommending the approval of one-time funding to cover program costs during the start-up / transition period. Staff anticipate that the staffing resource needs can be phased over the first 12-18 months of the program, which would be expected to result in cost savings. Therefore, staff are recommending, based on the proposed Transition Plan, that up to $150,000 in one-time costs be referred to the 2024 Budget process.

Property Standards and Vital Services By-laws

No financial implications, provided that, service levels are maintained at current levels.

Rental Housing Licensing Pilot Project

No financial impacts, provided that, service levels, scope and implementation timeline are maintained at current levels.

Staffing:

Safe Apartment Buildings By-law

Implementation of the Safe Apartment Buildings By-law would require an additional 25.0 Full-time Equivalents (FTEs) in the Licensing and By-law Services, Parking Services and Legal Services Divisions, consisting of:

- One full-time (1.0 FTE) Licensing and By-law Services Manager to oversee program operations.
- One full-time (1.0 FTE) Project Manager to coordinate the program, track measurables and report to Council.
- Two full-time (2.0 FTE) Supervisors of Operations and Enforcement.
- Thirteen full-time (13.0 FTE) Municipal Law Enforcement Officers.

- One full-time (1.0 FTE) Outreach Coordinator to facilitate on-site tenant education and provide program support.
- One full-time (1.0 FTE) Program Analyst to provide applications support, analyse data and provide program support.
- One full-time (1.0 FTE) Licensing Administrator to administer registration applications.
- Two full-time (2.0 FTE) By-law Clerks to enter files and provide support to enforcement staff.
- One full-time (1.0 FTE) Administrative Secretary to support the administration of management.
- One full-time (1.0 FTE) Solicitor in Legal Services to provide dedicated legal support.
- One full-time (1.0 FTE) Screening Officer in Parking Services to screen Administrative Penalties.

Staffing projections are based on several factors, including extrapolation of staffing numbers utilized in the Mississauga Apartment Rental Compliance and RentSafeTO programs, annual volume of property standards complaints received for purpose-built apartment buildings, and overall age of applicable housing stock in the City of Hamilton.

Staff anticipate that the staffing resource needs can be phased over the first 12-18 months of the program, which would be expected to result in cost savings.

Renovation Licence and Relocation Listing By-law

Implementation of the Renovation Licence and Relocation Listing By-law would require an additional 8.0 Full-time Equivalents (FTEs) in the Licensing and By-law Services, Housing Services and Legal Services Divisions, consisting of:

- Three full-time (3.0 FTE) Licensing Administrators to administer licence applications, enter investigation files and respond to inquiries
- Three full-time (3.0 FTE) Licensing Compliance Officer to enforce the By-law
- One full-time (1.0 FTE) Solicitor in Legal Services to respond to legal challenges and increased Property Standards Committee hearings
- One full-time (1.0 FTE) Housing Clerk in Housing Services to facilitate tenant support/education

Property Standards and Vital Services By-laws

No staffing implications, provided that, service levels are maintained at current levels.

Rental Housing Licensing Pilot Project

No staffing implications, provided that, service levels, scope and implementation timeline are maintained at current levels.

Legal:

Legal Services assisted with the preparation of the appended draft By-laws. It is worth noting that the proposed Renovation Licence and Relocation Listing By-law attached as Appendix "D" to Report PED23072 is the first program of its kind in Canada.

HISTORICAL BACKGROUND

On December 9, 2021, through Report HSC20020(d) – Adaptation and Transformation of Services for People Experiencing Homelessness, approval was granted for up to $100,000 for Housing Services to hire and retain a consultant to evaluate the feasibility of implementing a By-law in the City of Hamilton, similar to the renovictions By-law previously enacted and currently repealed in the City of New Westminster, British Columbia.

On April 20, 2023, through Report HSC23023 – Renovictions Stakeholder Consultation, Housing Services presented updates to Council on previous directions regarding the issue of Landlord and Tenant renovictions and provided recommendations for next steps by the Municipality.

On April 20, 2023, the Emergency & Community Services Committee passed a motion for staff to report back to the Committee in August 2023, with recommendations on a full suite of options to halt renovictions in the City of Hamilton, including; a RentSafeTO style Tenant Support Program, amendments to various City By-laws, the use of building permits and a city-wide Licensing By-law and a standalone Renovictions By-law, in addition to any potential By-law associated with the review of a Tenant Support Program; and that staff report back on the ability for the Municipality to track sale notices for multi-unit buildings, to monitor trends in this area and create process to inform tenants of their right in case of ownership change.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Staff's review considered the following applicable Municipal, Provincial and Federal Legislation:

- *City of New Westminster Business Regulations and Licensing (Rental Units) By-law No. 6926, 2004*

- *Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023*
- *Municipal Act, 2001, S.O. 2001, c.25*
- *Community Charter, SBC 2003, c. 26*
- *Ontario Building Code Act, 1992, S.O. 1992, c.23*
- *Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4*
- *Residential Tenancies Act, 2006, S.O. 2006, c. 17*

In developing the proposed By-laws, staff considered the scope of Municipal authorities as set out in the *Municipal Act, 2001* which authorizes Municipalities to pass By-laws with respect to the well-being of the Municipality and its inhabitants, as well as the scope and authorities of the *Residential Tenancies Act, 2006, S.O. 2006, c.17*. The Residential Tenancies Act states in section 1 that the purposes of this Act are to provide protection for residential tenants from unlawful rent increases and unlawful evictions, to establish a framework for the regulation of residential rents, to balance the rights and responsibilities of residential landlords and tenants and to provide for the adjudication of disputes and for other processes to informally resolve disputes. In essence, it seeks to regulate the relationship between landlords and tenants. Staff are of the view that the proposed By-laws represent an innovative and first-of-its-kind approach to addressing renovictions, tenant displacement and property standards within the authority of Municipalities.

Public notice of the various By-laws and By-law amendments has been provided in accordance with the City of Hamilton Public Notice Policy By-law 07-351.

RELEVANT CONSULTATION

In preparing the draft By-laws appended to this report and crafting the recommendations and alternatives highlighted herein, the following external parties were consulted:

- ACORN Hamilton
- Hamilton District Apartment Association
- City of Mississauga
- City of Toronto
- City of New Westminster

Internal consultation was also undertaken with the following City of Hamilton divisions and service areas:

- Communications
- Finance & Administration

- Fire Prevention Services
- Housing Services
- Legal Services
- Planning & Economic Development
    - Building
    - Licensing & By-law Services
    - Zoning

Thorough review of the renovictions related feedback provided throughout the Emergency and Community Services Committee meeting on April 20th, 2023 was also undertaken. In particular, staff considered both the Enterprise Report detailed in Appendix "A" to Report HSC23023 and the feedback provided by delegates to the meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In April 2023, Licensing and By-law Services staff were directed by Council to report back in August 2023, with a full suite of options to halt renovictions in Hamilton. In researching the best approaches to respond to Council's direction, it is clear that a "made in Hamilton" approach must help support tenants experiencing renovictions and close gaps in applicable provincial legislation in the short term, while ensuring that building standards are maintained and substandard building conditions are improved in an effort to reduce the likelihood of a renoviction occurring in the long term. Through this report, such an approach is detailed, including a full suite of options that fall within the scope of the Municipality to address renovictions, tenant displacement and property standards in apartment buildings.

The City of Hamilton is experiencing an affordable housing crisis with average market rents having far outpaced inflation over the last number of years. This has created a significant impact on long term tenants in rent-controlled units whose rents remain below current market rent levels in Hamilton, as there is now significant economic incentive for landlords to have tenants move out so that they are able to increase the rents on the vacated units to market rent levels. Further, Hamilton has an aging housing infrastructure, which creates significant barriers to ensuring safe, adequate and suitable housing for the approximately 72,000 rental households in Hamilton and contributes to tenants' vulnerability to renoviction.

A renoviction is most often defined as a situation where a tenant is formally evicted (through the legal process prescribed in the Residential Tenancies Act, which is initiated when a landlord issues a tenant an N-13 notice of eviction) or informally evicted (without going through the proper legal process) because the landlord needs to make repairs or renovations to the rental unit or rental property that cannot be completed while the

tenant is continuing to live in the unit. Situations where a tenant is driven out of their home because the repairs and renovations are making their home uninhabitable, and situations where a tenant is driven out of their home as a result of severe disrepair that makes their home uninhabitable (failure of landlord to adequately maintain the rental unit and/or rental property) are not technically renovictions because they are not being driven by an N-13 notice, but they have the same result, that being displacement of the tenant. This report addresses all three forms of renoviction.

The Residential Tenancies Act allows for eviction in situations where a landlord proposes repairs or renovations to the rental unit that are so extensive that they require a building permit and vacant possession of the rental unit. The Residential Tenancies Act protects tenants from “permanent renoviction” by giving tenants a right of first refusal: the option of moving back into the rental unit once the repairs or renovations are complete, at a rate that is no more than what the landlord could have charged if there had been no interruptions to the tenant’s tenancy, but makes no provision for any short-term accommodation for tenants who exercise their right of first refusal. Under the Residential Tenancies Act, when the repairs and renovations proposed by the Landlord are “voluntary”, tenants who do not wish to return to the rental unit are entitled to compensation or an alternative rental unit, meaning that the landlord can increase the rental price by re-renting the unit to another tenant at a higher rent at the completion of the repairs or renovations. This legal justification for eviction (repairs or renovations) creates a legal opportunity for those landlords who, in bad-faith, wish to increase their rent by evicting a tenant in a rent-controlled unit with the hope that such tenant does not return.

As this situation exists in provincial legislation affecting tenancies across the Province, the issue of renovictions is not a Hamilton-only problem; not only is it an issue in every Ontario Municipality where there are long-time tenants that are paying significantly lower rents than the current market rent levels in a community, but research indicates that it is a problem in many other Canadian provinces and American states with similar residential tenancy legislation. Importantly, no Municipal jurisdiction has found a “silver bullet” to solve what is effectively a problem born out of the real estate market and gaps in provincial or state legislation. Instead, Municipalities that aim to address renoviction generally employ multiple methods simultaneously, involving a variety of policies and programs across a number of Municipal divisions and the participation of civil society organizations that provide tenant support.

The Housing Sustainability and Investment Roadmap was passed by City Council in April 2023 (Report HSC23028). The Roadmap was developed as a “whole-of-Hamilton” approach focused on tangible actions and Municipal strategies to respond to affordable housing issues. The Roadmap identified four pillars of activity: 1) new construction; 2) acquisition of existing affordable housing, land, or under-utilized buildings; 3)

preservation of existing affordable rental housing (and community housing); and 4) increasing housing with supports. This report is focussed on addressing the third pillar.

One of the key findings of the Roadmap's background research was that over the past decade, Hamilton is losing 23 affordable rental units for every new affordable unit that has been built. In fact, over the past decade, the City of Hamilton has lost almost 16,000 rental units that had rent below $750/month (affordable for a household with an income of $30,000/year). Many of these units still exist, but rents have increased due to inflation, vacancy decontrol, or renovation and above-guideline rent increases/evictions – or 'renovictions'.

The third pillar of the Roadmap focuses on preservation of existing affordable rental housing through a number of strategies and actions, including developing policies to protect rental housing and discouraging renovictions. Specifically, the Roadmap states: "one of the best strategies to maintain affordable rental units is to enable and encourage tenants in stay in place". A priority action for Year 1 of the Roadmap is to "work with community organizations to develop a city-wide response to addressing tenant concerns and issues (including responses to 'renovictions') and designing a city-wide campaign to ensure tenants know their rights to stay in their homes".

Data provided by Housing Services suggests that, of the N-13 notices (notices to evict for demolition, conversion, repair or renovation of the rental unit) served by landlords on their tenants in the City of Hamilton in 2022, approximately 132 resulted in L2 applications, being applications made by the landlord to the Landlord and Tenant Board to end a tenancy and evict a tenant. The outcome at the Landlord Tenant Board for these applications is unknown to City Staff. This number reflects a significant overall increase in applications received in 2021.

In addition to rental units found in purpose-built apartment buildings, Hamilton has approximately 40,000 rental units located in single detached, townhouse/row housing, or duplexes. These units are difficult to connect with, as they exist in various forms (including secondary dwelling units) and are integrated into neighbourhoods across Hamilton. These units are also at highest risk of being lost to the rental market through private sale to new owners who may utilize the property for personal use – a situation that is difficult to address at the Municipal level.

It is important to note that not all instances of tenant displacement due to renovation are completed in bad faith. In some cases, vacant possession is required to maintain the quality of residential units. However, in all cases, tenants have the right to return to the unit once repair or renovation are completed at the same rent as they had been paying prior to eviction, yet many barriers exist that prevent tenants from being able to do so. It remains true that in all cases, tenants must be aware of their rights, that displacement

(especially permanent displacement) must only occur as a last resort, and that tenant disruption and harm be minimized.

To address these issues, this report is proposing a Hamilton Apartment Rental Program that comprises four separate, but interconnected new initiatives to address renovictions, tenant displacement and property standards in apartment buildings in the City of Hamilton:

- a new "Safe Apartment Buildings By-law" to regulate apartment building property standards and registration of apartment buildings.
- a new, first-of-its-kind in Canada, "Renovation Licence and Relocation Listing By-law" to regulate repairs and renovations to rental units.
- updates to the City's Vital Services and Property Standards By-laws to better regulate the supply of vital services and to prescribe standards for the maintenance and occupancy of rental properties.
- amendments to Schedule 31, Rental Housing, of the Business Licensing By-law No. 07-170 to extend the current rental housing licensing pilot project to include rental properties of 5 units or less (rather than the current 4 units or less), within the same geographic areas of the pilot project.

The Hamilton Apartment Rental Program also relies heavily on the proposed Tenant Support Program. Under the Residential Tenancies Act, the burden of preventing eviction is placed on the tenant. Given that the tenants most vulnerable to renoviction are often the city's most vulnerable residents, with the least financial means, physical and technological capacity and literacy, tenant education and support are paramount in any and all efforts to address renoviction.

The Hamilton Apartment Rental Program (combined with the proposed Tenant Support Program) represent the City's best effort to utilize all available levers to address renoviction (thereby improving housing security for tenants and preventing homelessness, preserving existing rental housing stock and rental housing affordability, and ensuring the City's rental housing stock is and remains in a state of good repair).

The Hamilton Apartment Rental Program is best understood as a homelessness prevention and affordable housing preservation program, as it is anticipated that this program will have the most significant impact on people who are currently most vulnerable to renoviction: low-income people who are at high risk of homelessness and who currently occupy affordable and deeply affordable rental units – often in a poor state of repair – that will be lost upon vacancy when the rent is raised to current market rent levels.

The program aims to keep tenants from moving out unnecessarily when landlords need to make repairs or renovations that can't be completed with the tenant continuing to occupy the unit. Although under the Residential Tenancies Act, tenants in these situations have the right to return to the unit once renovations are complete, once a tenant moves out, there are many potential obstacles to the tenant moving back in. Therefore, the most effective way to prevent homelessness and preserve housing affordability is to prevent tenants from moving out at all. The Hamilton Apartment Rental Program works to prevent tenants from needing to move out unnecessarily for renovations and repairs, but also as a result of informal eviction attempts and unit inhabitability by:

- discouraging the unnecessary use of N-13 eviction notices by imposing fees, requirements, and potential penalties related to the renovation works;
- ensuring that tenants who receive N-13 eviction notices understand their rights and know how to and are able to access information, documentation, resources and support to prevent eviction when repairs and renovations can be completed while they continue to occupy their unit;
- strengthening the City of Hamilton's ability to enforce property standards so that tenants are less likely to need to vacate their units as a result of disrepair or lack of vital services;
- ensuring that tenants understand their rights and are able to successfully secure remedies for disrepair and lack of vital services; and
- discouraging building neglect that results in building conditions that could lead to future renoviction.

Where renovations and repairs cannot be completed while the tenant continues to occupy the unit, the Hamilton Apartment Rental Program aims to support tenants in ensuring they can access a comparable alternative rental unit that they can afford, so that they aren't rendered homeless while their unit undergoes repairs or renovations, and in ensuring tenants are able to move back into their unit once repairs and renovations are complete by:

- requiring landlords to provide tenants with a list of available units that are comparable in location, size and rent;
- ensuring tenants understand their right of first refusal and that tenants who wish to return to their unit once repairs are complete give their landlord the necessary written notice (as per the Residential Tenancies Act) that permits them to exercise their legal right to reoccupy the unit; and
- ensuring tenants understand their rights and know how to and are able to access support in legally moving out of their temporary accommodation and returning to their original rental unit.

While investment in this program is significant, the financial costs the City of Hamilton may incur as a result of tenant displacement, increased homelessness, lost affordable rental housing, and worsening housing unaffordability would likely be significantly higher. For example, research demonstrates that it is significantly more expensive to provide a person with homelessness supports than it is to support a person in maintaining their tenancy, and it is significantly more expensive to create new affordable housing than it is to preserve existing affordable housing. In addition, there are considerable non-financial costs associated with both increasing homelessness and loss of affordable rental housing affordability that are difficult to quantify. This is a situation where upstream investment will prevent much larger downstream impacts that have proportionately larger societal and financial implications.

1. Safe Apartment Buildings By-law

Staff were directed by Council to report back with recommendations that include the creation of a RentSafeTO style program and any required associated By-laws. As such, staff completed a jurisdictional Municipal scan and determined that similar programs operate in both the City of Toronto (RentSafeTO) and Mississauga (Mississauga Apartment Rental Compliance Program). Consultation with both Municipalities took place, with discussions around program scope, costing, staffing, operations and enforcement, strengths and areas of opportunity, etc. Based on this best practice review, staff have proposed a Safe Apartment Buildings By-law that has been modelled after features drawn from the aforementioned programs.

The proposed Safe Apartment Buildings By-law will help maintain existing building standards and improve substandard building conditions City wide, which is expected to contribute to reducing renovictions as a long-term outcome, as buildings would be required to be kept in a state of good repair and the likelihood of requiring a renovation with vacant possession would be reduced. Property owners would be required to develop a State of Good Repair Plan for capital elements requiring renovation and post the updated document on the Tenant Notification Board located in common areas. As such, tenants will also be better informed regarding pending major repairs to their buildings that may be required and better equipped to engage tenant supports in those situations. The proposed program will ensure that building conditions are sustained/improved, thereby preventing the frequency of N-13 notices being issued for unexpected major repairs in the future. Property owners would also be required to develop a pest management plan for the apartment building. This new requirement would present an opportunity for By-law enforcement to better respond to pest matters, and also to transition lead enforcement for pest control from Public Health to the Licensing and By-law Services Division as part of the expanded By-law enforcement team. Finally, the proposed program will help to improve communication between the

City of Hamilton, tenants and property owners and ensure that issues are resolved in a more timely and effective manner.

The general approach of the proposed By-law is to put in place a program for regularly evaluating and inspecting purpose-build rental apartments, and educating tenants, so that property standards concerns can be identified early and on a regular, proactive basis. The main elements of the proposed By-law can be summarized as follows:

- Requirement for all purpose-built apartment buildings 2 storeys or greater and 6 units or more to obtain a licence to operate, with a mandatory annual fee based on number of units (details provided in the Fee Schedule attached as Appendix "B" to Report PED23072).

- Apartment building owners must submit an application along with required supporting documentation, including but not limited to;

  (i) Integrated Pest Management Plan
  (ii) Waste Management Plan
  (iii) Cleaning Plan
  (iv) State of Good Repair Plan
  (v) Electrical Maintenance Plan
  (vi) Vital Service Disruption Plan

- a registration certificate will be issued upon submission of a complete application and fee payment.
- registered buildings will be evaluated within 18 months after the application intake deadline and will be scored based on weighted evaluation criteria.
- evaluations will score property standards (exterior and common areas) and compliance with program standards identified in the Safe Apartment Buildings By-law.
- evaluation scores define when subsequent evaluations will take place (i.e. as shown in "*Table One*" below, all buildings will be evaluated at least every three years, with lower scoring buildings being evaluated more frequently).
- scoring details will be posted on Tenant Notification Boards in common areas of buildings and available to the public online.
- during the evaluation process, City staff will conduct on-site engagement of tenants regarding program details, applicable By-law education, processes for how to submit complaints to the City of Hamilton around interior property standards concerns, etc.
- for buildings that score 50% or lower, a comprehensive audit inspection will take place at the property, and engagement with tenants will occur via "door knocking"

at all stages of the program, any property standards violations that are identified would be subject to fines and Orders.

Table One: Safe Apartment Building By-law Scoring System

Score (/100)	**Audit Required (Yes/No)**	**Door Knocking (Yes/No)**	**Subsequent Evaluation**
85% or higher	No	No	3 years from evaluation date
51%-84%	No	Yes	2 years from evaluation date
50% or lower	Yes	Yes	Audit triggered. 1 year from evaluation date

In part, the program scope was developed in consideration of the scope utilized by comparator programs in other Municipalities (RentSafeTO and Mississauga Apartment Rental Compliance Program). Specifically, the RentSafeTO program utilizes a program scope of purpose-built apartment buildings with 3 storeys and 10 units or more compared to the Mississauga Apartment Rental Compliance Program, which utilizes a program scope of purpose-built apartment buildings with 2 storeys and 6 units or more. Staff opted to recommend a broader program scope to ensure that the greatest volume of units fall within scope of the program, and in consideration of the anecdotal evidence provided that reflects that renovictions are largely occurring in smaller buildings and dwellings.

Based on data provided by internal staff, there are an estimated 858 buildings in Hamilton with at least 2 storeys and 6 units or more. Approximately 47,816 units are represented by that number of buildings.

Licensed lodging houses, residential care facilities, long-term care homes, licensed retirement homes, and housing co-operatives are out of scope for the program as they are regulated under separate By-laws and licensing schedules. Condominium buildings are also outside the scope for the program given their ownership structure.

Transition

As with the introduction of any new By-law, there is an initial period of preparation, education, and consultation regarding operational regulations, internal administrative organization, including hiring and system modifications. The Transition Plan and timelines are attached as Appendix “C” to Report PED23072.

The Transition Plan will begin with hiring and training staff to administer the program. Once the required staff are in place, a public awareness and engagement campaign will be launched that will explain the regulations to landlords and tenants and impose a deadline to make application. Staff will work with Communications to establish a presence on the City of Hamilton website to provide information and guidelines for applications, develop a dashboard and evaluation application for internal use and reporting, and develop evaluation/weighting criteria.

Staff are recommending that the By-law be adopted following the 2024 Budget process. Based on a By-law adoption date of May 1, 2024, staff anticipate that the registration deadline would be September 2025, with building evaluations beginning at that time. Staff anticipate that all apartment buildings would be inspected and evaluated by February 2027 at least one time.

Enforcement

The proposed program will utilize a proactive enforcement approach in terms of inspecting and evaluating registered properties. A reactive enforcement approach will be utilized to respond to complaints submitted relating to interior property standards issues. Outside of the evaluation process, officers may attend proactively at their discretion.

Officers may issue orders upon observation of a violation of the City's By-laws. If a property owner fails to ensure that compliance with an Order is achieved, subsequent enforcement and addition of fees may take place. Where a contractor is required to attend to bring a property into compliance with an Order, fees will be added to the property tax roll as appropriate.

Costs to Landlords

The overall cost of the program to landlords is limited to the cost of an annual registration fee, which is based on the number of units at a given property as described in Appendix "B" to Report PED23072. For example:

- an apartment building of 10 units would pay a registration fee of $420.60 (plus HST).
- an apartment building of 50 units would pay a registration fee of $2,103 (plus HST).
- an apartment building of 100 units would pay a registration fee of $4,206 (plus HST).

It is important to note that costs may vary based on evaluation results that may trigger an audit, and subsequent enforcement that may arise as a result of any Orders that are issued where compliance is not achieved.

Risks and Challenges

It is important to highlight that there are potential risks and challenges associated with adopting a Safe Apartment Buildings By-law. Due to time constraints in drafting the report to come back to Committee in August 2023, no consultation with the community has taken place outside of limited meetings with the Hamilton District Apartment Association and ACORN Hamilton. This limited consultation may create potential concerns for residents and other community stakeholders who may have desired an opportunity to participate in the process.

Further, the introduction of programs and fees that are associated with the By-law may result in unintended consequences, including:

- Increased frequency of Above Guideline Increase applications at the Landlord and Tenant Board and overall increases to rent, although staff have attempted to combat this by proposing a 65% cost recovery program; or
- Short- or long-term loss of rental stock related to additional regulations and fees.

Finally, it is important to note that a program of this scope will require significant hiring and training of staff and demands on internal staff across the City. The timelines that are highlighted in the Transition Plan attached as Appendix “C” to Report PED23072 are based on both staff’s ability to fill the required positions within the identified timeframes and prioritization of the required work across the corporation.

2. <u>Renovation Licence and Relocation Listing By-law</u>

Staff were directed by Council to report back on a City-wide Licensing By-law and a New Westminster, B.C. style standalone Renovictions By-law. Staff are recommending that the City of Hamilton adopt the Renovation Licence and Relocation Listing By-law attached as Appendix “D” to Report PED23072. In drafting the By-law, consideration was given to the differences between provincial legislation in British Columbia and Ontario. The proposed regulations take a reasonable and complimentary approach to the Residential Tenancies Act and draw on applicable provisions from the New Westminster By-law, while ensuring that regulations are within the scope of Municipal authority. Appendix “L” to Report PED23072 compares the staff recommended Renovation Licence and Relocation Listing By-law with the now-repealed Part 6 New Westminster By-law.

Ontario Municipalities do not have the same express statutory authority as New Westminster or other British Columbia Municipalities. Not only must the approach taken by an Ontario Municipality be sourced in the authority of the *Municipal Act, 2001*, it must also not conflict with provincial law, including the *Residential Tenancies Act, 2006*.

Should Council wish to adopt substantially the same regulations as Part 6 of the By-law in New Westminster, namely that a landlord be required to either provide a tenant with a comparable unit within the same building on the same or better terms, or arrange for temporary accommodation during the renovation and honour the original tenancy agreement, it may result in a conflict with the termination provisions of the *Residential Tenancies Act, 2006.*

The proposed Renovation Licence and Relocation Listing By-law adopts a number of the aspects of the New Westminster By-law in a form that is enforceable under Ontario law. Overall, the proposed approach is to require landlords to obtain a license from the City of Hamilton for renovation works that will require an N-13 notice to a tenant. While not prohibiting the issuance of the N-13 notice, the proposed By-law would create a mechanism wherein the City would be informed of an N-13 notice, triggering the ability to provide information to tenants regarding their rights.

The major aspects of the By-law can be summarized as follows:

- The By-law would apply to all rental units in the City of Hamilton.
- Upon issuance of an N-13 notice to a tenant, property owners would have to obtain a Renovation Licence for the intended renovation works from the Municipality within seven days.
- A complete application with supporting documentation and fee payment must be made prior to issuance of the Renovation Licence.
- The application for a Renovation Licence must include supporting documentation such as a Building Permit number, report from a qualified person (engineer) that states that vacant possession is required to complete the renovation, and confirmation of three active listings for tenants who require alternative accommodations.
- A property owner may be subject to enforcement where an application for a licence is not made within the required timeframe, repairs are conducted without a licence, or a licence holder fails to meet the terms and conditions of the licence.

Transition

As with the introduction of any new By-law, there is an initial period of preparation, education, and consultation regarding operational regulations, internal administrative organization, and system modifications. The Transition Plan and timelines are attached as Appendix “F” to Report PED23072.

The Transition Plan will begin with hiring and training staff to administer the program. Once required staff are in place, educational materials will be developed, and a public awareness campaign will be launched that will explain the regulations. Staff will work with Communications to establish a presence on the City of Hamilton website to provide information and guidelines for licence applications, as well as developing the administration process.

Staff are recommending that the By-law be adopted following the 2024 Budget process. Based on a By-law adoption date of May 1, 2024, staff anticipate that the program will be able to begin accepting and requiring applications for Renovation Licenses by January 2025.

Enforcement

Enforcement of the proposed program will be based on a predominantly reactive approach, as staff must receive either a formal complaint from a tenant who has been/may be issued an N-13 notice or be in receipt of an application for a Renovation Licence. Officers will use their discretion to issue Orders to obtain compliance, and fines may follow for non-compliance.

Through enforcement of the By-law, officers may investigate whether compliance has been achieved in situations where: an application for a renovation licence may not have been made within the appropriate time frame, where supporting documentation has not been submitted or is incomplete, and/or where an officer determines that a licence holder has not complied with the terms of the licence. However, an officer cannot evaluate an expert report indicating that vacant possession is required. Assuming that the report is submitted by a qualified person per the By-law, the requirement will be deemed to have been met by the applicant.

The proposed By-law does not prevent the issuance of an N-13 notice or intervene in areas which fall under the scope of the Landlord and Tenant Board, including situations where the processes around issuance of an N-13 notice were not followed. However, should tenant inquiries fall outside of the scope of the program, staff will connect residents with Housing Services to educate and advise of their rights under the *Residential Tenancies Act*.

Costs to Landlords

The recommended cost to landlords for an application for a Renovation Licence is $715. An application is required for each unit where an N-13 notice has been issued to a tenant. The cost of the application was developed on a 10% cost recovery model. Utilizing a model with increased cost recovery may result in detrimental impacts to tenants, including downloading of costs to tenants by way of applications for Above Guideline Increases to rent, circumvention of the established process for obtaining vacant possession of a unit (i.e. failure to issue N-13 notice altogether), and decreased availability of rental housing stock as property owners opt to sell properties that may be utilized for personal use.

Staff are recommending a lower cost recovery ratio for this By-law, in order to mitigate against potential unintended consequences, such as:

- Incentivizing the issuance of N13 notices during the transition period, in order to avoid the costs of complying with the City's By-law.
- Loss of rental stock as property owners opt to sell properties due to high costs of compliance, with the possibility that buyers will convert properties back to owner-occupied dwellings.
- Influx of applications to the Landlord Tenant Board for above guideline increases.
- Discouraging investment in new rental properties.

Risks/Challenges

It is important to highlight that there are potential risks and challenges associated with approving the Renovation and Relocation Listing By-law. Due to time constraints in drafting the report, no consultation with the community has taken place outside of limited meetings with the Hamilton District Apartment Association and ACORN Hamilton. This limited consultation may create potential concerns for residents and other community stakeholders who may have desired an opportunity to participate in the process.

The proposed By-law is a first-of-its-kind in Canada. As such, the program may be subject to legal challenge. It is also possible that City staff could be subpoenaed to the Landlord and Tenant Board to speak to the requirements of the By-law and the information that led to the issuance or denial of a Renovation Licence. Both the landlord and the tenant will likely rely on the prescribed qualifications report, that requires vacant possession, at the Landlord and Tenant Board.

Staff anticipate that Bill 97 will likely be proclaimed by the provincial government in the Fall of 2023, and this may have a direct impact on the proposed By-law. At this time,

staff have relied on language about “prescribed qualifications” that are undefined in Bill 97 but have been defined in our By-law as being an Engineer, pending the creation of a definition by the Province. At that time, this By-law can be amended to reflect the definition adopted by the province. Staff cannot anticipate how the province will define a qualified person. The proposed By-law defines a qualified individual and requires that someone with professional qualifications provide a report in order to issue a Renovation Licence. Should the Province define the qualified person differently than the Municipality, the By-law will need to be amended or will be challenged as Municipal and provincial pathways cannot yield two opposing results.

It is also important to note that a Renovation Licence will be required whether the renovation is being done voluntarily by the landlord, or in response to a City Order. As staff will be conducting inspections of buildings, to ensure there are minimum maintenance standards, there is a higher likelihood that property owners will be obliged to undertake repairs as a result of Orders issued by the City. As a result, tenant protection offered under Section 54 of the *Residential Tenancies Act, 2006* with respect to compensation or another accommodation would not be triggered. The Residential Tenancies Act only provides compensation or the possibility of alternate accommodation when the repairs or renovations are voluntary. Property Standards Orders requiring work to be performed would not constitute voluntary repairs and accordingly would not attract the statutory “benefits” (compensation or the possibility of another accommodation) found in section 54 of the Residential Tenancies Act.

Lastly, staff anticipate that this By-law could raise expectations with respect to the role of the City in resolving landlord / tenant disputes. For example, City staff cannot arrange housing solutions or oblige a property owner to arrange alternate accommodations beyond providing active comparable rental listings. A requirement of the Renovation Licence and Relocation Listing By-law will stipulate that a landlord must provide comparable active listings to a tenant in certain situations. Given the current rental market in Hamilton, situations may arise where there are either insufficient or no listings to meet this requirement of the By-law. Furthermore, City staff cannot mediate or evaluate landlord / tenant disputes. The City’s role is limited to ensuring that the conditions of the By-law have been met.

3. <u>Rental Housing Licensing Pilot Project</u>

Through staff’s review of the options available to address renovictions, tenant displacement, and property standards in apartment buildings, areas of opportunity for improvement in the existing Rental Housing Licensing pilot program were identified. As such, minor amendments to Schedule 31, Rental Housing of the City of Hamilton Business Licensing By-law No. 07-170 have been proposed, including:

- Change to the scope of the program to capture buildings of 5 units or less, instead of the current requirement of buildings of 4 units or less, in order to ensure all rental housing units are captured either through the Rental Housing Licensing pilot program (5 units or less) or the new Safe Apartment Buildings By-law (6 units or more); and
- Adding a requirement for property owners to communicate change in ownership information to City staff within 7 days.

4. Property Standards and Vital Services By-laws

As part of the research and analysis for this report, staff also reviewed and considered potential enhancements to the City's existing Property Standards and Vital Services By-laws to better protect tenants. In part, this review responds to concerns that were raised and experienced as a result of recent circumstances at 1083 Main Street East.

On December 28, 2022, due to exposure to freezing temperatures, the plumbing system located at 1083 Main Street East experienced significant damage that resulted in the building's water being shut off to avoid further damage. During this time, Hamilton Water began providing potable water to residents. On January 5, 2023, a Property Standards Order pursuant to the *Building Code Act, 1992* was issued to the property owner to repair or replace the plumbing system with a set compliance date of January 24, 2023. The Order was appealed by the property owner requesting more time to complete the work. Ultimately, the City of Hamilton Property Standards Committee convened and confirmed the Property Standards Order.

The City's Property Standards By-law was the most effective means to have water services restored to tenanted units. However, the Property Standards By-law, being passed pursuant to *Ontario's Building Code Act, 1992*, provides a 14-day appeal period. An appeal was delivered by the Property Owner requesting more time, delaying potential enforcement action until the appeal could be heard by the Property Standards Committee.

Staff conducted a jurisdictional scan of comparable Ontario Municipalities to identify any potential By-law improvements that could prevent prolonged cessation of a vital service from re-occurring. Numerous Municipalities had similar Vital Services By-laws, and all were passed on the basis of the powers set out in the Residential Tenancies Act; however, some Municipalities have expanded upon definitions and provisions to allow for better enforcement actions.

In response to this review, staff are recommending a number of changes to the City's Vital Services By-law:

- Enhanced definitions and provisions to facilitate enforcement, including expanded definitions for what is adequate/suitable provision of each vital service type and property owner vs. operator;

- Introduction of electronic service as a means of serving an Order. In the situation that transpired at 1083 Main St E, electronic service may have allowed staff to save crucial time vs. serving an Order by other available options. Additionally, if the Safe Apartment Buildings By-law is approved, it is likely that electronic service will be an even better option as applicants/licence holders will be required to provide an email where available.

- Expansion of the provision for recovery of costs where the City is responsible for providing a vital service on behalf of the property owner, such as was the case with the provision of water at 1083 Main Street.

Staff also undertook a review of City of Hamilton By-law No. 10-221 (the "Property Standards" By-law). This By-law prescribes the standards for the maintenance and occupancy of property in the City of Hamilton and authorizes it to charge fees for services and activities as pursuant to the *Building Code Act, 1992*. A holistic review of the City of Hamilton Property Standards By-law No. 10-221 was undertaken, including evaluation with Municipal comparators. While no substantive changes are being proposed, the By-law attached as Appendix "H" to Report PED23072 has been restructured to improve ease of flow and "readability" for users.

5. Other Matters

Tracking Sale for Multi-unit Buildings

Through the recommendations detailed in Report PED23072, staff have ensured that sale of multi-unit buildings that fall under the scope of either the Safe Apartment Buildings By-law or the Rental Housing Licensing Pilot Program will be communicated to the City within seven days of sale. Within 48 business hours of receiving notification of a building sale, Licensing and By-law Services staff would then be able to share the notification information with the Tenant Support Program in the Housing Services Division.

Building Permits

In consultation with the Building Division regarding the use of Building Permits to halt renovictions, they advised that prior to issuance of a permit, an applicant must comply with "applicable law" which is defined in Div. A 1.4.1.3. of the *Building Code*, to which

there is no applicable law outlined that would justify withholding a Building Permit due to an instance of renoviction.

Due to this, the Building Division would not require eviction as a condition of a permit; however, if the proposed scope of work is a renovation, there may be occasions where the building may remain occupied (or partially occupied), and in those cases, if it is known, they may require a phasing plan or other considerations to ensure the building is safe for occupancy during construction.

6. New Westminster By-law

As directed by Council, staff have also prepared a draft By-law, modelled directly on the Municipality of New Westminster's renovictions By-law, which is attached as Appendix "K" to Report PED23072, and which is discussed under the Alternatives for Consideration section of this report.

7. Other Related City Initiatives

The new By-laws and By-law amendments proposed in this report are further complemented and supported by a number of existing and pending City initiatives which seek to protect rental housing and rental tenants:

- Tenant Support Program – which will include legal support for tenants through the Landlord Tenant Board, organizing and capacity building for tenant organizations, and broader education for the tenants and landlords on their rights and responsibilities under the Residential Tenancies Act.

- Rental Housing Replacement By-law – will be brought forward for Council's consideration in Q4 2023.

- Short Term Rental Licensing By-law – which seeks to protect existing rental housing stock through the licensing and regulation of short-term rentals, which was approved by Council in 2023 and is set for implementation in Q4 2023.

- Rental Housing Licensing pilot project – which licenses rental units and regulates property standards in rental units in Wards 1, 8 and parts of 14.

ALTERNATIVES FOR CONSIDERATION

Alternative One: New Westminster By-law

Rather than adopting the recommended "Renovation Licence and Relocation Listing By-law", Council could consider adopting the draft By-law attached as Appendix "K" to Report PED23072, "Repairs and Renovations By-law" which encompasses the complete provisions drawn from Part 6 of the *Business Regulations and Licensing (Rental Units) By-law* from New Westminster, British Columbia. It is the opinion of staff that this By-law would not withstand legal challenge in Ontario and would also present challenges with respect to its operation and enforcement.

Should Council consider adopting the draft By-law attached as Appendix "K" to Report PED23072, implementation of the "Repairs and Renovations By-law" would require the following staffing:

(i) Three full-time (3.0 FTE) Licensing Administrators in the Licensing and By-law Services Division to administer licence applications, enter investigation files and respond to inquiries, at an estimated total cost of $287,000 annually ($258,300 net levy);

(ii) Three full-time (3.0 FTE) Licensing Compliance Officer in the Licensing and By-law Services Division to enforce the By-law, at an estimated total cost of $327,000 annually ($294,300 net levy);

(iii) One full-time (1.0 FTE) Solicitor in Legal Services to respond to legal challenges and increased Property Standards Committee hearings, at an estimated total cost of $212,000 annually ($190,800 net levy);

(iv) One full-time (1.0 FTE) Housing Clerk in the Housing Services Division to facilitate tenant support/education, at an estimated total cost of $80,000 annually ($72,000 net levy);

(v) The purchase of three (3) vehicles at an estimated initial cost of $163,575 and an annual operating cost of $26,850 ($24,165 net levy);

(vi) An outreach, education and communications budget of $10,000 annually ($9,000 net levy); and

(vii) A one-time cost of $150,000 to fund the transition period for the implementation of the By-law.

Alternative Two: Immediate Adoption of "Safe Apartment Buildings By-law" and "Renovation Licence and Relocation Listing By-law"

Given the significant cost and staffing impact associated with these two By-laws, staff are recommending that they be referred to the 2024 Budget process so that they can be considered alongside other Council priorities. Should Council wish to consider immediate implementation, Council would need to direct that all of the costs and staffing implications be reflected in the 2024 Budget, and the costs for the program between now and the start of the 2024 Budget would need to be covered through an appropriate Reserve. Should Council opt to initiate the By-laws immediately, implementation of the Transition Plans attached as Appendixes "C" and "F" to Report PED23072 would be modified to commence immediately, with the timeframes referenced in the Transition Plan still applying.

Immediate initiation of the program would result in a significant impact to other work being undertaken by the Licensing and By-law Services Division, including but not limited to Short-Term Rental Licensing implementation, Digital Sign By-law, etc.

Alternative Three: Expansion of Rental Housing Licensing Pilot Program

The current Rental Housing Licensing Pilot Program addresses rental properties of four units or less. Through this report, staff are recommending that this be modified to properties of five units or less. Staff are not recommending changes to the geographic scope of the pilot program at this time. The current Rental Housing Licensing Pilot Program is targeted to end on December 31, 2025. An update to Council on the status of the Rental Housing Licensing Pilot Program was most recently provided through Report PED21097(d) at Planning Committee on June 13, 2023.

Council could consider immediate city-wide expansion of the Rental Housing Licensing Pilot Program. Should Council wish to pursue this alternative, staff would need to report back to Planning Committee in Q4 2023 detailing the staffing, financial and implementation requirements. Immediate expansion of the program would result in a significant impact to other work being undertaken by the Licensing and By-law Services Division, including but not limited to Short-Term Rental Licensing implementation, Digital Sign By-law, etc.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

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

Economic Prosperity and Growth
Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop

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

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

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED23072 – Draft Safe Apartment Buildings By-law
Appendix “B” to Report PED23072 – Safe Apartment Buildings By-law – Fee Schedule
Appendix “C” to Report PED23072 – HARP Safe Apartment Standards Program Transition Plan
Appendix “D” to Report PED23072 – Draft Renovation Licence and Relocation Listing By-law
Appendix “E” to Report PED23072 – Renovation Licence and Relocation Listing By-law – Fee Schedule
Appendix “F” to Report PED23072 – Renovation Licence and Relocation Listing By-law- Transition Plan
Appendix “G” to Report PED23072 – Draft Vital Services By-law
Appendix “H” to Report PED23072 – Draft Property Standards By-law
Appendix “I” to Report PED23072 – Draft Amending By-law to amend Licensing By-law No. 07-170, Schedule 31, Rental Housing
Appendix “J” to Report PED23072 – Draft Amending By-law to amend Administrative Penalties By-law No. 17-225
Appendix “K” to Report PED23072 – Draft Repairs and Renovations By-law
Appendix “L” to Report PED23072 – New Westminster vs City of Hamilton Recommendation Alignment Table

GB:ch

FEE SCHEDULE
Renovation Licence and Relocation Listing By-law

Licence Fee		
Licence fee per unit	$715	one time
Renewal fee per unit	$125	annual

*Fees to increase yearly under the User Fees and Charges Bylaw.

Renovation Licence and Relocation Listing By-law – Transition Plan for Implementation

	2024								2025
	May	**June**	**July**	**Aug.**	**Sep.**	**Oct.**	**Nov.**	**Dec.**	**Jan.**
Initial staff recruitment and training									
Development of Website, Resources and Brochures									
Outreach to Community, Stakeholders, Property Owners, Tenants									
AMANDA, payment portal, application documentation and checklist									
Accept Renovation Licence Applications									

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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton (PED23072(a)) (City Wide) **(Outstanding Business List Item)**
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Gillian Barkovich (905) 546-2424 Ext. 2348
SUBMITTED BY: **SIGNATURE:**	Monica Ciriello Director, Licensing and By-law Services Planning and Economic Development Department

RECOMMENDATION

(a) That staff be directed to present for Council's approval, the Renovation Licence and Relocation By-law to regulate repairs and renovations to rental units, in a form satisfactory to the City Solicitor, attached as Appendix "A" to Report PED23072(a), following the 2024 budget process and subject to the approval of the staffing and resourcing outlined in Recommendation (d) as part of the 2024 Budget;

(b) That City of Hamilton User Fees and Charges By-law No. 23-112 be amended to reflect the new Renovation Licence and Relocation By-law Fee Schedule developed at 10% cost recovery attached as Appendix "B" to Report PED23072(a);

(c) That, subject to the adoption of the Renovation Licence and Relocation By-law by Council, the Transition Plan as detailed in Appendix "C" to Report PED23072(a) to develop, implement and administer the By-law be approved;

(d) That the General Manager of Planning and Economic Development be directed to refer the following to the 2024 Budget for the implementation of the Renovation Licence and Relocation By-law;

(i) Three full-time (3.0 FTE) Licensing Administrators in the Licensing and By-law Services Division to administer licence applications, enter investigation files and respond to inquiries, at an estimated total cost of $287,000 annually ($258,300 net levy);

(ii) Three full-time (3.0 FTE) Licensing Compliance Officers in the Licensing and By-law Services Division to enforce the By-law, at an estimated total cost of $327,000 annually ($294,300 net levy);

(iii) One full-time (1.0 FTE) Solicitor in Legal Services to respond to legal challenges and increased Property Standards Committee hearings, at an estimated total cost of $212,000 annually ($190,800 net levy);

(iv) One full-time (1.0 FTE) Housing Clerk in the Housing Services Division to facilitate tenant support/education, at an estimated total cost of $80,000 annually ($72,000 net levy);

(v) The purchase of three (3) vehicles at an estimated initial cost of $163,575 and an annual operating cost of $26,850 ($24,165 net levy);

(vi) An outreach, education and communications budget of $10,000 annually ($9,000 net levy); and,

(vii) A one-time cost of $150,000 for the the transition period for the implementation of the By-law be funded by the Tax Stabilization Reserve 110046.

(e) That Licensing and By-law Services staff be directed to work with Legal Services to obtain approval for set fines with the Ministry of the Attorney General;

(f) That subject to and following the approval of set fines by the Ministry of the Attorney General, staff be directed to work with Legal Services to amend the Administrative Penalties By-law No. 17-225 to incorporate charges under the Renovation Licence and Relocation By-law.

EXECUTIVE SUMMARY

At the October 25, 2023, City Council meeting sub-sections (e), (f), (g), and (h) of Report PED23072 Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton, was deferred to a committee meeting date no later than January 18, 2024, to allow staff to review the October 19, 2023, written correspondence received at the Emergency and Community Services Committee from ACORN and Advocacy Centre for Tenants Ontario, regarding possible By-law amendments.

Staff have reviewed the correspondence from ACORN and Advocacy Centre for Tenants Ontario, and as a result this report recommends amendments to the Renovation Licence and Relocation By-law to regulate repairs and renovations to rental units. The proposed By-law takes a reasonable and complementary approach to the *Residential Tenancies Act, 2006*, while simultaneously ensuring that the regulations are within the scope of municipal authority under the *Municipal Act, 2001*.

Alternatives for Consideration – See Page 11

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Financial impacts remain unchanged from Report PED23072.

Based on the recommended Fee Structure attached as Appendix “B” to Report PED23072(a), it is estimated that annual revenues for the program will be approximately $94,285, or approximately 10% of program costs.

The total estimated annual cost of administering the Renovation Licence and Relocation By-law once it is fully up-and-running is $942,850 broken down as follows:

- $906,000 for staffing ($815,400 net levy);
- $26,850 operating costs for three (3) vehicles ($24,165 net levy); and,
- $10,000 annually for outreach, education and communications ($9,000 net levy).

In addition to the operating costs, there is a one-time capital cost of $163,575 for the purchase of 3 vehicles and shared cost of installation of charging stations included in the 2024 Preliminary Budget.

It is anticipated that the timing of the registration revenues will lag behind the implementation of the program. Therefore, staff are recommending the approval of one-time funding to cover program costs during the start-up / transition period. Staff anticipate that the staffing resource needs can be phased over the first 12-18 months of the program, which would result in approximately $530,000 in 2024 and the remainder of $412,850 in 2025. cost savings. Therefore, staff are recommending, based on the proposed Transition Plan, that up to $150,000 in one-time costs be funded from the Tax Stabilization Reserve 110046.

Staffing: Staffing impacts remain unchanged from Report PED23072.

Implementation of the Renovation Licence and Relocation By-law would require an additional 8.0 Full-time Equivalents (FTEs) in the Licensing and By-law Services, Housing Services and Legal Services Divisions, consisting of:

- Three full-time (3.0 FTE) Licensing Administrators to administer licence applications, enter investigation files and respond to inquiries;
- Three full-time (3.0 FTE) Licensing Compliance Officer to enforce the By-law;
- One full-time (1.0 FTE) Solicitor in Legal Services to respond to legal challenges and increased Property Standards Committee hearings; and,
- One full-time (1.0 FTE) Housing Clerk in Housing Services to facilitate tenant support/education.

Legal: Legal Services assisted with the preparation of the appended Draft Renovation Licence and Relocation By-law, attached as Appendix “A” to Report PED23072(a).

HISTORICAL BACKGROUND

On December 9, 2021, through Report HSC20020(d) – Adaptation and Transformation of Services for People Experiencing Homelessness, approval was granted for up to $100,000 for Housing Services to hire and retain a consultant to evaluate the feasibility of implementing a By-law in the City of Hamilton, similar to the renovictions By-law previously enacted and since repealed in the City of New Westminster, British Columbia.

On April 20, 2023, through Report HSC23023 – Renovictions Stakeholder Consultation, Housing Services presented updates to Council on previous directions regarding the issue of Landlord and Tenant renovictions and provided recommendations for next steps by the Municipality.

On April 20, 2023, the Emergency and Community Services Committee passed a motion (i) for staff to report back to the Committee in August 2023, with recommendations on a full suite of options to halt renovictions in the City of Hamilton, including a RentSafeTO style Tenant Support Program, amendments to various City By-laws, the use of building permits and a city-wide Licensing By-law and a stand-alone Renovictions By-law, in addition to any potential By-law associated with the review of a Tenant Support Program; and (ii) that staff report back on the ability of the Municipality to track sale notices for multi-unit buildings, to monitor trends in this area and create process to inform tenants of their right in case of ownership change.

On August 17, 2023, through Report PED23072 - Addressing Renovictions, Tenant Displacement and Property Standards in Apartment Buildings in the City of Hamilton, Licensing and By-law Services staff presented recommendations on a full set of options to prevent renovictions in the City of Hamilton. The Emergency & Community Services Committee passed a motion deferring sub-sections (e), (f), (g) and (h) of Report PED23072 to the October 19, 2023, Committee meeting.

On October 19, 2023, the Emergency and Community Services Committee again deferred sections (e), (f), (g) and (h) of Report PED23072 to a meeting of the Emergency and Community Services Committee no later than January 18, 2024, and directed staff to:

(i) Review the correspondence received from ACORN and Advocacy Centre for Tenants Ontario on October 19, 2023, regarding possible amendments and revisions to the proposed Renovation Licence and Relocation By-law as well as the proposed revisions made by ACORN to the by-law, and report back to Emergency and Community Services Committee no later than January 18, 2024, on any staff recommended revisions to the proposed Renovation Licence and Relocation By-law; and,

(ii) Include the employee and other costs outlined in sub-section (h) of Report PED23072 as a Council Referred Item in the 2024 budget, such that the additional investments can still be approved as part of the 2024 Operating Budget should Council approve the Renovation Licence and Relocation By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Staff's review considered the following applicable Municipal, Provincial and Federal Legislation:

- *Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023*
- *Municipal Act, 2001, S.O. 2001, c.25*
- *Ontario Building Code Act, 1992, S.O. 1992, c.23*
- *Residential Tenancies Act, 2006, S.O. 2006, c. 17*

RELEVANT CONSULTATION

In preparing the draft By-law appended to this report and crafting the recommendations and alternatives highlighted herein, the following internal divisions were consulted:

- Corporate Services Department, Financial Planning Administration and Policy Division, Finance & Administration Section;
- Corporate Services Department, Legal and Risk Management Services Division, Legal Services Section;
- Healthy and Safe Communities Department, Housing Services Division; and,
- Planning and Economic Development Department, Licensing & By-law Services Division.

Thorough review of the written correspondence submitted by ACORN and the Advocacy Centre for Tenants Ontario to the Emergency and Community Services Committee meeting on October 17, 2023 was also undertaken.

Due to time constraints, no consultation with the community has taken place since October 17, 2023.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Staff have proposed a new and updated Renovation Licence and Relocation By-law attached as Appendix "A" to Report PED23072(a) which builds upon the initial By-law in Report PED23072 that came before Emergency and Community Services Committee on August 17, 2023, and October 19, 2023. The proposed Renovation Licence and Relocation By-law adopts a number of the aspects of ACORN's submissions in ways that are reasonably enforceable under Ontario law.

Overall, the proposed approach is one that requires landlords to obtain a licence from the City prior to commencing any renovation work that requires that an N-13 notice be issued to a tenant. The proposed By-law does not prohibit the issuance of the N-13

notice, but instead creates a mechanism whereby the City would be informed upon the issuance of an N-13 notice, thus triggering the provision of information to tenants regarding their rights and access to the Tenant Support Program as outlined in Report HSC23023(b).

Various features of the Renovation Licence and Relocation By-law are summarized below:

- The By-law applies citywide to all rental units in the City of Hamilton.
- The landlord/operator is required to file an application with the City for a renovation licence within seven days of issuing an N-13 notice to a tenant.
- The application for a renovation licence must include supporting documentation including a building permit, a report from a qualified person (engineer) that states that vacant possession is required and a copy of the N13 notice.
- If an N13 notice is issued and a tenant has exercised their legal right of first refusal under S. 53 of the *Residential Tenancies Act, 2006*, the landlord must provide either a temporary alternative accommodation or compensation to the tenant for the duration of the renovation.
- Any temporary alternative accommodation offered to the tenant must be comparable to the tenant's current unit during the period of repair.
- Compensation is determined to be in an amount equal to the difference between the rent rate currently paid by the tenant for the unit being repaired and the Average Market Rent of a Rental Housing Unit with the same number of bedrooms as the tenant's current unit.
- The landlord/operator shall provide particulars to the City of the arrangement that has been made, prior to receiving a renovation licence.
- If the landlord/operator and tenant cannot make an arrangement, then the Director may make an exemption to this provision and may impose conditions on such exemption.
- A landlord/operator may be subject to enforcement for failing to comply with the provisions of the by-law.

The Renovation Licence and Relocation By-law does not:

(a) Prevent a landlord from issuing an N-13 notice; or,
(b) Permit City staff intervention in areas which fall under the scope of the *Residential Tenancies Act, 2006* or the Landlord and Tenant Board.

The Renovation Licence and Relocation By-law would create a mechanism whereby:

(a) The City would become informed of an N-13 notice; and,

(b) A tenant upon receiving an N-13 notice would become aware of their rights from delivery to them of the Tenant Rights and Entitlement Package.

By requiring that this information be shared with the tenant under the By-law, it will assist the City with connecting tenants with support initiatives as outlined in Housing Services Report HSC23023(b).

Those support initiatives include:

(a) The tenant defence program to provide legal assistance to tenants who receive an N-13 notice including the filing a right of first refusal under the *Residential Tenancies Act, 2006* to return to their unit;
(b) Education campaigns on rights and responsibilities of the landlord and tenants; and,
(c) The creation of a community research table that will include tenant's voices in identifying gaps in the system for tenant supports.

Fines

Section 434.1 of the *Municipal Act, 2001*, provides the authority for municipalities to require a person to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law. The purpose of the Administrative Penalties By-law No. 17-225 is to assist municipalities in promoting compliance with its by-laws. Subsection 434.1 (3) states that the amount of an administrative penalty shall (a) not be punitive in nature and (b) shall not exceed the amount reasonably required to promote compliance with a by-law of the municipality. This may include issuing charges for each day that an offense occurs.

As reflected in Recommendation (e) and (f), Licensing and By-law Services will first make an application for set fines to the Ministry of the Attorney General. Once set fines are approved by the Ministry of the Attorney General, staff will work with Legal Services to amend the Administrative Penalties By-law No.17-225 for Council Approval.

Transition

The transition plan for implementation of the Renovation Licence and Relocation By-law detailed in Report PED23072, attached as Appendix "C" to Report PED23072(a), remains unchanged.

Enforcement

Enforcement of the Renovation Licence and Relocation By-law detailed in Report PED23072 attached as Appendix "C" to Report PED23072(a), remains unchanged.

Generally speaking, enforcement of the By-law will be based on a reactive approach, as staff must receive either a formal complaint from a tenant who has been/may be issued an N-13 notice or be in receipt of an application for a Renovation Licence. Officers will use their discretion to issue Orders to obtain compliance, and fines and/or fee's may follow for non-compliance. Officers will continue to rely on other City By-laws, including Noise, Property Standards, Yard Maintenance and Vital Services to ensure that landlords/operators are mitigating disruption at the Residential Complex during renovations.

The proposed By-law does not prevent the issuance of an N-13 notice or intervene in areas which fall under the scope of the Landlord and Tenant Board, including situations where the processes around issuance of an N-13 notice were not followed.

Costs to Landlords

The recommended cost to landlords for an application for a Renovation Licence is $715. The cost of the licence application was developed on a 10% cost recovery model and is based on the assumption that at least 132 N-13 Notices will be issued yearly.

Staff are recommending a lower cost recovery ratio for this By-law, in order to mitigate against potential unintended consequences, such as:

- Incentivizing the issuance of N-13 notices during the transition period, in order to avoid the costs of complying with the City's By-law;
- Loss of rental stock as property owners opt to sell properties due to high costs of compliance, with the possibility that buyers will convert properties back to owner occupied dwellings;
- Influx of applications to the Landlord Tenant Board for the above guideline increases; and,
- Discouraging investment in new rental properties.

Risks/Challenges

It is important to note that there are potential risks and challenges associated with approving the Renovation Licence and Relocation By-law that were highlighted in Report PED23072 and remain unchanged. They are summarized below.

Due to time constraints in drafting the report, no consultation with the community has taken place outside of limited meetings with the Hamilton District Apartment Association and ACORN Hamilton. This limited consultation may create potential concerns for residents and other community stakeholders who may have desired an opportunity to participate in the process.

The proposed By-law is a first-of-its-kind in Canada and may be subject to legal challenge. It is also possible that City staff could be summonsed to testify at the Landlord and Tenant Board about the requirements of the By-law and the information that led to the issuance or denial of a renovation licence. At the Landlord and Tenant Board, both the landlord and the tenant will likely rely on the prescribed qualifications report, that requires vacant possession.

The Provincial *Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023,* has received Royal Assent but has not yet been proclaimed at the Provincial legislature. It is possible, upon proclamation, that the City may be required to amend the By-law to conform with the provisions of the legislation. *Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023,* proposes a number of amendments to the *Residential Tenancies Act, 2006,* relating to notice of termination where renovations or repairs to a rental unit are required.

It is also important to note that if repairs are being completed in response to a City issued Order such as under the Property Standards By-law or under the Safe Apartment By-law, if approved by Council, tenant protection offered under Section 54 of the *Residential Tenancies Act, 2006* with respect to compensation or another accommodation would not be triggered. Section 54 of the *Residential Tenancies Act, 2006* only provides compensation or the possibility of alternate accommodation when the repairs or renovations are voluntary, as would the Renovation and Relocation By-law. With the approval of the Safe Apartment Buildings By-law, staff will be conducting regular inspections of rental buildings across the City, and there is the possibility that an increase in Orders will occur. Property Standards Orders requiring work to be performed would not constitute voluntary repairs and accordingly would not attract the statutory “benefits” (compensation or the possibility of another accommodation) found in section 54 of the *Residential Tenancies Act, 2006,* nor would the Renovation and Relocation By-law would not apply.

Lastly, there is a risk of community expectations around the involvement of City staff in bringing resolution of landlord/tenant disputes. City staff cannot arrange housing solutions or cannot evict tenants. The Licensing and By-law Services role is limited to ensuring that the conditions of the By-law have been fulfilled to issue a Renovation Licence and issuing orders/charges for non-compliance.

ALTERNATIVES FOR CONSIDERATION

Alternative One: Adoption of the "Renovation Licence and Relocation By-law" proposed in Report PED23072.

Council may give consideration to adopting the version of the Renovation Licence and Relocation By-law that was detailed in Report PED23072.

Alternative Two: Await Proclamation of Bill 97, *Helping Homebuyers, Protecting Tenants Act, 2023*

As detailed in this report, *Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023* will likely have a direct impact on the Renovation Licence and Relocation By-law. The bill has received Royal Assent but has not yet been proclaimed. Council may consider directing staff to pause work on the Renovation Licence and Relocation By-law and report back to the General Issues Committee with recommendations once proclamation has occurred. In the interim, Council may consider directing staff to monitor Landlord and Tenant Board data on issuance of N-13 notices and direct tenants to engage with the tenant supports offered through the Tenant Defence Fund/Housing Services.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to PED23072(a) – Draft Renovation Licence and Relocation By-law
Appendix "B" to PED23072(a) – Draft Renovation Licence Fee Schedule
Appendix "C" to PED23072(a) – Draft Renovation Licence and Relocation By-law – Transition Plan

GB/ch

Authority: Item ,
Report PED23072(a)
CM:
Ward: City Wide

Bill No.

CITY OF HAMILTON

BY-LAW NO.

Renovation Licence and Relocation By-law

WHEREAS section 8 of the *Municipal Act, 2001* states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS section 10 of the *Municipal Act, 2001* provides a single-tier municipality with the broad authority to pass by-laws respecting (i) the economic, social and environmental well-being of the municipality, (ii) the health, safety and well-being of persons, (iii) the protection of persons and property and (iv) business licensing;

AND WHEREAS subsection 151(1) of the *Municipal Act, 2001* authorizes a municipality to provide for a system of licences with respect to a business and may:

(a) prohibit the carrying on or engaging in the business without a licence; refuse to grant a licence or to revoke or suspend a licence;
(b) impose conditions as a requirement of obtaining, continuing to hold or renewing a licence;
(c) impose special conditions on a business in a class that have not been imposed on all of the businesses in that class in order to obtain, continue to hold or renew a licence;
(d) impose conditions, including special conditions, as a requirement of continuing to hold a licence at any time during the term of the licence; and,
(e) license, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it.

AND WHEREAS subsection 151(1) of the *Municipal Act, 2001* applies with necessary modifications to a system of licences with respect to any activity, matter or thing for which a by-law may be passed under sections 9, 10 and 11 of the Act as if it were a system of licences with respect to a business;

AND WHEREAS, in accordance with subsection 23.2(4) of the *Municipal Act, 2001,* Council for the City of Hamilton is of the opinion that the delegation of the legislative

powers under this by-law to the Director including, without limitation, the power to issue and impose conditions on a licence are powers of a minor nature having regard to the number of people, the size of the geographic area and the time period affected by the exercise of the power;

AND WHEREAS subsection 39(1) of the *Municipal Act, 2001* provides that a municipality may impose fees and charges on persons,

(a) for services or activities provided or done by or on behalf of it;
(b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and,
(c) for the use of its property including property under its control.

AND WHEREAS subsections 425(1) and 429(1) of the *Municipal Act, 2001* authorize a municipality to pass by-laws providing that a person who contravenes a municipal by-law is guilty of an offence and to establish a system of fines for offences under a by-law;

AND WHEREAS section 434.1 of the *Municipal Act, 2001* provides that a municipality may require a person, subject to such considerations as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that person has failed to comply with a by-law of the municipality passed under the *Municipal Act, 2001*;

AND WHEREAS section 436 of the *Municipal Act, 2001* provides that a municipality may pass a by-law providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether a by-law of a municipality has been complied with;

AND WHEREAS sections 444 and 445 of the *Municipal Act, 2001* provides that municipality may make an order requiring a person who contravened a by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity and do work to correct the contravention;

AND WHEREAS the Province of Ontario has enacted the *Residential Tenancies Act, 2006* and such *Act* states that:

> "The purposes of this Act are to provide protection for residential Tenants from unlawful rent increases and unlawful evictions, to establish a framework for the regulation of residential rents, to balance the rights and responsibilities of residential Landlords and Tenants and to provide for the adjudication of disputes and for other processes to informally resolve disputes."

AND WHEREAS pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006,* a Landlord shall serve a Tenant with a notice of termination of tenancy if the Landlord requires vacant possession of the rental unit for the purpose of performing

repairs or renovations;

AND WHEREAS subsection 50(3) of the *Residential Tenancies Act, 2006,* requires that the notice of termination served pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006,* inform the Tenant that if they wish a right of first refusal to occupy the premises as a Tenant after the repairs or renovations are complete, they must give the Landlord notice of this fact before vacating the rental unit;

AND WHEREAS subsections 53(1) and 53(2) of the *Residential Tenancies Act, 2006* establish that a Tenant who receives notice of termination of a tenancy for the purpose of repairs or renovations pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*, may have a right of first refusal to occupy the rental unit as a Tenant when the repairs or renovations are complete at a rental rate that is no more than what the Landlord could have lawfully charged if there had been no interruption in the Tenant's tenancy;

AND WHEREAS the City of Hamilton seeks to regulate by way of licensing, any Landlord who intends to perform repairs and renovations and serves a notice of termination pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006* in order to assist the Tenant in making an informed decision as to whether or not the Tenant should deliver a notice of their wish to occupy the rental unit after the repairs and renovations are complete prior to such Tenant vacating the premises;

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

PART I – GENERAL AND INTERPRETATION

1. In this By-law;

   (a) a word defined in or importing the singular number has the same meaning when used in the plural number, and vice versa;

   (b) a reference to any Act, by-law, rule or regulation or to a provision thereof shall be deemed to include a reference to any Act, by-law, rule or regulation or provision enacted in substitution therefor or amendment thereof;

   (c) the headings to each section are inserted for convenience of reference only and do not form part of the By-law;

   (d) words and abbreviations which have well-known technical or trade meanings are used in the By-law in accordance with those recognized meanings; and

(e) where an officer of the City is named, or a reference is made to an officer of the City, that reference shall be deemed to include a reference to the designate of that person, as appointed in accordance with policies and procedures of the City in force from time to time.

2. This By-law shall apply to all Rental Housing Units within the municipality of the City of Hamilton or the geographic area of the City of Hamilton, as the context requires.

3. This By-law shall not apply to:

(a) a licensed hotel, motel, inn or bed and breakfast, tourist home, licensed lodging house, licensed short-term rental or licensed residential care facilities; and

(b) any building to which any of the following statutes, or their regulations, apply;

(i) the *Homes for Special Care Act,* R.S.O. 1990, c. H.12;

(ii) the *Innkeepers Act*, R.S.O. 1990, C. 17;

(iii) the *Long-Term, Care Homes Act, 2007*, S.O. 2007, c. 8;

(iv) the *Retirement Homes Act, 2010*, S.O. 2010, c.11;

(v) the *Social Housing Reform Act, 2000*, S.O. 2000, c. 27; and

(vi) social housing or affordable housing that is not subject to *Social Housing Reform Act, 2000*, S.O. 2000, c. 27, but which is subject to an agreement with the City and which has been approved for exemption by the Director.

4. All licence fees and inspection fees related to this By-law shall be paid in accordance with the City's User Fees and Charges By-law No. 19-160, and such licence fees and inspection fees paid shall be non-refundable.

Definitions

5. In this By-law:

"Administrative Penalty" means any administrative fee pursuant to the City's Administrative Penalties By-law 17-225;

"**Average Market Rent**" means rent at average market rent as published annually by the Canada Mortgage and Housing Corporation (CMHC) based on number of bedrooms in a Rental Housing Unit;

"By-law" means this By-law;

"Chief Building Official" means the Chief Building Official as appointed by Council pursuant to the *Building Code Act*, *1992,* S.O. 1992, c.23, or their designate, and may include building inspectors for the purpose of doing inspections as contemplated under this By-law;

"City" means the municipality of the City of Hamilton or the geographic area of the City of Hamilton as the context requires;

"Council" means the Council of the City of Hamilton;

"Director" means the City's Director of Licensing and By-law Services, or their designate;

"Fire Chief" means the City of Hamilton Chief of the Hamilton Fire Department, or their designate;

"Landlord" includes:

(a) the owner of a Residential Housing Unit or any other person who permits occupancy of a Rental Housing Unit, other than a Tenant who occupies a Rental Housing Unit in a Residential Complex and who permits another person to occupy the Rental Housing Unit or any part thereof;

(b) the heirs, assigns, personal representatives and successors in title of a person referred to in clause (a); and

(c) a person, other than a Tenant occupying a Rental Housing Unit in a Residential Complex, who is entitled to possession of the Residential

Complex and who attempts to enforce any of the rights of a Landlord under a tenancy agreement or the *Residential Tenancies Act 2006,* including the right to collect rent;

"Licensee" means any Person licensed under this By-law;

"Medical Officer of Health" means the Medical Officer of Health for the Hamilton Health Unit and includes public health inspectors;

"*Municipal Act, 2001*" means the *Municipal Act, 2001,* S.O. 2001, c.25;

"Municipal Law Enforcement Officer" means an employee of the Licensing and By-law Services Division of the City of Hamilton who is appointed by Council to enforce the provisions of this By-law;

"Officer" shall include a Municipal Law Enforcement Officer, Medical Officer of Health, Fire Chief, Chief Building Official, a Hamilton Police Services police officer, or any other person appointed under the authority of a municipal by-law or by Council to enforce City by-laws;

"Operator" means the superintendent or property manager or any other person who may take on some or all of the roles relating to permitting occupancy in a Rental Housing Unit, but does not include an Owner;

"Owner" means any person or persons who have any legal right, title, estate or interest in a Rental Housing Unit and shall include, but is not limited to, a Landlord, lessors, sublessor or other person permitting the occupation of a Rental Housing Unit, their agents, heirs, personal representatives and successors in title;

"Person" includes an individual, sole proprietorship, partnership, limited partnership, trust, party or body corporate, and the personal or other legal representatives of a person to whom the context can apply according to the law;

"Provincial Offences Act" means the *Provincial Offences Act*, R.S.O. 1990, c.P33;

"**Rental Housing Unit**" means a building or part of a building: (i) consisting of one or more rooms; (ii) containing toilet and cooking facilities; (iii) designed for use as a single

housekeeping establishment; and (iv) used or intended for use as a rented residential premise;

"Residential Complex" means a building or related group of buildings in which one or more Rental Housing Units are located and includes all common areas and services and facilities available for the use of its residents;

"Residential Tenancies Act, 2006" means *the Residential Tenancies Act, 2006*, S.O. 2006 c.17;

"Tenant" includes a person who pays rent in return for the right to occupy the Rental Housing Unit and includes their heirs, assigns and personal representatives, but does not include a person who has the right to occupy a rental unit by virtue of being an Owner of the Residential Complex in which the Rental Housing Unit is located or a shareholder of a corporation that owns the Residential Complex; and

"**Tenant Rights and Entitlements Package**" means an information package produced by the City to inform Tenants about their rights & entitlements under the *Residential Tenancies Act, 2006*, and this By-law.

6. A term not defined in section 5 of this By-law shall have the same meaning as the term in the *Building Code Act, 1992,* S.O. 1992, c.23 or the City's Property Standards By-law.

PART II- LICENCE REQUIRED FOR REPAIRS AND RENOVATIONS TO RENTAL HOUSING UNITS THAT REQUIRE VACANT POSSESSION

7. A Landlord or Operator who has delivered a notice of termination pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006* to a Tenant in order to perform repairs or renovations which require vacant possession of a Rental Housing Unit shall, within seven (7) days of serving the notice of termination pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*, submit an application for a licence issued by the Director in accordance with the provisions of this By-law.

8. A Landlord or Operator who fails to submit an application for a licence pursuant

to section 7 of this By-law is guilty of an offence and is subject to a penalty in the amount prescribed in this By-law for each day that the Landlord or Operator fails to comply with section 7 of this By-law.

PART III – PROHIBITIONS

9. No Landlord or Operator shall perform, or cause to be performed, renovations or repairs requiring vacant possession of the Rental Housing Unit pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*, without first being issued a licence as required pursuant to this By-law.

10. No Landlord or Operator shall be issued a licence as required pursuant to this By-law without first being issued all permits required to carry out the repairs or renovations requiring vacant possession of the Rental Housing Unit pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006.*

11. No Landlord or Operator who received notice from a Tenant of their wish to have a right of first refusal pursuant to section 53 of the *Residential Tenancies Act, 2006*, shall be issued a licence under this By-law without first making arrangements with the Tenant in accordance with section 25 of this By-law, unless otherwise exempted in accordance with section 28 of this By-law.

12. No Landlord or Operator who has obtained a licence under this By-law shall fail to adhere to the arrangements made with the Tenant pursuant to this By-law.

13. No Landlord or Operator who has obtained a licence under this By-law shall prevent a Tenant who has informed the Landlord or Operator in writing of their wish to exercise their right of first refusal, pursuant to subsection 53(2) of the *Residential Tenancies Act, 2006,* from reoccupying the Rental Housing Unit upon the completion of repairs or renovations at a rent that is no more than what the Landlord or Operator could have lawfully charged if there had been no interruption in the Tenant's tenancy.

14. No Landlord or Operator who has obtained a licence under this By-law shall advertise, or cause to be advertised, a renovated or repaired Rental Housing Unit for rent if the Tenant of that Rental Housing Unit has informed the Landlord or Operator in writing of their wish to exercise their right of first refusal, pursuant to subsection 53(2) of the *Residential Tenancies Act, 2006,* unless:

    (a) the Tenant informs the Landlord or Operator, in writing, that the Tenant no longer wishes to exercise their right of first refusal to reoccupy the Rental Housing Unit; or,

    (b) the Landlord (i) gave the Tenant sixty (60) days after the Rental Housing Unit was ready for occupancy to exercise their right of first refusal to occupy the Rental housing Unit and thereafter (ii) the Tenant chose not to exercise their right of first refusal within that sixty (60) day period.

15. No Landlord or Operator shall hold themselves out to be licensed under this By-law if they are not licensed.

16. No Landlord or Operator shall contravene or fail to comply with any of the terms and conditions of their licence issued under this By-law.

17. No Landlord or Operator shall transfer or assign a licence issued under this By-law.

18. No Person shall provide false or misleading information to the Director when applying for or renewing a licence under this By-law.

19. No Person shall hinder or obstruct an Officer or attempt to hinder or obstruct an Officer who is performing a duty under this By-law.

20. Any Person who provides false or misleading information to the Director shall be deemed to have hindered or obstructed an Officer in the execution of their duties.

PART IV - APPLICATION FOR AND RENEWAL OF LICENCE

Application for a Licence

21. Prior to submitting an application for a licence under this By-law, the Landlord or Operator shall provide a copy of the City's Tenant Rights and Entitlements Package to all Tenants who received a notice pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006.*

22. Every Landlord or Operator applying for a licence as required pursuant to section 7 of this By- law shall provide the following information and materials in support of the application for a licence:

    (a) the Landlord's name and contact information, including a mailing address, email address and telephone number;

    (b) if there is an Operator of the Residential Complex, the Operator's name and contact information, including a mailing address, email address and telephone number;

    (c) full description of the Residential Complex, including street address, number of Rental Housing Units, number of rooms within the Rental Housing Units, number of tenanted Rental Housing Units, rental rates for each of the tenanted Rental Housing Units and the commencement date and term of the tenancy agreement for each tenanted Rental Housing Unit at the time of submitting the application for a licence;

    (d) a copy of the notice of termination served on the Tenant pursuant to section 50(1)(c) of the *Residential Tenancies Act*, *2006;*

    (e) a copy of the building permit issued to the Landlord or Operator by the Chief Building Official and any other permit required to carry out the repairs or renovations;

    (f) certification from the Landlord or Operator that the Landlord or Operator has provided a copy of the Tenant's Rights and Entitlements Package to all Tenants who received a notice pursuant to section 50(1)(c) of the *Residential Tenancies Act*, *2006*;

(g) a copy of a report prepared by a professionally designated engineer or other person with the requisite qualification stating that the repairs or renovations are so extensive that they require vacant possession of the Rental Housing Unit; and,

(h) any other information as may be required by the Director.

Notice of Application

23. Within five (5) days of submitting the application for a licence under this By-law, the Landlord or Operator shall provide notice of the application submitted to the City, pursuant to this By-law, to all Tenants who received a notice of termination pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*.

24. Where a Residential Complex has more than one (1) tenanted Rental Housing Unit, within five (5) days of submitting an application for a licence to the City pursuant to this By-law, the Landlord or Operator shall post the notice in location on the premises, so as to be clearly visible to all residents of the premises until such time that a licence has been issued or the application for a licence has been withdrawn or revoked.

PART V – TEMPORARY ALTERNATE ACCOMMODATION

Temporary Alternate Accommodation Required

25. Where a Tenant has notified their Landlord or Operator of their wish to have a right of first refusal pursuant to section 53 of the *Residential Tenancies Act, 2006*, the Landlord or Operator shall within one-hundred and twenty (120) days of the Landlord or Operator serving the notice on the Tenant requiring vacant possession of the Rental Housing Unit, or before the date on which the Tenant notifies the Landlord of its intention to vacate the Rental Housing Unit, whichever is earlier:

(a) make arrangements with the Tenant:

(i) for the Tenant's temporary alternate accommodation that is comparable to the Tenant's current Rental Housing Unit during the period of repair or renovation; or

(ii) to provide the Tenant with compensation in an amount equal to the difference between the rent rate currently paid by the Tenant for the Rental Housing Unit being repaired or renovated (including utilities, only if utilities were included in the tenancy agreement with the Tenant of that Rental Housing Unit) and the Average Market Rent of a Rental Housing Unit with the same number of bedrooms as the Tenant's current Rental Housing Unit, within seven (7) calendar days before the first (1st) day of each month during the period of repair or renovation; and

(b) make arrangements for the Tenant's return to the Rental Housing Unit after completion of the repairs and renovations at a rent that is no more than what the Landlord or Operator may have lawfully charged if there had been no interruption to the Tenant's tenancy.

26. The Landlord or Operator shall provide to the Director the particulars of the arrangements made with the Tenant forthwith after such arrangements have been made pursuant to section 25 of this By-law.

27. Comparable, for the purposes of section 25 of this By-law includes, but is not limited to, consideration of the following factors:

(a) the rental rate for the unit is equal or less than the rent for the Rental Housing Unit being repaired or renovated;

(b) proximity between existing and proposed transportation options, including transit service;

(c) relative proximity to community infrastructure such as, recreational facilities, libraries, police stations, schools and places of religious assembly;

(d) relative proximity to commercial services and amenities;

(e) number of bedrooms; and

(f) size of proposed temporary alternate accommodation.

Application for Exemption

28. A Landlord or Operator who is subject to the provisions of section 25 of this By-law may apply to the Director for an exemption from the provisions of that section, on the grounds that the Landlord or Operator was unable to make the required arrangements within the specified time period in accordance with section 25 of this By-law.

29. A Landlord or Operator who has made an application for exemption under section 28 of this By-law shall submit to the Director the following information and documentation in support of the application for exemption:

(a) an explanation for the reason that the Landlord or Operator was unable to make the required arrangements within the specified time period in accordance with section 25 of this By-law;

(b) documentation disclosing all proposed temporary alternate accommodations proposed by the Landlord, Operator or Tenant as required pursuant to subsection 25(a)(i) of this By-law, as applicable;

(c) copies of all correspondence between the Landlord, Operator and Tenant regarding the proposed temporary alternate accommodations referred to in subsection 29(b), as applicable;

(d) copies of all correspondence between the Landlord, Operator and Tenant, and any other related documentation, pertaining to the proposed arrangements to provide the Tenant with compensation in an amount equal to the difference between the rent rate currently paid by the Tenant for the Rental Housing Unit being repaired or renovated (including utilities, only if utilities were included in the tenancy agreement with the Tenant of that Rental Housing Unit) and the Average Market Rent of a Rental Housing Unit with the same number of bedrooms as the Tenant's current Rental Housing Unit as required pursuant to subsection 25(a)(ii) of this By-law, as applicable; and

(e) any other information or documentation as required by the Director to assist in determining whether an exemption under this By-law should be granted.

30. The Director may, in approving an application for exemption pursuant to this By-law, impose conditions on both the Tenant and the Landlord.

PART VI- POWERS OF THE DIRECTOR AND ISSUANCE OF LICENCE

31. Notwithstanding any other provision in this By-law, the power and authority to issue or renew a licence, refuse to issue or refuse to renew a licence, to revoke a licence, and to impose terms and conditions, including special conditions on a licence are delegated to the Director.

32. The Director shall issue a licence or renew a licence where the requirements or conditions of this By-law have been met.

33. The Director may refuse to issue, refuse to renew, or revoke a licence, or impose a term or condition on a licence on the following grounds:

(a) there are reasonable grounds to believe that any or all material or information submitted in support of an application for a licence pursuant to section 22 of this By-law or an application for exemption pursuant to

section 29 of this By-law or any other documents provided to the Director by the Landlord or Operator as required pursuant to this By-law contain a false or misleading statement;

(b) the Residential Complex and/or any Rental Housing Unit in the Residential Complex is subject to an order, or orders, made pursuant to any governmental authority;

(c) a Landlord or Operator does not meet all of the requirements, terms or conditions of this By-law.

34. A licence issued under this By-law shall be posted in location on the premises, so as to be clearly visible to all residents of the premises for the duration of the licence period.

35. A licence issued under this By-law shall only be valid for the repairs or renovations of the Rental Housing Unit as provided for in the application for licence referred to in this By-law.

36. A licence issued under this By-law shall be valid for either the period of one (1) year or the estimated date by which the Rental Housing Unit is expected to be ready for occupancy following the repairs or renovations, whichever is earlier.

37. A licence, in accordance with the provisions of this By-law, shall be required for each Rental Housing Unit and/or each Residential Complex for which a building permit is issued.

38. The Director may reject an application for a licence or its renewal where any of the documents required by this By-law in support of such application are incomplete or have not been filed.

39. Notwithstanding any other provision in this By-law, the Director may impose terms and conditions on any licence at issuance, renewal or any time during the term of the licence including special conditions, as are necessary in the opinion

of the Director to give effect to this By-law.

PART VII – ADMINISTRATION AND ENFORCEMENT

40. The Director is authorized to administer and enforce this By-law including, but not limited to, prescribing the format and content of any forms or other documents required under this By-law.

41. Registration and other fees under this By-law shall be as approved by Council from time to time and then included in the User Fees and Charges By-law No. 23-112.

42. An Officer may enter on a property at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:

    (a) this By-law;
    (b) a direction or order made under this By-law; or
    (c) an order made under section 431 of the *Municipal Act, 2001*.

43. An Officer may, for the purposes of any inspection carried out under section 42 of this By-law:

    (a) require the production for inspection of documents or things relevant to the inspection;
    (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
    (c) require information in writing or otherwise as required by the Officer from any person concerning a matter related to the inspection; or
    (d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

44. Any cost incurred by the City in exercising its authority to inspect under section

42 of this By-law including, but not limited, to the cost of any examination, test, sample or photograph necessary for the purposes of the inspection, shall be paid by the owner of the property where the inspection takes place.

45. An Officer may undertake an inspection pursuant to an order issued by a provincial judge or justice of the peace under section 438 of the *Municipal Act, 2001* where they have been prevented or are likely to be prevented from carrying out an inspection pursuant to section 42 of this By-law.

46. If an Officer is satisfied that a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened the By-law or who caused or permitted the contravention or the owner of the property on which the contravention occurred to discontinue the contravening activity.

47. An order under section 46 of this By-law shall set out:

    (a) reasonable particulars of the contravention adequate to identify the contravention and the location of the property on which the contravention occurred; and,

    (b) the date or dates by which there must be compliance with the order.

48. An order to discontinue any contravening activity made under section 46 of this By-law may be served personally or by registered mail to the last known address of:

    (a) the owner of the property where the contravention occurred; and
    (b) such other persons affected by the order as the Officer making the order determines.

49. Service by registered mail, for the purposes of section 48 of this By-law, shall be deemed to have taken place five (5) business days after the date of mailing.

50. In addition to service given in accordance with section 48 of this By-law, an order to discontinue any contravening activity made under section 46 of this By-law

may be served by an Officer by placing a placard containing the order in a conspicuous place on the property where the contravention occurred.

51. Where service cannot be given in accordance with section 48 of this By-law, service is deemed to have taken place when given in accordance with section 50 of this By-law.

52. Where a Person does not comply with a direction, an order or a requirement under this By-law to do a matter or thing, the Director, with such assistance by others as may be required, may carry out such direction, order or requirement at the Person's expense.

53. The City may recover the costs of doing a matter or thing under section 52 of this By-law by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes and such costs shall include an interest rate of 15 per cent per year commencing on the day the City incurs the costs and ending on the day the costs, including the interest, are paid in full.

54. The Director is authorized to give immediate effect to any direction, order or requirement where the costs of carrying out the direction, order or requirement do not exceed $30,000 and, where the costs do exceed $30,000, as the City's Council may authorize.

55. Every person who contravenes any provision of this By-law and every director or officer of a corporation who knowingly permits a contravention of this By-law is, upon conviction, guilty of an offence and is liable:

    (a) on a first conviction, to a fine of not more than $10,000; and
    (b) on any subsequent conviction, to a fine of not more than $25,000.

56. Despite section 55 of this By-law, where the person convicted is a corporation:

    (a) the maximum fine in subsection 55 is $50,000; and
    (b) the maximum fine in subsection 55 is $100,000.

57. Where a Person has been convicted of an offence, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty imposed by this By-law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

PASSED this XX day of January, 2024.

A. Horwath Mayor	J. Pilon Acting City Clerk

FEE SCHEDULE
Renovation Licence and Relocation Listing By-law

Licence Fee		
Licence fee per unit	$715	one time
Renewal fee per unit	$125	annual

*Fees to increase yearly under the User Fees and Charges Bylaw.

Renovation Licence and Relocation Listing By-law – Transition Plan for Implementation

	2024								2025
	May	**June**	**July**	**Aug.**	**Sep.**	**Oct.**	**Nov.**	**Dec.**	**Jan.**
Initial staff recruitment and training									
Development of Website, Resources and Brochures									
Outreach to Community, Stakeholders, Property Owners, Tenants									
AMANDA, payment portal, application documentation and checklist									
Accept Renovation Licence Applications									

CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Planning, Administration and Policy Division

TO:	Chair and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	2024 Tax Supported User Fees (FCS24003) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Cyrus Patel (905) 546-2424 Ext. 7698
SUBMITTED BY: **SIGNATURE:**	Kirk Weaver Acting Director, Financial Planning, Administration and Policy Corporate Services Department

RECOMMENDATION(S)

(a) That the 2024 User Fees contained in Appendix “A” to Report FCS24003, “2024 Tax Supported User Fees”, be approved and implemented;

(b) That the City Solicitor be authorized and directed to prepare all necessary by-laws, for Council approval, for the purposes of establishing the user fees contained in Appendix “A” to Report FCS24003; and

(c) That the General Manager, Finance and Corporate Services, be authorized and directed to engage an external consultant to conduct a City-wide review of user fees, with primary focus on Recreation and Transit and to facilitate a process for establishing a user fee framework consistent with the City’s organizational goals and priorities centred around community benefit, accessibility, equity and ability to pay.

EXECUTIVE SUMMARY

Report FCS24003, 2024 Tax Supported User Fees, provides staff with the authority to amend the User Fees and Charges for Services Bylaw and establish new rates for 2024. For the most part, the proposed user fees will be effective upon adoption of Report FCS24003, while some fees may become effective later during 2024 based on established program policies, procedures and practices. User fees form an integral part of the annual budget process as they represent a significant source of sustainable revenue for ongoing operations of specific programs and services. User fees are a revenue tool that allow municipalities to distribute the cost of providing services across the users of those services versus a flat tax on all properties.

Appendix "A" to Report FCS24003 identifies most of the City's tax supported user fees (including proposed new fees), along with brief comments, where relevant. Other user fees not included in Report FCS24003 and established through separate City by-laws, relate to:

- Building Permit Fees;
- Planning and Growth Management Fees; and
- Hamilton Farmers' Market Fees.

At the end of the budget process, the fees approved per Appendix "A" to Report FCS24003 will be established via a 2024 user fee by-law.

The budgeted user fees for 2024 are $132.1 M compared to $123.5 M in 2023, resulting in an increase of $8.6 M. This additional revenue helps to offset the cost of providing the respective services to residents and businesses and provides relief to the overall property tax levy.

Throughout the 2024 budget process, staff was directed to ensure that, wherever possible, user fees reflect the cost of providing the service. As in past years, program areas have tried to work towards full cost recovery, while taking into consideration inflation, market conditions, affordability and equity challenges through targeted subsidy programs.

There are, however, some exceptions which include:

- Provincially mandated fees – e.g., Tourism-Oriented Directional Signs, Lottery Licence Fees;
- Certain user fees recommended to remain unchanged due to a pending review or market / cost analysis indicating that the current fee is appropriate or where an increase is not warranted;
- Circumstances where it is desirable to round the total fee (including tax) to provide for added customer convenience and more efficient cash handling procedures;

- For services that are experiencing significant inflation and the program areas are concerned about affordability and market competitiveness, a phase-in approach may be adopted to spread the increase over several years.

Alternatives for Consideration – See page 7

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Approval of the user fees is an integral part of the annual budget process. Revenue estimates for the 2024 budget are based on the fees contained within Report FCS24003, which represents approximately $8.6 M in additional revenues when compared to 2023. This additional revenue provides relief to the property tax levy. Without this additional revenue, there would be an approximate 0.7% additional increase in the average residential property tax rate.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

Each year, the City sets its user fees as part of the tax supported budget process. For the most part, these user fees will be effective upon adoption of Report FCS24003 by Council. Some fees, however, (e.g., Transit, Recreation rental fees) are effective later in 2024. The annual user fee by-law is then passed by Council at the completion of the budget process.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

As per the *Municipal Act*, a by-law is required once the user fees in Report FCS24003 and other reports are approved.

RELEVANT CONSULTATION

The user fees contained in Appendix “A” to Report FCS24003 were submitted by the departments responsible for administering the fee.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

Appendix “A” to Report FCS24003 provides a listing of the majority of the City’s tax-supported user fees. Due to the timing of Report FCS24003, some user fees go forward with a separate report to their respective committees. User fees within each department are increasing at or around the estimated rate of inflation with some deviation as a result of rounding.

The user fees collected by the City are booked under the "Fees and General" Revenue Category in the City's financial system. Table 1 provides a brief overview of the user fee accounts only summarized for the 2024 Preliminary Budget and the 2023 Restated Budget, in comparison to the Gross Expenditures for respective periods, to provide a comprehensive perspective.

Table 1

User Fee Ratios - 2023 Restated and 2024 Preliminary Budget									$'000
YEAR	2023			2024			CHANGE		
Dept	2023 Exp NET of Grants	2023 User Fees	2023 User Fee Ratio	2024 Exp NET of Grants	2024 User Fees	2024 User Fee Ratio	Change in User Fees	% Change in User Fees	Change in User Fee Ratio
Column	1	2	3	4	5	6	7	8	9
Corporate Services	17,331.7	(2,902.8)	16.75%	18,606.7	(3,084.4)	16.58%	(181.7)	6.3%	-0.2%
Healthy & Safe Comm	212,078.6	(11,764.5)	5.55%	213,950.1	(12,422.0)	5.81%	(657.6)	5.6%	0.3%
Planning & Ec Dev	87,815.1	(42,385.0)	48.27%	93,066.0	(48,322.6)	51.92%	(5,937.6)	14.0%	3.7%
Public Works	378,692.5	(66,007.2)	17.43%	413,324.4	(67,845.4)	16.41%	(1,838.2)	2.8%	-1.0%
RMRCH Healthy & Safe Comm	814.6	(401.9)	49.34%	771.9	(383.4)	49.66%	18.6	-4.6%	0.3%
Total City	696,732.5	(123,461.3)	17.72%	739,719.2	(132,057.8)	17.85%	(8,596.5)	7.0%	0.1%

The User Fee Ratio indicates the proportion of City expenditures recovered through user fees. It is to be noted that even if the user fees for 2024 are higher for some City departments, the ratio for 2024 may be lower than that for 2023, indicating that the expenditures have risen faster than the user fees.

The Table shows that:

- The total annualized User Fee Revenue in the City's 2024 Preliminary Budget is expected to increase by $ 8.6 M, or 7.0% on average, compared to the 2023 revenues;
- Even though User Fee Revenue increases by 7.0% in 2024 compared to 2023, the User Fee Ratio increases by only 0.1% indicating that the expenditures in relation to the User Fees are rising in tandem;
- Challenges exist in the Public Works Department, where the User Fee Revenue has gone up by only 2.8%, below the inflation level resulting in a decline in the User Fee Ratio of 1.0% and in Healthy and Safe Communities, though the User Fees have gone up by 5.6%, slightly higher than the expected inflation level, higher expenditure levels result in an increase of only 0.3% in the User Fee Ratio. This situation reflects the difficulties faced by the City in increasing user fees when taking into consideration issues of affordability and equity issues within the broader community.

Comments by Department

Planning and Economic Development
(Pages 1 to 29 of Appendix "A" to Report FCS24003)

User Fees are based on the following underlying principles. Examples are listed below.

A. Fees Provincially Mandated:
   - Tourism Fees: Tourism Oriented Directional Signs (TODS) and signs under the LOGO sign
   - Lottery License Fees

B. Market Based:
   - Animal Services
   - Boarding fee and quarantine fee for dangerous or potentially dangerous dogs
   - Hamilton Municipal Parking System Fees
   - Mail issuance fee
   - Urban Renewal fees

C. Cost Recovery:
   - Animal Services - microchip fee for low income clinics

D. New Fees Proposed
   - Fees for short term rentals (Page 20)
   - Garbage Chute Closure Application for Permit (Page 22)

Healthy and Safe Communities
(Pages 30 to 61 of Appendix "A" to Report FCS24003)

Most of the fees for the Healthy and Safe Communities Department are based on last year's fees plus 4.4% to maintain equilibrium with the expenditure trends and many of the golf-related fees are last year's fees plus 6.5%.

Most of the fees for Recreational programs are subject to Market considerations.

New recreational fees pertain to:

- New Golf packages (Page 45);
- New programs for Pickleball, Basketball, Warm Water Exercise, Youth Leadership (Page 54-55).

Public Works
(Pages 62 to 80 of Appendix "A" to Report FCS24003)

Many of the services provided by Public Works Department are charged based on full cost recovery. These include:

- Waste removal
- Shrub removal
- Environmental Assessments Reports and Master Plans
- Field Review
- Encroachments Application Fee
- Temporary Road Closure Fee

New user fees for services relate to Removal of Encroachment from the Road Allowance (Page 72). It is to be noted that the User Fee Ratio for Public Works has declined by 1.02% from 17.43% in 2023 to 16.41% in 2024. This is mainly related to loss of revenues in Waste Management Division where the revenue from sale of recyclable materials has fallen owing to market conditions. The decline in the User Fee Ratio by 6.8% for Corporate Asset Management Division is a result of change in business practices whereby revenues previously recorded as user fees are now recorded as internal chargeback recoveries.

Corporate Services
(Pages 81 to 86 of Appendix "A" to Report FCS24003)

Many of the services provided by Corporate Services Department are charged based on full cost recovery. These include:

- Records Search
- Registration of Delinquent Accounts
- Tax Extension Agreements
- Tax Letters
- Issue Tax Certificate
- Marriage Licence Fees

City Manager's Office
(Page 87 of Appendix "A" to Report FCS24003)

The City Manager's Office user fees are limited to charges for duplication of employee files.

User Fee Review

User fees represent a significant revenue source for the City. Setting the user fees at an optimal level that balances the community's needs with the cost pressures faced by the City is a challenging task that requires a formal framework that is followed consistently by all City departments. In order to establish such a framework, it is recommended that the City retain an expert consultant to advise the City in such matters with a primary focus on Recreation and Transit as the services that generate the largest share of the City's user fee revenues.

The new framework would include the following key components:

- The calculation of unit costs – for example, the cost to provide an hour of arena ice time;
- Assignment of desired tax subsidization levels for each type of activity (learn to swim versus advanced fitness) or user type (children versus adults) including recommendations on subsidy programs based on ability to pay;
- Calculation of preliminary fees derived from unit costs and desired tax subsidization levels;
- Developing a user fee implementation strategy;
- Adjusting fees for practicality reasons (such as, non-prime rate to attract users during under-utilized times);
- Development of strategies to ensure income levels are not a barrier to accessing services; and
- Reporting of user fee revenues in relation to net City costs to enable a monitoring tool for assessing continued appropriateness of the user fee structure.

ALTERNATIVES FOR CONSIDERATION

Council can direct changes to the 2024 Tax Supported User Fees throughout budget deliberations. Setting user fees requires a balancing act between the need to ensure costs are recovered and being sensitive to community needs and challenges to have access to affordable services. The proposed user fees represent the best balance between competing priorities based on staff assessments.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report FCS24003 – 2023 Proposed User Fees and Charges

CP/dt

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Building Services - General Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Comments for Planning Applications (COA, Consent, etc.)					
1	Sewage System and Sewage Comments	$ 274.00	**$ 286.00**	N	4.4%	Target Recovery 100%
	Site Plan Security Reduction Fee					
2	Site Plan Security Reduction Fee (includes one site inspection)	$ 440.00	**$ 459.29**	Y	4.4%	Target Recovery 100%
3	Site Plan Security Reduction Fee for each additional inspection	$ 220.00	**$ 230.09**	Y	4.6%	Target Recovery 100%
	Routine Disclosure of Building Division Records					
4	Routine Disclosure Application Fee (includes the first 15 minutes of file search time and up to 10 photocopies)	$ 26.00	**$ 27.43**	Y	5.5%	Target Recovery 100%
5	For each additional 15 minutes of file search time above the first 15 minutes	$ 21.00	**$ 22.12**	Y	5.3%	Target Recovery 100%
	Grading Security					
6	Grading Security Deposit for lots in Subdivisions	$ 1,618.00	**$ 1,689.00**	N	4.4%	Target Recovery 100%
7	Grading Deposit for a Single Lot (Infill)	$ 8,092.00	**$ 8,448.00**	N	4.4%	Target Recovery 100%
8	Grading Security Deposit for a Semi-Detached Dwelling (Infill)	$ 10,789.00	**$ 11,264.00**	N	4.4%	Target Recovery 100%
9	Grading Security Deposit for Additions, large accessory building or detached Secondary Dwelling Units	$ 3,500.00	**$ 3,654.00**	N	4.4%	Target Recovery 100%
	Demolition Agreements					
10	a) Agreement	$ 563.00	**$ 587.77**	N	4.4%	Target Recovery 100%
11	b) Security deposit/letter of credit - per sq. metre of bldg to be demolished ($2,500 min & $25,000 max)	$ 135.00	**$ 140.94**	N	4.4%	Target Recovery 100%
	Demolition Control By-law					
12	Demolition Control Applications	$ 563.00	**$ 587.77**	N	4.4%	Target Recovery 100%
	Application Fee for outdoor commercial patio exemption permits					
13	Inspection Fee	$ 556.00	**$ 580.46**	Y	4.4%	Target Recovery 100%
	Illegal Grow Operations					
14	a) Inspection Fee	$ 833.00	**$ 869.65**	Y	4.4%	Target Recovery 100%
15	b) Re-occupancy Fee	$ 756.00	**$ 789.26**	Y	4.4%	Target Recovery 100%
	Fortification By-law					
16	Exemption fee for applications pertaining to Single Family Dwellings and properties operated by not-for-profit organizations	$ 150.00	**$ 156.60**	Y	4.4%	Target Recovery 100%
17	Exemption fee for all other applications	$ 300.00	**$ 313.20**	Y	4.4%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Building Services - General Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Swimming Pool Enclosure By-law					
18	Swimming Pool Enclosure Fee	$ 270.00	**$ 281.88**	N	4.4%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Economic Development - Commercial Districts & Small Business

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Loan/Incentive Programs					
1	Commercial District Revitalization Grant Program Admin Fee for Grants less than or equal to $5,000	$ 97.35	**$ 101.77**	Y	4.5%	
2	Commercial District Revitalization Grant Program Admin Fee for Grants greater than $5,000 and less than or equal to $12,500	$ 256.64	**$ 269.91**	Y	5.2%	
3	Commercial District Revitalization Grant Program Admin Fee for Grants greater than $12,500	$ 402.65	**$ 420.35**	Y	4.4%	
	Revitalizing Hamilton Tax Increment Grant Program (RHTIG)					
4	Basic Fee - Developer only (only for Grants less than or equal to $12,500)	$ 256.64	**$ 269.91**	Y	5.2%	
5	Basic Fee - Developer only (only for Grants greater than $12,500)	$ 889.38	**$ 929.20**	Y	4.5%	
6	Additional Fee - Developer Transfer to New Condo Owner	$ 473.45	**$ 495.58**	Y	4.7%	
	Downtown and Barton/Kenilworth Housing Opportunities Program					
7	a) Initial Application	$ 331.86	**$ 345.13**	Y	4.0%	
	b) Per Unit Fee is based on a Graduated Scale basis as follows:					
8	50 units or less - per unit fee	$ 553.10	**$ 577.88**	Y	4.5%	
9	51-100 units - per unit fee	$ 446.90	**$ 464.60**	Y	4.0%	
10	101 units or greater - per unit fee	$ 415.93	**$ 433.63**	Y	4.3%	
11	Commercial District Housing Opportunities Program - per unit fee	$ 415.93	**$ 433.63**	Y	4.3%	
12	Commercial District Housing Opportunities Program Application Fee (At final application stage)	$ 331.86	**$ 345.13**	Y	4.0%	
13	Hamilton Heritage Property Grant Program less than or equal to $12,500	$ 256.64	**$ 269.91**	Y	5.2%	
14	Hamilton Heritage Property Grant Program greater than $12,500	$ 398.23	**$ 415.93**	Y	4.4%	
15	Erase Commercial District Remediation Loan Program (formerly called the Hamilton Downtown/West Harbourfront Remediation Loan Program)	$ 331.86	**$ 346.02**	Y	4.3%	
16	Start-up and Office Tenant Attraction Program	$ 539.82	**$ 561.95**	Y	4.1%	
	Hamilton Community Heritage Fund Loan Program - administration fees					
17	a) Designated Commercial, Industrial or like properties (fee is based on percentage of loan amount)	2.10% of loan amount	**2.10% of loan amount**			
18	b) Other properties	$ 318.58	**$ 331.86**	Y	4.2%	
19	ERASE Study Grant	$ 247.79	**$ 256.64**	Y	3.6%	
20	ERASE Redevelopment Grant	$ 889.38	**$ 929.20**	Y	4.5%	
21	ERASE Tax Assistance Program	$ 889.38	**$ 929.20**	Y	4.5%	
22	LEED Grant Program	$ 889.38	**$ 929.20**	Y	4.5%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Economic Development - Commercial Districts & Small Business

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
23	LEED Grant Program Administration Fees (Fee Per Unit)	$ 473.45	**$ 495.58**	Y	4.7%	
24	Hamilton Heritage Conservation Grant Program Application Fee	$ 97.35	**$ 101.77**	Y	4.5%	
25	Barton / Kenilworth Revitalization Grant Program Admin Fee for Grants less than or equal to $12,500	$ 256.64	**$ 269.91**	Y	5.2%	
26	Barton / Kenilworth Revitalization Grant Program Admin Fee for Grants greater than $12,500	$ 402.65	**$ 420.35**	Y	4.4%	
27	Barton/Kenilworth Tax Increment Grant Program Admin Fee for Grants less than or equal to $12,500	$ 256.64	**$ 269.91**	Y	5.2%	
28	Barton/Kenilworth Tax Increment Grant Program Admin Fee for Grants greater than $12,500	$ 889.38	**$ 929.20**	Y	4.5%	
29	Barton/Kenilworth Tax Increment Grant Program - Additional Fee -	$ 473.45	**$ 495.58**	Y	4.7%	
	Developer Transfer to New Condo Owner	$ 97.35	**$ 101.77**	Y	4.5%	
30	Barton/Kenilworth Planning and Building Fees Rebate Program					
	Commercial Vacancy Assistance Program Fees					
31	Admin Fee for Grants less than or equal to $5,000	$ 97.35	**$ 101.77**	Y	4.5%	
32	Admin Fee for Grants greater than $5,000	$ 256.64	**$ 269.91**	Y	5.2%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: General: Planning Act Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	**Cost Recovery on City-supported applications appealed to the Ontario Municipal Board** Where an application approved by Council of the City of Hamilton is appealed to the Ontario Municipal Board, the applicant/respondent shall pay any and all costs incurred by the City to support the applicant/respondent at a hearing, including but not limited to the legal costs for in-house or retained counsel, the costs for City staff (not including Planning & Economic Development staff) and the costs of consultants and witnesses. Accordingly, applicants shall submit a completed Cost Acknowledgment Agreement, in a form as prescribed by the General Manager of Planning & Economic Development, together with their application.	Full cost Recovery	**Full cost Recovery**			Target Recovery 100%
	Zoning Verification					
2	Zoning Verification & Work Order Reports (Single & Two Family Dwellings, Townhouses) - Regular	$ 131.00	**$ 137.00**	N	4.6%	Target Recovery 100%
3	Zoning Verification & Work Order Reports (Single & Two Family Dwellings, Townhouses) - Express	$ 200.00	**$ 209.00**	N	4.5%	Target Recovery 100%
4	Zoning Verification & Work Order Reports (Non-Residential / Multi-Residential) - Regular	$ 269.00	**$ 281.00**	N	4.5%	Target Recovery 100%
5	Zoning Verification & Work Order Reports (Non-Residential / Multi-Residential) - Express	$ 407.00	**$ 425.00**	N	4.4%	Target Recovery 100%
6	Zoning Compliance Letter - liquor license	$ 203.00	**$ 212.00**	N	4.4%	Target Recovery 100%
7	Zoning Verification Certificate - Rental Housing Pilot	$ 278.00	**$ 290.00**	N	4.3%	Target Recovery 100%
8	Zoning Verification Certificate – Express Service - Rental Housing Pilot	$ 398.00	**$ 416.00**	N	4.5%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: General Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Map / Publication Sales Fees	Full Cost Recovery	**Full Cost Recovery**	Y		Target Recovery 100%
2	Data Base Information	Full Cost Recovery	**Full Cost Recovery**			Target Recovery 100%
	Photocopy & Computer Printout Service					
3	- Rate per page	$ 0.44	**$ 0.46**	Y	4.0%	Target Recovery 100%
	Information Requests					
4	- Floppy disks & CD's - per disk or CD	$ 14.16	**$ 14.78**	Y	4.4%	Target Recovery 100%
5	- For manually researching a record - for each 15 minutes	$ 20.00	**$ 20.88**	N	4.4%	Target Recovery 100%
6	- Developing Computer Programs or other methods of producing a record from machine readable record - for each 15 minutes	$ 20.00	**$ 20.88**	N	4.4%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Administrative Penalty System (APS)

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Late Payment (after 15 days)	$ 56.64	**$ 56.64**	Y	0.0%	Target Recovery 100%
2	Fail to Attend Hearing	$ 110.62	**$ 110.62**	Y	0.0%	Target Recovery 100%
3	Final notice of non-payment	$ 56.64	**$ 56.64**	Y	0.0%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Transportation Planning & Parking - Transportation Planning

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	E-Scooters					
1	Administrative and Enforcement Fee	$ 254.87	**$ 266.37**	Y	4.5%	Target Recovery 100%
2	Commercial E-Scooter Storage Fee (per day)	$ 65.49	**$ 68.14**	Y	4.1%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Parking & School Crossing - Hamilton Municipal Parking System

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	On-Street Parking Permit - No Access to Onsite Parking	$ 115.00	**$ 120.35**	Y	4.7%	Target Recovery 100%
2	On-Street Parking Permit - Access to Onsite Parking	$ 175.00	**$ 182.30**	Y	4.2%	Target Recovery 100%
3	On-Street Parking Permit - Secondary Permit	$ 200.00	**$ 208.85**	Y	4.4%	Target Recovery 100%
4	Status of Agreement Inquiries (Front Yard Parking)	$ 63.72	**$ 66.37**	Y	4.2%	Target Recovery 100%
5	Free Floating Car Share Permits	$ 286.73	**$ 299.12**	Y	4.3%	Target Recovery 100%
6	On-Street Patio - Metered Parking Space (per space)	$ 875.00	**$ 913.27**	Y	4.4%	Target Recovery 100%
7	On-Street Patio - Traffic Safety Device Hardware and Installation	$ 800.00	**$ -**	Y	Discontinued - Applicant responsible	
8	Inspection Fee for the Review of Business Licences	$ 36.28	**$ 38.05**	Y	4.9%	Target Recovery 100%
9	Temporary Outdoor Patio Fee	$ 676.11	**$ 676.11**	Y	0.0%	
	Residential Boulevard Parking (Front Yard Parking)					
10	Teranet Registration	$ 98.00	**$ 102.00**	N	4.1%	Target Recovery 100%
11	Application Fee	$ 400.00	**$ 417.70**	Y	4.4%	Target Recovery 100%
12	Annual Admin Fee	$ 11.95	**$ 12.39**	Y	3.7%	Target Recovery 100%
13	Encroachment Insurance	$ 11.95	**$ 12.39**	Y	3.7%	Target Recovery 100%
	Commercial Boulevard Parking and Driveway Access Permits					
14	Registration	$ 53.00	**$ 55.00**	N	3.8%	Target Recovery 100%
15	Application/Access Permit Fee	$ 400.00	**$ 417.70**	Y	4.4%	Target Recovery 100%
16	Encroachment Insurance	$ 11.95	**$ 12.39**	Y	3.7%	Target Recovery 100%
17	Fee/space (first two spaces)	$ 111.06	**$ 115.93**	Y	4.4%	Target Recovery 100%
18	Fee/space (remaining spaces)	$ 56.02	**$ 58.41**	Y	4.3%	Target Recovery 100%
	Occupation of Public/Metered Parking Spaces (pre payment required)					
19	Single Space Per Day	$ 24.78	**$ 25.66**	Y	3.6%	Target Recovery 100%
20	Each Additional Day Up To 6 Consecutive Days Per Space	$ 12.83	**$ 13.27**	Y	3.4%	Target Recovery 100%
21	Weekly Consecutive Rate Per Space	$ 86.28	**$ 90.27**	Y	4.6%	Target Recovery 100%
22	Monthly Consecutive Rate Per Space	$ 243.36	**$ 253.98**	Y	4.4%	Target Recovery 100%
23	Administration Fee on Temporary Parking Permits	15% of the permit fee	**15% of the permit fee**			
24	Weekly Residential Time Limit Exemption Temporary Parking Permit	$ 25.00	**$ 25.66**	Y	2.7%	Target Recovery 100%
	Administrative Penalty System (APS)					
25	MTO Search	$ 22.12	**$ 26.54**	Y	20.0%	Target Recovery 100%
26	Late Payment	$ 35.40	**$ 39.83**	Y	12.5%	Target Recovery 100%
27	Fail to Attend Hearing	$ 110.62	**$ 115.93**	Y	4.8%	Target Recovery 100%
28	Plate Denial	$ 8.85	**$ 13.27**	Y	49.9%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Parking & School Crossing - Hamilton Municipal Parking System

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
29	Mail Issuance (New)	$ 22.12	**$ 23.01**	Y	4.0%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	MUSEUM GENERAL ADMISSION FEES:					
	Children's Museum - Adult: 18 to 59, Senior: 60+, Student/Youth: 13 to 17 or with valid student ID, Child: 1 to 12, Infant: under 1, Family: Two Adults and dependant children **All Other Sites** - Adult: 18 to 59, Senior: 60+, Student/Youth: 13 to 17 or with valid student ID, Child: 6 to 12, Infant: 5 & under, Family: Two Adults and dependant children					
1	Dundurn Castle - Adult	$ 13.05	**$ 13.72**	Y	5.1%	
2	Dundurn Castle - Senior	$ 11.28	**$ 11.73**	Y	4.0%	
3	Dundurn Castle - Student/Youth	$ 11.28	**$ 11.73**	Y	4.0%	
4	Dundurn Castle - Child	$ 7.96	**$ 8.41**	Y	5.6%	
5	Dundurn Castle - Infant	Free	**Free**			n/a
6	Dundurn Castle - Family	$ 36.06	**$ 38.05**	Y	5.5%	
7	Hamilton Military Museum - Adult	$ 4.87	**$ 5.31**	Y	9.0%	
8	Hamilton Military Museum - Senior	$ 4.20	**$ 4.65**	Y	10.6%	
9	Hamilton Military Museum - Student/Youth	$ 4.20	**$ 4.65**	Y	10.6%	
10	Hamilton Military Museum - Child	$ 3.10	**$ 3.32**	Y	7.1%	
11	Hamilton Military Museum - Infant	Free	**Free**			n/a
12	Hamilton Military Museum - Family	$ 13.27	**$ 13.27**	Y	0.0%	n/a
13	Whitehern Historic House & Garden - Adult	$ 7.96	**$ 7.96**	Y	0.0%	n/a
14	Whitehern Historic House & Garden - Senior	$ 6.86	**$ 6.86**	Y	0.0%	n/a
15	Whitehern Historic House & Garden - Student/Youth	$ 6.86	**$ 6.86**	Y	0.0%	n/a
16	Whitehern Historic House & Garden - Child	$ 4.87	**$ 4.87**	Y	0.0%	n/a
17	Whitehern Historic House & Garden - Infant	Free	**Free**			n/a
18	Whitehern Historic House & Garden - Family	$ 21.90	**$ 24.34**	Y	11.1%	
19	Battlefield House Museum & Park - Adult	$ 7.96	**$ 8.85**	Y	11.1%	
20	Battlefield House Museum & Park - Senior	$ 6.86	**$ 7.52**	Y	9.7%	
21	Battlefield House Museum & Park - Student/Youth	$ 6.86	**$ 7.52**	Y	9.7%	
22	Battlefield House Museum & Park - Child	$ 4.87	**$ 5.31**	Y	9.0%	
23	Battlefield House Museum & Park - Infant	Free				
24	Battlefield House Museum & Park - Family	$ 21.90	**$ 24.34**	Y	11.1%	
25	Hamilton Museum of Steam & Technology - Adult	$ 7.96	**$ 8.85**	Y	11.1%	
26	Hamilton Museum of Steam & Technology - Senior	$ 6.86	**$ 7.52**	Y	9.7%	
27	Hamilton Museum of Steam & Technology - Student/Youth	$ 6.86	**$ 7.52**	Y	9.7%	
28	Hamilton Museum of Steam & Technology - Child	$ 4.87	**$ 5.31**	Y	9.0%	
29	Hamilton Museum of Steam & Technology - Infant	Free				n/a
30	Hamilton Museum of Steam & Technology - Family	$ 21.90	**$ 24.34**	Y	11.1%	
31	Hamilton Children's Museum - Adult	N/A	**N/A**			Childrens' Museum closed for renovations

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
32	Hamilton Children's Museum - Senior	N/A	**N/A**			Childrens' Museum closed for renovations
33	Hamilton Children's Museum - Student/Youth	N/A	**N/A**			Childrens' Museum closed for renovations
34	Hamilton Children's Museum - Child	N/A	**N/A**			Childrens' Museum closed for renovations
35	Hamilton Children's Museum - Infant	Free	**Free**			Childrens' Museum closed for renovations
36	Hamilton Children's Museum - Family	N/A	**N/A**			Childrens' Museum closed for renovations
37	Fieldcote Memorial Park & Museum - Adult	$ 4.65	**$ 4.87**	Y	4.7%	
38	Fieldcote Memorial Park & Museum - Senior	$ 3.98	**$ 4.20**	Y	5.6%	
39	Fieldcote Memorial Park & Museum - Student/Youth	$ 3.98	**$ 4.20**	Y	5.6%	
40	Fieldcote Memorial Park & Museum - Child	$ 2.88	**$ 3.10**	Y	7.5%	
41	Fieldcote Memorial Park & Museum - Infant	Free	**Free**			n/a
42	Fieldcote Memorial Park & Museum - Family	$ 12.83	**$ 13.72**	Y	6.9%	
43	Griffin House - Adult	Free	**Free**			n/a
44	Griffin House - Senior	Free	**Free**			n/a
45	Griffin House - Student/Youth	Free	**Free**			n/a
46	Griffin House - Child	Free	**Free**			n/a
47	Griffin House - Infant	Free	**Free**			n/a
	MUSEUM SPECIAL EVENTS Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.					
48	Dundurn Castle Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.	Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.	**Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special**			
	Hamilton Military Museum					
	Whitehern Historic House & Garden					
	Battlefield House Museum & Park					
	Hamilton Museum of Steam & Technology					
	Hamilton Children's Museum					
	Fieldcote Memorial Park & Museum					
	MUSEUM GROUP RATES General tour rates for Tour Operators, Group Leaders, Community Groups. Expenses incurred for specific programming may increase rate accordingly.					
49	Dundurn Castle - Adult	$ 10.62	**$ 10.84**	Y	2.1%	
50	Dundurn Castle - Senior	$ 9.07	**$ 9.29**	Y	2.4%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
51	Dundurn Castle - Youth	$ 9.07	**$ 9.29**	Y	2.4%	
52	Dundurn Castle - Child	$ 6.42	**$ 6.64**	Y	3.4%	
53	Hamilton Military Museum - Adult	$ 3.98	**$ 4.20**	Y	5.6%	
54	Hamilton Military Museum - Senior	$ 3.54	**$ 3.76**	Y	6.2%	
55	Hamilton Military Museum - Youth	$ 3.54	**$ 3.76**	Y	6.2%	
56	Hamilton Military Museum - Child	$ 2.65	**$ 2.65**	Y	0.0%	
57	Dundurn National Historic Site: Guided tour of Grounds/Garden - Adult/Senior/Student	$ 4.65	**$ 4.87**	Y	4.7%	
58	Dundurn National Historic Site: Guided tour of Grounds/Garden - Child	$ 3.76	**$ 3.98**	Y	5.9%	
59	Whitehern Historic House & Garden - Adult	$ 6.64	**$ 7.08**	Y	6.6%	
60	Whitehern Historic House & Garden - Senior	$ 5.53	**$ 5.97**	Y	8.0%	
61	Whitehern Historic House & Garden - Youth	$ 5.53	**$ 5.97**	Y	8.0%	
62	Whitehern Historic House & Garden - Child	$ 3.98	**$ 4.20**	Y	5.5%	
63	Battlefield House Museum & Park - Adult	$ 6.64	**$ 7.08**	Y	6.6%	
64	Battlefield House Museum & Park - Senior	$ 5.53	**$ 5.97**	Y	8.0%	
65	Battlefield House Museum & Park - Youth	$ 5.53	**$ 5.97**	Y	8.0%	
66	Battlefield House Museum & Park - Child	$ 3.98	**$ 4.20**	Y	5.6%	
67	Hamilton Museum of Steam & Technology - Adult	$ 6.64	**$ 7.08**	Y	6.6%	
68	Hamilton Museum of Steam & Technology - Senior	$ 5.53	**$ 5.97**	Y	8.0%	
69	Hamilton Museum of Steam & Technology - Youth	$ 5.53	**$ 5.97**	Y	8.0%	
70	Hamilton Museum of Steam & Technology - Child	$ 3.98	**$ 4.20**	Y	5.6%	
71	Hamilton Children's Museum - Child	N/A	**N/A**			Childrens' Museum closed for renovations
72	Fieldcote Memorial Park & Museum - Adult	$ 3.76	**$ 3.98**	Y	5.9%	
73	Fieldcote Memorial Park & Museum - Senior	$ 3.32	**$ 3.32**	Y	0.0%	n/a
74	Fieldcote Memorial Park & Museum - Youth	$ 3.32	**$ 3.32**	Y	0.0%	n/a
75	Fieldcote Memorial Park & Museum - Child	$ 2.43	**$ 2.43**	Y	0.1%	n/a
	MUSEUM STUDENT AND YOUTH GROUP RATES **Educational Program Rates** - minimum rate of $3.50 per student applies to programs1 hour in length. Programs over 1 hour in length may include discount to hourly rate. Expenses incurred for specific programming may increase rate accordingly. **Outreach Rates** - Minimum flat rate.					
76	Dundurn Castle - Elementary School per hour/student	$ 4.25	**$ 4.25**	N	0.0%	
77	Dundurn Castle - High School per hour/student	$ 3.76	**$ 3.76**	Y	0.0%	
78	Hamilton Military Museum - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
79	Hamilton Military Museum - High School per hr/student	$ 3.76	**$ 3.76**	Y	0.0%	
80	Evening Tour After 5:00 pm (Dundurn and Military)	$ 327.43	**$ 340.71**	Y	4.1%	
81	Evening Tour After 5:00 pm Additional Staff (Dundurn and Military)	$ 163.72	**$ 172.57**	Y	5.4%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
82	Whitehern Historic House & Garden - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
83	Whitehern Historic House & Garden - High School per hr/student	$ 3.76	**$ 3.76**	Y	0.0%	
84	Battlefield House Museum & Park - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
85	Battlefield House Museum & Park - High School per hr/student	$ 3.76	**$ 3.76**	Y	0.0%	
86	Hamilton Museum of Steam & Technology - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
87	Hamilton Museum of Steam & Technology - High School per hr/student	$ 3.76	**$ 3.76**	Y	0.0%	
88	Hamilton Children's Museum - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
89	Fieldcote Memorial Park & Museum - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
90	Fieldcote Memorial Park & Museum - High School per hr/student	$ 3.76	**$ 3.76**	Y	0.0%	
91	Griffin House - Elementary School per hr/student	$ 4.25	**$ 4.25**	N	0.0%	
92	Griffin House - High School per hr/student	$ 3.76	**$ 3.76**	Y	0.0%	
93	Hamilton Civic Museum Outreach Lecture	$ 163.72	**$ 176.99**	Y	8.1%	
94	Hamilton Civic Museum Outreach Program- Elementary Flat rate	$ 185.00	**$ 185.00**	N	0.0%	
	MUSEUM MEMBERSHIPS (annual)					
95	Hamilton Museum of Steam & Technology - Organizational per person	$ 15.04	**$ 15.71**	Y	4.4%	
	MUSEUM CHILD BIRTHDAY PARTIES Package rate will fluctuate according to client needs (i.e. program, craft, food, etc.) Minimum hourly rates are recorded. Hourly rates will fluctuate based on cost recovery and net profit margin.					
96	Dundurn Castle - Package per person	$ 18.58	**$ 18.58**	Y	0.0%	
97	Whitehern Historic House & Garden - Package per person	$ 18.58	**$ 18.58**	Y	0.0%	
98	Battlefield House Museum & Park - Package per person	$ 18.58	**$ 18.58**	Y	0.0%	
99	Hamilton Museum of Steam & Technology - Package per person	$ 18.58	**$ 18.58**	Y	0.0%	
100	Fieldcote Memorial Park & Museum - Package per person	$ 18.58	**$ 18.58**	Y	0.0%	
	MUSEUM RENTAL RATES (Social and Corporate) Discounts are made available to not-for-profit and community-based organizations. Minimum hourly rates are recorded. Hourly rates will fluctuate based on cost recovery and net profit margin.					
101	Ancaster Old Town Hall	$ 51.33	**$ 53.98**	Y	5.2%	
102	The Coach House at Dundurn - hourly rate	$ 51.33	**$ 53.98**	Y	5.2%	
103	Dundurn Pavilion (Outdoor)	$ 150.44	**$ 159.29**	Y	5.9%	
104	The Stable at Whitehern - hourly rate	$ 51.33	**$ 53.98**	Y	5.2%	
105	The Woodshed at HMST - hourly rate	$ 51.33	**$ 53.98**	Y	5.2%	
106	The Woodshed Pavilion with access to Kitchenette - 2021	$ 150.44	**$ 159.29**	Y	5.9%	
107	"The Party Room" at Children's Museum - hourly rate	N/A	N/A			Childrens' Museum closed for renovations
108	Private Rental Hamilton Children's Museum - hourly rate	N/A	N/A			Childrens' Museum closed for renovations

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Tourism & Culture - Culture

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
109	Fieldcote Memorial Park & Museum Meeting Room - hourly rate	$ 51.33	**$ 53.98**	Y	5.2%	
110	Battlefield Pavilion	$ 150.44	**$ 159.29**	Y	5.9%	
111	Grandview at Battlefield Park - hourly rate	$ 51.33	**$ 53.98**	Y	5.2%	
	MUSEUM RENTAL RATES - USE OF GROUNDS Discounts are made available to not-for-profit and community-based organizations.					
112	Dundurn Castle - Outdoor or Cockpit	$ 588.50	**$ 597.35**	Y	1.5%	
113	Whitehern Historic House & Garden - Outdoor	$ 384.96	**$ 398.23**	Y	3.4%	
114	Battlefield House Museum & Park - Outdoor	$ 384.96	**$ 398.23**	Y	3.4%	
115	Hamilton Museum of Steam & Technology - Outdoor	$ 384.96	**$ 398.23**	Y	3.4%	
116	Fieldcote Memorial Park & Museum - Outdoor	$ 588.50	**$ 597.35**	Y	1.5%	
117	Fieldocte Memorial Park and Museum - 1/2 day rate	$ 384.96	**$ 398.23**	Y	3.4%	
118	Evening Grounds Use After 5:00pm (All sites)	$ 654.87	**$ 663.72**	Y	1.4%	
119	Dundurn parking lot- minimum rate	$ 261.06	**$ 287.61**	Y	10.2%	
	SOCIAL PHOTOGRAPHY - USE OF GROUNDS					
120	Ancaster Old Town Hall	$ 181.42	**$ 185.84**	Y	2.4%	
121	Dundurn National Historic Site	$ 181.42	**$ 185.84**	Y	2.4%	
122	Whitehern Historic House & Garden	$ 181.42	**$ 185.84**	Y	2.4%	
123	Battlefield House Museum & Park	$ 181.42	**$ 185.84**	Y	2.4%	
124	Hamilton Museum of Steam & Technology	$ 181.42	**$ 185.84**	Y	2.4%	
125	Fieldcote Memorial Park & Museum	$ 181.42	**$ 185.84**	Y	2.4%	
	COMMERCIAL FILM RATES					
126	Site Monitor - hourly rate	$ 45.00	**$ 46.90**	Y	4.2%	Target Recovery 100%
127	Additional monitoring - staff hourly rate [change to] Site Supervisor per hour	$ 65.00	**$ 67.92**	Y	4.5%	Target Recovery 100%
	Hamilton Film Office Administration Fees					
	All Student Productions will be exempt from any permit fees					
128	For Profit Productions - Administration Fee	$ 60.18	**$ 63.72**	Y	5.9%	Target Recovery 100%
129	Non-Profit Productions - Administration Fee	$ 30.09	**$ 31.86**	Y	5.9%	Target Recovery 100%
130	Surcharge on City services and/or location	Fees as negotiated	**Fees as negotiated**			

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Tourism & Culture - Tourism

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Tourism-Oriented Directional Signs (TODS) - 2' x 8'	$ 171.68	**$ 179.65**	Y	4.6%	Target Recovery 100%
2	Tourism-Oriented Directional Signs (TODS) - 1.5' x 6'	$ 135.40	**$ 141.59**	Y	4.6%	Target Recovery 100%
3	Tourism-Oriented Directional Signs (TODS) - 1' x 4'	$ 67.26	**$ 69.91**	Y	3.9%	Target Recovery 100%
4	Tourism-Oriented Directional Signs (TODS) - 1' x 5'	$ 77.88	**$ 81.42**	Y	4.5%	Target Recovery 100%
	LOGO Program - LINC & Redhill Parkway Road Signage Fees:					
5	- Mainlines/Ramps	$ 2,550.44	**$ 2,662.83**	Y	4.4%	Target Recovery 100%
6	- Trailblazing	$ 204.42	**$ 213.27**	Y	4.3%	Target Recovery 100%
	Visitors Centre Room Rental Rates (Social and Corporate)					
	Discounts are made available to not-for-profit and community-based organizations. Minimum hourly rates are recorded. Hourly rates will fluctuate based on cost recovery and net profit margin.					
7	Tourism Visitor Centre - daytime hourly rate	$ 40.71	**$ 42.48**	Y	4.3%	Target Recovery 100%
8	Premium for rentals involving alcohol consumption	$ 553.10	**$ 577.88**	Y	4.5%	Target Recovery 100%
9	Various rates for Special Events, Workshops, Seminars, Hands-on programs, Special Exhibits, etc.	Various	**Various**			

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Licensing

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Adult Services					
1	Adult Entertainment Parlour	$ 6,698.00	**$ 6,993.00**	N	4.4%	Target Recovery 100%
2	Adult Entertainment Parlor Attendant	$ 557.00	**$ 582.00**	N	4.5%	Target Recovery 100%
3	Adult Entertainment Parlour Operator/Manager	$ 1,964.00	**$ 2,050.00**	N	4.4%	Target Recovery 100%
4	Adult Film Theatre	$ 4,140.00	**$ 4,322.00**	N	4.4%	Target Recovery 100%
5	Adult Video Store Class A	$ 4,140.00	**$ 4,322.00**	N	4.4%	Target Recovery 100%
6	Adult Video Store Class B	$ 429.00	**$ 448.00**	N	4.4%	Target Recovery 100%
7	Body Rub Parlour Owner	$ 10,538.00	**$ 11,002.00**	N	4.4%	Target Recovery 100%
8	Body Rub Parlour Attendant	$ 556.00	**$ 580.00**	N	4.3%	Target Recovery 100%
9	Body Rub Parlour Operator/Manager	$ 1,580.00	**$ 1,650.00**	N	4.4%	Target Recovery 100%
10	Tobacco & Electronic Cigarettes	$ 483.00	**$ 504.00**	N	4.3%	Target Recovery 100%
	Accommodations					
11	Bed and Breakfast	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
12	Motels and Hotels	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
13	Lodging House	$ 544.00	**$ 568.00**	N	4.4%	Target Recovery 100%
14	Residential Care Facility (4-10 Residents)	$ 748.00	**$ 781.00**	N	4.4%	Target Recovery 100%
15	Residential Care Facility (11 or more Residents)	$ 1,068.00	**$ 1,115.00**	N	4.4%	Target Recovery 100%
16	Rental Housing	$ 156.38	**$ 163.00**	N	4.2%	Target Recovery 100%
	Mobile					
17	Mobile Sign leasing or renting	$ 341.00	**$ 356.00**	N	4.4%	Target Recovery 100%
18	Hawker/Peddler (motorized vehicle)	$ 394.00	**$ 411.00**	N	4.3%	Target Recovery 100%
19	Seasonal Food Vendor	$ 421.00	**$ 440.00**	N	4.5%	Target Recovery 100%
20	Limousines (owner)	$ 714.00	**$ 745.00**	N	4.3%	Target Recovery 100%
21	Limousines (driver)	$ 83.00	**$ 87.00**	N	4.8%	Target Recovery 100%
22	Taxi cab owner (private) (Renewal)	$ 712.00	**$ 743.00**	N	4.4%	Target Recovery 100%
23	Taxi cab owner (private) (New)	$ 5,168.00	**$ 5,395.00**	N	4.4%	Target Recovery 100%
24	Taxi cab owner (transfer)	$ 908.00	**$ 948.00**	N	4.4%	Target Recovery 100%
25	Taxi cab Broker	$ 1,224.00	**$ 1,278.00**	N	4.4%	Target Recovery 100%
26	Taxi cab Driver	$ 115.00	**$ 120.00**	N	4.3%	Target Recovery 100%
27	Transient Trader (3 month period)	$ 771.00	**$ 805.00**	N	4.4%	Target Recovery 100%
28	Auctioneer	$ 317.00	**$ 331.00**	N	4.4%	Target Recovery 100%

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Licensing

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Food Service Vehicles:					
29	Class A	$ 421.00	**$ 440.00**	N	4.5%	Target Recovery 100%
30	Class B	$ 421.00	**$ 440.00**	N	4.5%	Target Recovery 100%
31	Class C	$ 387.00	**$ 404.00**	N	4.4%	Target Recovery 100%
32	Food Service Vehicles (Four day)	$ 110.00	**$ 115.00**	N	4.5%	Target Recovery 100%
33	Food Service Vehicles (Park Permit)	$ 231.00	**$ 241.00**	N	4.3%	Target Recovery 100%
	Services					
	Eating Establishments:					
34	Bars and Nightclubs	$ 349.00	**$ 364.00**	N	4.3%	Target Recovery 100%
35	Food Premises	$ 200.00	**$ 209.00**	N	4.5%	Target Recovery 100%
36	Restaurant with Liquor Service	$ 257.00	**$ 268.00**	N	4.3%	Target Recovery 100%
	Public Garage:					
37	Buying, Selling, Storing	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
38	Combined Engine & Body Work	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
39	Engine Work	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
40	Body Work	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
41	Service Station	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
42	Parking Lot	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
43	Car Wash Only	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
44	Public Halls	$ 401.00	**$ 419.00**	N	4.5%	Target Recovery 100%
45	Pay Day Loan Businesses	$ 884.00	**$ 923.00**	N	4.4%	Target Recovery 100%
46	Kennels, Pet Shops	$ 284.00	**$ 296.00**	N	4.2%	Target Recovery 100%
47	Personal Aesthetic Services Facility	$ 206.00	**$ 215.00**	N	4.4%	Target Recovery 100%
48	Personal Wellness Services Establishment	$ 260.00	**$ 271.00**	N	4.2%	Target Recovery 100%
	Places of Amusement					
49	Amusement Arcade	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
50	Amusement Rides	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
51	Amusement Water	$ 478.00	**$ 499.00**	N	4.4%	Target Recovery 100%
52	Billiard / Bagatelle Tables	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
53	Bingo Parlour	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
54	Bowling Alley	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
55	Carnival	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Licensing

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
56	Circus	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
57	Motor Vehicle Race Track	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
58	Other	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
59	Proprietary Club	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
60	Roller Skating Rink	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
61	Skateboarding, BMX bikes	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
	Used Goods Services					
62	Antique Market/Flea Market	$ 286.00	**$ 299.00**	N	4.5%	Target Recovery 100%
63	Pawn Broker	$ 478.00	**$ 499.00**	N	4.4%	Target Recovery 100%
64	Precious Metals & Jewellery Dealers	$ 546.00	**$ 570.00**	N	4.4%	Target Recovery 100%
65	Salvage Yard	$ 478.00	**$ 499.00**	N	4.4%	Target Recovery 100%
66	Second-hand Shop	$ 546.00	**$ 570.00**	N	4.4%	Target Recovery 100%
	Trade Licence Contractor					
67	Building Repair	$ 305.00	**$ 318.00**	N	4.3%	Target Recovery 100%
68	Plumbing	$ 305.00	**$ 318.00**	N	4.3%	Target Recovery 100%
69	Heating, Ventilation & Air Conditioning	$ 305.00	**$ 318.00**	N	4.3%	Target Recovery 100%
70	Drain Repair	$ 305.00	**$ 318.00**	N	4.3%	Target Recovery 100%
71	Sprinkler and Fire Protection Installer	$ 305.00	**$ 318.00**	N	4.3%	Target Recovery 100%
72	Tree Cutting Services	$ 291.00	**$ 304.00**	N	4.5%	Target Recovery 100%
	Trade Licence Masters					
73	Building Repair	$ 180.00	**$ 188.00**	N	4.4%	Target Recovery 100%
74	Plumbing	$ 180.00	**$ 188.00**	N	4.4%	Target Recovery 100%
75	Heating, Ventilation & Air Conditioning	$ 180.00	**$ 188.00**	N	4.4%	Target Recovery 100%
76	Drain Repair	$ 180.00	**$ 188.00**	N	4.4%	Target Recovery 100%
77	Sprinkler and Fire Protection Installer	$ 180.00	**$ 188.00**	N	4.4%	Target Recovery 100%
	Other Fees					
78	Daily fee for spare taxicabs	$ 29.20	**$ 30.09**	Y	3.0%	Target Recovery 100%
79	Taxi cab (limited interest agreement)	$ 89.00	**$ 93.00**	N	4.5%	Target Recovery 100%
80	Taxi cab Priority list	$ 109.73	**$ 114.16**	Y	4.0%	Target Recovery 100%
81	Taxi cab accessible priority list	$ 56.64	**$ 59.29**	Y	4.7%	Target Recovery 100%
82	Annual spare taxicab inspection fee	$ 191.15	**$ 200.00**	Y	4.6%	Target Recovery 100%
83	Exam/Processing Fee	$ 60.18	**$ 62.83**	Y	4.4%	Target Recovery 100%

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Licensing

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
84	Administration fee - applications / amendments	$ 72.57	**$ 76.11**	Y	4.9%	Target Recovery 100%
85	Licence re-instatement fee (late fee)	$ 311.50	**$ 324.78**	Y	4.3%	Target Recovery 100%
86	Photo ID Card	$ 20.35	**$ 21.24**	Y	4.4%	Target Recovery 100%
87	Licence certificate replacement	$ 20.35	**$ 21.24**	Y	4.4%	Target Recovery 100%
88	Licence plate replacement	$ 84.96	**$ 88.50**	Y	4.2%	Target Recovery 100%
89	Appeal to Hamilton Licensing Tribunal	$ 165.49	**$ 172.57**	Y	4.3%	Target Recovery 100%
90	Municipal consent for new liquor licence applications and extensions	$ 203.54	**$ 212.39**	Y	4.3%	Target Recovery 100%
91	Corporate Profile Report, Deed & Abstract Reports	Full Cost Recovery	**Full Cost Recovery**			
92	Failure to fulfil conditions imposed by the Issuer of Licenses or the Licensing Tribunal	$ 100.00	**$ 104.40**	Y	4.4%	Target Recovery 100%
93	Special Occasions Permit - With Resolution	$ 87.61	**$ 91.46**	Y	4.4%	Target Recovery 100%
94	Special Occasions Permit - Notification Only	$ 26.55	**$ 27.72**	Y	4.4%	Target Recovery 100%
95	Application for Temporary Occupancy	$ 833.63	**$ 870.31**	Y	4.4%	Target Recovery 100%
	Personal Transportation Provided					
96	Annual Licence Fee	$ 5,385.00	**$ 5,622.00**	N	4.4%	Target Recovery 100%
97	Per Trip Fee (Transaction fee per class A-C)	$ 0.32	**$ 0.33**	N	3.1%	Target Recovery 100%
	Short Term Rental Accomodations					NEW
98	Short-Term Rental Broker		**$ 5,000.00**	N	n/a	New User Fee
99	Short-Term Rental Broker Renewal Fee		**$ 60.00**	N	n/a	New User Fee
100	Short-Term Rental Operator (Entire Dwelling)		**$ 390.00**	N	n/a	New User Fee
101	Short-Term Rental Operator (Entire Dwelling) Renewal Fee		**$ 60.00**	N	n/a	New User Fee
102	Short-Term Rental Operator (Partial Dwelling)		**$ 90.00**	N	n/a	New User Fee
103	Short-Term Rental Operator (Partial Dwelling) Renewal Fee		**$ 60.00**	N	n/a	New User Fee

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - General Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Discharge of Firearms By-law					
1	a) Exemption permit application fee for the discharge of recreational firearms or bows	$ 126.55	**$ 131.86**	Y	4.2%	Target Recovery 100%
2	b) Renewal fee	$ 23.89	**$ 24.78**	Y	3.7%	Target Recovery 100%
	Certificate of Compliance					
3	a) Single detached dwelling	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
4	b) A two, three or multiple unit dwelling	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
5	- plus additional fee for each additional dwelling unit in excess of the first	$ 46.02	**$ 47.79**	Y	3.8%	Target Recovery 100%
6	c) A lodging house	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
7	- plus additional fee per each permitted resident (required every 3 years)	$ 35.40	**$ 37.17**	Y	5.0%	Target Recovery 100%
8	d) All other buildings (Liquor licence)	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
9	- plus additional fee per each 100 square metres in excess of the first 100 square metres	$ 21.24	**$ 22.12**	Y	4.2%	Target Recovery 100%
10	e) Residential care facility (first time applications & change in ownership)	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
11	- plus additional fee per each permitted resident	$ 36.28	**$ 38.05**	Y	4.9%	Target Recovery 100%
12	f) Discharge of an Order - Non registered Order to Comply	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
13	g) Discharge of an Order - Registered Order To Comply	$ 681.42	**$ 711.50**	Y	4.4%	Target Recovery 100%
	Fees charged for inspections carried out by the City resulting from non-compliance with any City by-law (except Vital Services By-law):					
	Inspection demonstrating non-compliance when there has been an earlier incident of non-compliance:					
14	Initial	$ 320.35	**$ 334.51**	Y	4.4%	Target Recovery 100%
15	Subsequent	$ 164.60	**$ 171.68**	Y	4.3%	Target Recovery 100%
	Note: *an "incident of non-compliance" includes an inspection carried out by the City or by another enforcement agency demonstrating non-compliance.*					
16	Vital services - Admin Fee	10% of total utility billings paid by the City	10% of total utility billings paid by the City			
	Noise by-Law Exemption:					
17	- Application received prior to the event	$ 250.00	**$ 261.00**	N	4.4%	Target Recovery 100%
18	Corporate Profile Report and Deed & Abstract Reports	Full Cost Recovery	**Full Cost Recovery**			
19	Application Fee for outdoor commercial patio exemption permits	$ 567.00	**$ 592.00**	N	4.4%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - General Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
20	Application Fee for any appeal to the Property Standards Committee	$ 152.21	**$ 159.29**	Y	4.7%	Target Recovery 100%
21	Zoning Verification & Work Order Reports - Regular	$ 131.00	**$ 137.00**	N	4.6%	Target Recovery 100%
22	Zoning Verification & Work Order Reports - Express	$ 200.00	**$ 209.00**	N	4.5%	Target Recovery 100%
23	Fees charged by the City for costs incurred when its inspection powers under s. 436(2) of the Municipal Act, 2001 are exercised	Full Cost Recovery	**Full Cost Recovery**			Target Recovery 100%
24	Registration Fee - One Time Fee For Initial Registration of a Vacant Building	$ 314.00	**$ 328.00**	N	4.5%	Target Recovery 100%
25	Vacant Building Fee - Annual Inspection Fee	$ 786.73	**$ 821.24**	Y	4.4%	Target Recovery 100%
26	Annual Fee for each additional vacant building on a property (inspection)	$ 384.96	**$ 401.77**	Y	4.4%	Target Recovery 100%
27	Vacant Building Quarterly Inspection Fee	$ 315.93	**$ 330.09**	Y	4.5%	Target Recovery 100%
28	Licensing Tribunal and Property Standards Committee decisions	Full Cost Recovery	**Full Cost Recovery**			
29	Garbage Chute Closure Application for Permit	$ -	**$ 300.00**	Y	NEW	Cost Recovery 100% - New Fee
	Municipal Law Enforcement Contractor Services Administration:					
30	- Administration Fee for invoices less than or equal to $600 (before tax)	$ 109.73	**$ 114.16**	Y	4.0%	Tiered pricing consistent with practices in other municipalities
31	- Administration Fee for invoices greater than $600 and less than $1,000 (before tax)	$ 248.82	**$ 260.18**	Y	4.6%	Tiered pricing consistent with practices in other municipalities
32	- Administration Fee for invoices greater than $1,000 (before tax)	$ 278.76	**$ 291.15**	Y	4.4%	Tiered pricing consistent with practices in other municipalities
33	- Administration Fee for requests for file review	$ 88.50	**$ 92.04**	Y	4.0%	Tiered pricing consistent with practices in other municipalities
34	Application Fee for outdoor commercial patio exemption permits	$ 567.00	**$ 592.00**	N	4.4%	Target Recovery 100%
35	a) Inspection Fee	$ 224.00	**$ 234.00**	N	4.5%	Target Recovery 100%
36	Paid Duty Municipal Law Enforcement	Full Cost Recovery	**Full Cost Recovery**			
	Tree Permits					
37	Review of Permit Application to Injure or Destroy Trees - Urban Woodland Tree By-law No. 14-212	$ 264.60	**$ 276.11**	Y	4.3%	Target Recovery 100%
38	Review of Notice of Intent to Cut Application - Regional Woodland Tree By-law No. R00-054	$ 158.41	**$ 165.49**	Y	4.5%	Target Recovery 100%
39	Review of Permit Application to Injure or Destroy Trees - Dundas Tree By-law No. 4513-99	$ 53.10	**$ 55.75**	Y	5.0%	Target Recovery 100%
40	Review of Individual Tree Permit not within a Woodland	$ 50.00	**$ 52.21**	Y	4.4%	Target Recovery 100%
	Review of Permit Application to Injure or Destroy Trees - Stoney Creek Tree By-law No. 4401-96:					
41	a) 2 to 10 trees	$ 26.55	**$ 27.43**	Y	3.3%	Target Recovery 100%
42	b) 11 to 20 trees	$ 53.10	**$ 55.75**	Y	5.0%	Target Recovery 100%
43	c) Greater than 20 trees	$ 105.31	**$ 109.73**	Y	4.2%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Sign By-Law Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	PERMITS FOR SIGNS					
	SIGN TYPE					
	Mobile Sign					
1	- for 28 consecutive days	$ 141.00	**$ 147.00**	N	4.3%	Target Recovery 100%
2	- for 14 consecutive days	$ 95.00	**$ 99.00**	N	4.2%	Target Recovery 100%
3	Mobile Sign advertising a grand opening or closing promotional event (for 7 consecutive days)	$ 213.00	**$ 222.00**	N	4.2%	Target Recovery 100%
4	Sidewalk Sign (per year)	$ 109.00	**$ 114.00**	N	4.6%	Target Recovery 100%
5	Banner (for 28 consecutive days)	$ 109.00	**$ 114.00**	N	4.6%	Target Recovery 100%
6	Banner advertising a grand opening or closing promotional event (for 7 consecutive days)	$ 213.00	**$ 222.00**	N	4.2%	Target Recovery 100%
7	Inflatable Sign (for 7 consecutive days)	$ 109.00	**$ 114.00**	N	4.6%	Target Recovery 100%
8	New Home Development Portable Sign (per year)	$ 70.00	**$ 73.00**	N	4.3%	Target Recovery 100%
9	Sign permit fee for any new permanent signs/per property per occasion	$ 165.00	**$ 172.00**	N	4.2%	Target Recovery 100%
10	Sign permit fee for changes to existing signs/per property per occasion	$ 256.00	**$ 267.00**	N	4.3%	Target Recovery 100%
11	Corrugated Plastic Sign (yearly permit fee per location per property)	$ 165.00	**$ 172.00**	N	4.2%	Target Recovery 100%
12	A-frame signs on sidewalks (permit fee for a three-year period)	$ 171.00	**$ 179.00**	N	4.7%	Target Recovery 100%
	Digital Boards					
13	Annual Sign Permit Fee	$ 2,158.00	**$ 2,253.00**	N	4.4%	Target Recovery 100%
	SIGN VARIANCE APPLICATION					
	Sign variance fees appear under "Planning" Division					
	ENFORCEMENT FEES					
14	Removal of an Unlawful Permanent Sign - per sign (or the actual cost of removing the sign, whichever is greater)	$ 274.34	**$ 286.73**	Y	4.5%	Target Recovery 100%
15	Storage Charge for an Unlawful Permanent Sign - per sign/day	$ 69.03	**$ 71.68**	Y	3.8%	Target Recovery 100%
16	Removal of an Unlawful Mobile Sign - per sign (or the actual cost of removing the sign, whichever is greater)	$ 274.34	**$ 286.73**	Y	4.5%	Target Recovery 100%
17	Storage Charge for an Unlawful Mobile Sign - per sign/day	$ 69.03	**$ 71.68**	Y	3.8%	Target Recovery 100%
18	a) Inspection Fee	$ 69.03	**$ 71.68**	Y	3.8%	Target Recovery 100%
19	Storage Charge for an Unlawful Portable Sign - per sign/day	$ 38.94	**$ 40.71**	Y	4.5%	Target Recovery 100%
20	Annual Inspection Fee (existing non-conforming overhanging signs)	$ 118.58	**$ 123.89**	Y	4.5%	Target Recovery 100%
	Note: the permit fees for Ground Signs, Awnings, Canopies, Marquees, Parapet Signs, Projecting Signs, Wall Signs and Billboards appear under "Building Services - Building Permit Fees"					

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Lottery Licensing

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	***Lottery Licence Application Administration Fee***	$ 72.57	**$ 76.11**	Y	4.9%	Target Recovery 100%
2	***Lottery Licence Fee - Bingo (per event)***	$ 165.00	**$ 172.00**	N	4.2%	Target Recovery 100%
3	***Lottery Licence Fee - Nevada***	Up to maximum of 3% prize value	Up to maximum of 3% prize value			
4	***Lottery Licence Fee - Raffles***	Up to maximum of 3% prize value	Up to maximum of 3% prize value			
5	***Lottery Licence Fee - Others***	Varies by type and mandated by the province	Varies by type and mandated by the province			

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Dog Licenses

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Dog Licences - Standard Rate					
1	- spayed/neutered or under 6 months of age	$ 35.00	**$ 37.00**	N	5.7%	Target Recovery 100%
2	- over six months not spayed/neutered	$ 75.00	**$ 78.00**	N	4.0%	Target Recovery 100%
	Dog Licences - Senior / Disability Rate					
3	- spayed/neutered or under 6 months of age	$ 17.00	**$ 18.00**	N	5.9%	Target Recovery 100%
4	- over six months not spayed/neutered	$ 41.00	**$ 43.00**	N	4.9%	Target Recovery 100%
5	**Dog Licences - Dangerous or Potentially Dangerous Dog**	$ 360.00	**$ 376.00**	N	4.4%	Target Recovery 100%
6	Replacement Tag Fee	$ 5.31	**$ 6.19**	Y	16.6%	Target Recovery 100%
7	Late Payment Fee	$ 19.47	**$ 20.35**	Y	4.5%	Target Recovery 100%
8	Valid Licence in another Municipality where the owner has moved to the City of Hamilton within 30 days	$ 17.00	**$ 18.00**	N	5.9%	Target Recovery 100%

Leash Free Fee of $1.00 is included/charged for every licence sold.

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Impound Fees (Standard Rate)					
1	Licensed Dog - 1st Offence	$ 73.00	**$ 76.00**	N	4.1%	Target Recovery 100%
2	Licensed Dog - Subsequent Offence	$ 195.00	**$ 204.00**	N	4.6%	Target Recovery 100%
3	Licensed Dog - Subsequent Offence (after initial subsequent offence - increase of $51.00 per occurrence up to 5 occurrences)	$ 53.00	**$ 55.00**	N	3.8%	Target Recovery 100%
4	Unlicensed Dog - 1st Offence	$ 115.00	**$ 120.00**	N	4.3%	Target Recovery 100%
5	Unlicensed Dog - Subsequent Offence	$ 195.00	**$ 204.00**	N	4.6%	Target Recovery 100%
6	Unlicensed Dog - Subsequent Offence (after initial subsequent offence - increase of $51.00 per occurance up to 5 occurances)	$ 53.00	**$ 55.00**	N	3.8%	Target Recovery 100%
7	Dangerous or Potentially Dangerous Dog	$ 685.00	**$ 715.00**	N	4.4%	Target Recovery 100%
8	Cat (identified [1] and unidentified)	$ 29.00	**$ 30.00**	N	3.4%	Target Recovery 100%
9	Cat (identified [1] and unidentified)- Subsequent Offence	$ 45.00	**$ 47.00**	N	4.4%	Target Recovery 100%
10	Multiple Small Domestic Animals (up to 6)	$ 60.00	**$ 63.00**	N	5.0%	Target Recovery 100%
11	Other Small Domestic Animal [2]	$ 28.00	**$ 29.00**	N	3.6%	Target Recovery 100%
12	Snake or Reptile	$ 28.00	**$ 29.00**	N	3.6%	Target Recovery 100%
13	Livestock - Small	$ 155.00	**$ 162.00**	N	4.5%	Target Recovery 100%
14	Livestock - Large	$ 325.00	**$ 339.00**	N	4.3%	Target Recovery 100%
	Impound Fees (Senior & Person with Disabilities Rate)					
15	Licensed Dog - 1st Offence	$ 66.00	**$ 69.00**	N	4.5%	Target Recovery 100%
16	Licensed Dog - Subsequent Offence	$ 105.00	**$ 110.00**	N	4.8%	Target Recovery 100%
17	Licensed Dog - Subsequent Offence (after initial subsequent offence - increase of $50.00 per occurance up to 5 occurances)	$ 53.00	**$ 55.00**	N	3.8%	Target Recovery 100%
18	Unlicensed Dog - 1st Offence	$ 105.00	**$ 110.00**	N	4.8%	Target Recovery 100%
19	Unlicensed Dog - Subsequent Offence	$ 169.00	**$ 176.00**	N	4.1%	Target Recovery 100%
20	Unlicensed Dog - Subsequent Offence (after initial subsequent offence - increase of $50.00 per occurance up to 5 occurances)	$ 53.00	**$ 55.00**	N	3.8%	Target Recovery 100%
21	Dangerous or Potentially Dangerous Dog	$ 685.00	**$ 715.00**	N	4.4%	Target Recovery 100%
22	Cat (identified [1] and unidentified)	$ 29.00	**$ 30.00**	N	3.4%	Target Recovery 100%
23	Cat (identified [1] and unidentified)- Subsequent Offence	$ 40.00	**$ 42.00**	N	5.0%	Target Recovery 100%
24	Multiple Small Domestic Animals (up to 6)	$ 50.00	**$ 52.00**	N	4.0%	Target Recovery 100%
25	Other Small Domestic Animal [2]	$ 28.00	**$ 29.00**	N	3.6%	Target Recovery 100%
26	Snake or Reptile	$ 28.00	**$ 29.00**	N	3.6%	Target Recovery 100%
27	Livestock - Small	$ 149.00	**$ 156.00**	N	4.7%	Target Recovery 100%
28	Livestock - Large	$ 307.00	**$ 321.00**	N	4.6%	Target Recovery 100%
	Live Surrender Fees - [3] (Standard Rate)					
29	Dog (unlicensed)	$ 184.96	**$ 192.92**	Y	4.3%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
30	Dog (licensed)	$ 146.91	**$ 153.10**	Y	4.2%	Target Recovery 100%
31	Cat (unregistered)	$ 184.96	**$ 192.92**	Y	4.3%	Target Recovery 100%
32	Litter (up to 6) - Canine or Feline	$ 67.27	**$ 69.91**	Y	3.9%	Target Recovery 100%
33	a) Inspection Fee	$ 69.03	**$ 71.68**	Y	3.8%	Target Recovery 100%
34	Rabbit (individual)	$ 67.27	**$ 69.91**	Y	3.9%	Target Recovery 100%
35	Multiple Small Domestic Animals (up to 6)	$ 67.27	**$ 69.91**	Y	3.9%	Target Recovery 100%
36	Small Livestock	$ 132.74	**$ 138.94**	Y	4.7%	Target Recovery 100%
	Live Surrender Fees - [3] (Senior & Disabled Rate)					
37	Dog (unlicensed)	$ 146.90	**$ 153.10**	Y	4.2%	Target Recovery 100%
38	Dog (licensed)	$ 108.85	**$ 113.27**	Y	4.1%	Target Recovery 100%
39	Cat (not registered)	$ 146.90	**$ 153.10**	Y	4.2%	Target Recovery 100%
40	Litter (up to 6) - Canine or Feline	$ 53.10	**$ 55.75**	Y	5.0%	Target Recovery 100%
41	Other Small Domestic Animal [4]	$ 53.10	**$ 55.75**	Y	5.0%	Target Recovery 100%
42	Multiple Small Domestic Animals (up to 5)	$ 53.10	**$ 55.75**	Y	5.0%	Target Recovery 100%
43	Small Livestock	$ 123.89	**$ 129.20**	Y	4.3%	Target Recovery 100%
	Cadaver Surrender Fees (Standard Rate)					
44	Dog	$ 128.32	**$ 133.63**	Y	4.1%	Target Recovery 100%
45	Dog - Small	$ 57.52	**$ 60.18**	Y	4.6%	Target Recovery 100%
46	Cat	$ 57.52	**$ 60.18**	Y	4.6%	Target Recovery 100%
47	Litter - Canine or Feline (up to 5) (under 12 weeks)	$ 57.52	**$ 60.18**	Y	4.6%	Target Recovery 100%
48	Other Small Domestic Animal [4]	$ 57.52	**$ 60.18**	Y	4.6%	Target Recovery 100%
49	Multiple Small Domestic Animals (up to 5)	$ 57.52	**$ 60.18**	Y	4.6%	Target Recovery 100%
50	Small Livestock	$ 101.77	**$ 106.19**	Y	4.3%	Target Recovery 100%
	Cadaver Surrender Fees (Senior & Disabled Rate)					
51	Dog	$ 99.12	**$ 103.54**	Y	4.5%	Target Recovery 100%
52	Dog - Small	$ 41.59	**$ 43.36**	Y	4.3%	Target Recovery 100%
53	Cat	$ 41.59	**$ 43.36**	Y	4.3%	Target Recovery 100%
54	Litter - Canine or Feline (up to 5) (under 12 weeks)	$ 41.59	**$ 43.36**	Y	4.3%	Target Recovery 100%
55	Other Small Domestic Animal [4]	$ 41.59	**$ 43.36**	Y	4.3%	Target Recovery 100%
56	Multiple Small Domestic Animals (up to 5)	$ 41.59	**$ 43.36**	Y	4.3%	Target Recovery 100%
57	Small Livestock	$ 66.37	**$ 69.03**	Y	4.0%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Boarding Fees (Standard Rate Per Day)					
58	Dog	$ 21.00	**$ 22.00**	N	4.8%	Target Recovery 100%
59	Dangerous or Potentially Dangerous Dog	$ 65.00	**$ 68.00**	N	4.6%	Target Recovery 100%
60	Cat	$ 16.00	**$ 17.00**	N	6.3%	Target Recovery 100%
61	Other Small Domestic Animal	$ 10.00	**$ 11.00**	N	10.0%	not applicable
62	Small Livestock	$ 40.00	**$ 42.00**	N	5.0%	Target Recovery 100%
63	Large Livestock	$ 63.00	**$ 66.00**	N	4.8%	Target Recovery 100%
	Boarding Fee (Senior & Persons with Disabilities Rate - Per Day)					
64	Dog	$ 15.00	**$ 16.00**	N	6.7%	Target Recovery 100%
65	Dangerous or Potentially Dangerous Dog	$ 65.00	**$ 68.00**	N	4.6%	Target Recovery 100%
66	Cat	$ 10.00	**$ 11.00**	N	10.0%	not applicable
67	Other Small Domestic Animal	$ 10.00	**$ 11.00**	N	10.0%	not applicable
68	Small Livestock	$ 25.00	**$ 26.00**	N	4.0%	Target Recovery 100%
69	Large Livestock	$ 46.00	**$ 48.00**	N	4.3%	Target Recovery 100%
	Miscellaneous					
70	Vietnamese Pot Bellied Pig Licence	$ 44.00	**$ 46.00**	N	4.5%	Target Recovery 100%
71	Voluntary Cat Registration	$ 17.00	**$ 18.00**	N	5.9%	Target Recovery 100%
72	Quarantine per day - Dog	$ 41.00	**$ 43.00**	N	4.9%	Target Recovery 100%
73	Quarantine per day - Dangerous or Potentially Dangerous Dog	$ 68.00	**$ 71.00**	N	4.4%	Target Recovery 100%
74	Quarantine per day - Cat	$ 29.00	**$ 30.00**	N	3.4%	Target Recovery 100%
75	Hearing Fee re: Dangerous or Potentially Dangerous Dog	$ 200.00	**$ 209.00**	N	4.5%	Target Recovery 100%
76	Microchip implant	$ 22.12	**$ 23.01**	Y	4.0%	Target Recovery 100%
77	Wildlife removal from private trap - euthanasia PRIVATE COMPANY ONLY	$ 115.04	**$ 120.35**	Y	4.6%	Target Recovery 100%
78	Wildlife removal from private trap - release on site	$ 67.26	**$ 69.91**	Y	3.9%	Target Recovery 100%
79	Pet Transport (Ambulance)	$ 86.73	**$ 90.27**	Y	4.1%	Target Recovery 100%
80	Poopbag Refill Bags	$ 6.19	**$ 7.08**	Y	14.3%	not applicable
81	Admin Fee (e.g. for special billing arrangements)	$ 33.63	**$ 44.25**	Y	31.6%	Target Recovery 100%
82	Engraving (Urns)	$ 14.16	**$ 15.04**	Y	6.2%	Target Recovery 100%
83	Special Cremation Fee	$ 163.72	**$ 170.80**	Y	4.3%	Target Recovery 100%
84	Clay Paw Print	$ 31.86	**$ 33.63**	Y	5.6%	Target Recovery 100%
85	Painted Paw Print	$ 53.10	**$ 55.75**	Y	5.0%	Target Recovery 100%
86	Animal Assistance Fee - per hour	$ 58.41	**$ 61.06**	Y	4.5%	Target Recovery 100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Planning & Economic Development

Division: Licensing & By-law Services - Animal Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Animal Adoption Fees					
87	Dog/Puppy	$ 309.74	**$ 323.01**	Y	4.3%	Target Recovery 100%
88	Dog Senior/Special Needs	30.98-84.08	30.98-84.08	Y		Status quo, relief for Persons with Special Needs and seniors
89	Cat/Kitten	$ 185.84	**$ 193.81**	Y	4.3%	Target Recovery 100%
90	Cat Senior/Special Needs	$30.98-84.08	$30.98-84.08	Y		Status quo, relief for Persons with Special Needs and seniors
91	Small Domestic Animal/Bird/Other	$7.08-108.85	$7.08-108.85	Y		not applicable
92	Snake or Reptile	$7.08-108.85	$7.08-108.85	Y		not applicable
	Fees charged for inspections carried out by the City resulting from non-compliance with any City by-law (except Vital Services By-law):					
	Inspection demonstrating non-compliance when there has been an earlier incident of non-compliance:					
93	Initial Inspection	$ 320.35	$ 334.51	Y	4.4%	Target Recovery 100%
94	Subsequent Inspection	$ 164.60	$ 171.68	Y	4.3%	Target Recovery 100%
	Note: an "incident of non-compliance" includes an inspection carried out by the City or by another enforcement agency demonstrating non-compliance.					
95	Administration Fee for requests for file review	$ 88.50	**$ 92.04**	Y	4.0%	Target Recovery 100%

[2] Rabbits, rodents, song birds, etc.

[3] Includes cremation

[4] Excludes Fish - no charge

[5] No Charge if animal fatally injured prior to capture or poses bona fide threat

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Fire Inspections

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Inspections of Residential Buildings					
1	Daycares – licensed	$ 183.98	**$ 192.08**	Y	4.4%	Increase due to inflationary budget guideline. IDEA consideration granted, full cost recovery waived
2	Daycares – private home	$ 76.59	**$ 79.96**	Y	4.4%	Increase due to inflationary budget guideline. IDEA consideration granted, full cost recovery waived
3	Foster care homes	$ 76.59	**$ 79.96**	Y	4.4%	Increase due to inflationary budget guideline. IDEA consideration granted, full cost recovery waived
4	Group homes with a capacity of less than or equal to 4	$ 173.98	**$ 181.64**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
5	Group homes with a capacity of more than 4	$ 578.98	**$ 604.47**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
6	Student housing, Bed & Breakfast, Lodging house	$ 578.98	**$ 604.47**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
7	Residential buildings with 1 dwelling	$ 151.99	**$ 158.67**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
8	Residential buildings with 2 dwellings	$ 578.98	**$ 604.47**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
9	Residential buildings with less than 4 stories and more than 2 dwelling units	$ 866.99	**$ 905.13**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
10	Residential buildings with 4 - 6 stories	$ 1,088.14	**$ 1,136.02**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
11	Residential buildings with 7 - 11 stories	$ 1,398.01	**$ 1,459.51**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
12	Residential buildings with 12 - 18 stories	$ 2,045.00	**$ 2,135.00**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
13	Residential buildings with more than 18 stories	$ 2,368.98	**$ 2,473.23**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
	Inspections of Non-Residential Buildings					
14	Non-residential buildings with less than 5 stories and less than 3,000 sq. ft per floor	$ 670.00	**$ 699.48**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
15	Non-residential buildings with less than 5 stories and 3,000 sq. ft to 5,000 sq. ft per floor	$ 751.02	**$ 784.06**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
16	Non-residential buildings with less than 5 stories and more than 5,000 sq. ft per floor	$ 911.99	**$ 952.12**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
17	Non-residential buildings with 5 or more stories and less than 3,000 sq. ft per floor	$ 993.01	**$ 1,036.70**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
18	Non-residential buildings with 5 or more stories and 3,000 to 5,000 sq. ft per floor	$ 1,073.98	**$ 1,121.24**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
19	Non-residential buildings with 5 or more stories and more than 5,000 sq. ft per floor	$ 1,236.02	**$ 1,290.40**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Fire Inspections

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Other Inspections					
20	AGCO liquor licence – indoor	$ 381.99	**$ 398.80**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
21	AGCO liquor licence – patio	$ 235.00	**$ 245.34**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
22	Municipal business licence	$ 266.99	**$ 278.74**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
23	Open air burning	$ 260.00	**$ 271.44**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
24	Rental Housing License	$ 246.14	**$ 246.14**	Y	0.0%	No change based on approval of report from 2022 - PED21097/LS21022
25	Alternative Solutions Review for Ontario Fire Code	$ 956.02	**$ 998.08**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
26	Fire Safety Plan Review - 3rd or subsequent review	$ 206.99	**$ 216.10**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
	All Re-Inspections					
27	2nd or subsequent re-inspection	$ 165.00	**$ 172.26**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
	Permits					
28	Family fireworks sale permit – store	$ 413.01	**$ 431.18**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
29	Family fireworks sale permit – trailer	$ 459.73	**$ 479.96**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
	Risk and Safety Management Plan Reviews (RSMPs) for Propane Facilities					
30	Level 2 propane facility (propane volume > 5K water gallons) – first RSMP	$ 3,461.99	**$ 3,614.32**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
31	Level 2 propane facility (propane volume > 5K water gallons) – renewal RSMP	$ 1,796.02	**$ 1,875.04**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
32	Level 2 propane facility (propane volume > 5K water gallons) – new RSMP resulting from modification or expansion of the propane facility	$ 2,481.99	**$ 2,591.20**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
33	Level 1 propane facility (propane volume ≤ 5K water gallons) – all RSMPs	$ 471.99	**$ 492.76**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Responses for Motor vehicle

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Responses for Motor vehicles					
1	Within City, for a motor vehicle owned by a person who does not reside in the City (motor vehicle owner) Fee per Fire Department vehicle for the 1st hour divided equally among motor vehicle owners if more than one motor vehicle	$ 762.22	**$ 795.75**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
2	Each Additional Hour (In Half Hour Increments)	$ 376.41	**$ 393.01**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Response for Open Air Burning

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Response for Open Air Burning					
1	Non-compliance with the Open Air Burning By-law including non-compliance with a permit issued under the By-law – second or subsequent response in a 12 month period (property owner) Fee per Fire Department vehicle for the 1st hour	$ 813.01	**$ 848.76**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
2	Each Additional Hour (In Half Hour Increments)	$ 376.46	**$ 393.01**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Open Air Burning Permit

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Open Air Burning Permit					
1	Open air burning permit	$ 27.25	$ 28.45	N	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Extraordinary Costs

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Extraordinary Costs					
1	Costs in addition to costs ordinarily incurred to eliminate an emergency or risk, preserve property or evidence, or to investigate, including but not limited to: - renting equipment (e.g. specialized equipment); - hiring contractors; - hiring professional services (e.g. engineering services); - using consumable materials (e.g. foam) - replacing damaged equipment (e.g. bunker gear, firefighting hose); or - purchasing materials (e.g. shoring lumber)	Full Cost Recovery	**Full Cost Recovery**	Y	N/A	Full Cost Recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - False Alarm Fees

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Triggering alarm not including testing alarm:					
1	4th or subsequent response in a 30 day period. Current fee is based on single vehicle response. Operating fees to be commensurate with total number of apparatus on scene .	$ 803.68	**$ 839.07**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
2	6th or subsequent response in a calendar year. Current fee is based on single vehicle response. Operating fees to be commensurate with total number apparatus on scene	$ 803.68	**$ 839.07**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
3	Testing alarm without notification to Fire Department (property owner)	$ 803.68	**$ 839.07**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Response for Natural Gas Leaks

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Response for Natural Gas Leaks					
1	Failure to obtain Utility Service Locate (property owner) Fee per Fire Department vehicle for the 1st hour	$ 762.22	**$ 795.75**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
2	Each Additional Hour (In Half Hour Increments)	$ 363.01	**$ 378.98**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Fire Department - Fee For Service

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Reports / Letters / File Searches					
1	Fire Department incident report	$ 71.99	**$ 75.18**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
2	Clearance/status letter	$ 55.00	**$ 57.43**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
3	Outstanding work order file search	$ 163.01	**$ 170.18**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
	Fire Routes					
4	Establishing new fire routes or reviewing existing fire routes	$ 538.01	**$ 561.68**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
	Events					
5	Non-emergency stand-by for events (per vehicle)	$ 528.85	**$ 552.12**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
6	Full cost recovery for crew	Full Cost Recovery	**Full Cost Recovery**	Y	N/A	Full Cost Recovery
7	Approvals for pyrotechnic and firework displays and film shoot pyrotechnics	$ 378.01	**$ 394.65**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
8	Capacity cards per room (upon request)	$ 296.02	**$ 309.07**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Hamilton Paramedic Service

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Special Event Coverage					
1	Event coverage - 1 Ambulance & 2 Paramedics - min. 4 hours	$ 1,076.55	**$ 1,123.92**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
2	- Each Additional Hour (In Half Hour Increments)	$ 269.69	**$ 281.56**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
3	Event coverage - First Response Unit & 1 Paramedic - min. 4 hours	$ 838.19	**$ 875.07**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
4	- Each Additional Hour (In Half Hour Increments)	$ 209.69	**$ 218.92**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
	Ambulance Reports/Investigations					
5	Copy of Ambulance Call Reports to Outside Agencies	$ 91.33	**$ 95.35**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
6	Investigative Interview of Paramedics by Outside Agencies (Per Hour)	$ 164.56	**$ 171.80**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
	Preceptor Fees					
7	Paramedic Student Equipment Fee	$ 63.32	**$ 66.11**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.
8	Paramedic Student Preceptor Fee - Primary Care Paramedic (Per Hour)	$ 2.21	**$ 2.31**	Y	4.5%	Increase due to inflationary budget guideline - already at full cost recovery.
9	Paramedic Student Preceptor Fee - Advanced Care Paramedic (Per Hour)	$ 3.19	**$ 3.33**	Y	4.4%	Increase due to inflationary budget guideline - already at full cost recovery.

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Long Term Care

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Macassa Lodge					
1	Day Program - All Day	$ 24.54	**$ 25.62**	N	4.4%	Increase due to inflationary budget guideline - already at full cost recovery
	Wentworth Lodge					
2	Meals-on-Wheels	$ 7.78	**$ 8.12**	N	4.4%	Increase due to inflationary budget guideline - already at full cost recovery

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Chedoke Green Fees-Beddoe (Effective January 1, 2024)					
1	Monday to Thursday - 18 Holes	$ 44.54	**$ 47.44**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
2	Fri/Sat/Sun/Holidays - 18 Holes	$ 51.81	**$ 55.18**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
3	Senior (60&up) - Monday to Thursday - 18 Holes	$ 39.38	**$ 41.94**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
4	Senior (60&up) - Fri/Sat/Sun/Holidays - 18 Holes	$ 44.54	**$ 47.44**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
5	Junior (18&under) - after 11 am	$ 29.01	**$ 30.90**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
6	Twilight - Monday to Thursday	$ 31.08	**$ 33.10**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
7	Twilight - Fri/Sat/Sun/Holidays	$ 36.27	**$ 38.63**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
8	9 Hole - Monday to Thursday	$ 25.89	**$ 27.57**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
9	9 Hole - Fri/Sat/Sun/Holidays	$ 29.01	**$ 30.90**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
10	9 Hole Senior (60&up) - Monday to Thursday	$ 22.80	**$ 24.28**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
11	9 Hole Senior (60&up)- Fri/Sat/Sun/Holidays	$ 24.86	**$ 26.48**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
12	Sunset - after 6pm	$ 25.89	**$ 27.58**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
13	Spring/Fall Green Fees (walking)	$ 33.84	**$ 36.04**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
14	League Fee with cart (9 holes)	$ 29.01	**$ 30.90**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
15	League Fee with cart (18 holes)	$ 33.84	**$ 36.04**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
16	Tournament Green Rate (Monday - Thursday)	$ 56.08	**$ 59.73**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
17	Tournament Green Rate (Friday - Sunday)	$ 62.84	**$ 66.93**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
18	Sell off Rate (18 holes)	$ 26.10	**$ 27.80**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Chedoke Green Fees - Martin (Effective January 1, 2024)					
19	Monday to Thursday - 18 Holes	$ 34.19	**$ 36.41**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
20	Fri/Sat/Sun/Holidays - 18 Holes	$ 39.38	**$ 41.93**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
21	Senior (60&up) - Monday to Thursday - 18 Holes	$ 30.05	**$ 32.00**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
22	Senior (60&up) - Fri/Sat/Sun/Holidays - 18 Holes	$ 33.16	**$ 35.31**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
23	Junior (18&under) - after 11 am	$ 22.80	**$ 24.28**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
24	Twilight - Monday to Thursday	$ 23.84	**$ 25.38**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
25	Twilight - Fri/Sat/Sun/Holidays	$ 27.97	**$ 29.79**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
26	9 Hole - Monday to Thursday	$ 19.68	**$ 20.96**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
27	9 Hole - Fri/Sat/Sun/Holidays	$ 21.76	**$ 23.17**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
28	9 Hole Senior (60&up) - Monday to Thursday	$ 17.62	**$ 18.76**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
29	9 Hole Senior (60&up)- Fri/Sat/Sun/Holidays	$ 18.65	**$ 19.86**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
30	Sunset - after 6pm	$ 19.68	**$ 20.96**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
31	Spring/Fall Green Fees (walking)	$ 24.17	**$ 25.74**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
32	League Fee with cart (9 holes)	$ 24.17	**$ 25.74**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
33	League Fee with cart (18 holes)	$ 29.01	**$ 30.90**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
34	Tournament Green Rate (Monday - Thursday)	$ 47.38	**$ 50.46**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
35	Tournament Green Rate (Friday - Sunday)	$ 52.22	**$ 55.61**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
36	Sell off Rate (18 holes)	$ 20.31	**$ 21.63**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
37	Winter Golf Green Fee	$ 22.24	**$ 23.68**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Chedoke Beddoe (only) Advantage Packs (Effective January 1, 2024)					
38	12 Rounds	$ 487.44	**$ 519.13**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
39	24 Rounds	$ 916.55	**$ 976.12**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Chedoke Golf Memberships (Effective January 1, 2024)					
40	Beddoe & Martin - Adult - any day	$ 2,066.78	**$ 2,201.12**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
41	Beddoe & Martin - Couples - any day	$ 3,616.84	**$ 3,851.96**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024 with 50% off second membership
42	Beddoe & Martin - Junior (18 & under) - any day	$ 518.00	**$ 550.28**	Y	6.2%	Target Recovery 100%-75% discount from adult rate
43	Beddoe & Martin - Senior (60 & over) - Monday to Friday only, excluding holidays	$ 1,550.08	**$ 1,650.84**	Y	6.5%	Target Recovery 100%-25% discount from adult rate
44	Beddoe & Martin - Weekday (excluding holidays)	$ 1,550.08	**$ 1,650.84**	Y	6.5%	Target Recovery 100%-25% discount from adult rate
45	Beddoe & Martin - Intermediate (19-34)	N/A	**$ 1,100.56**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
46	Martin-Adult	$ 1,346.77	**$ 1,434.31**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
47	Martin-Couples	$ 2,356.84	**$ 2,510.05**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024 with 50% off second membership
48	Martin-Junior (18 & under) - any day	$ 362.59	**$ 358.58**	Y	-1.1%	Target Recovery 100%-75% discount from adult rate
49	Martin-Senior (60 & over) - Monday to Friday only, excluding holidays	$ 1,010.08	**$ 1,075.73**	Y	6.5%	Target Recovery 100%-25% discount from adult rate
50	Martin-Weekday - excluding holidays	$ 1,010.08	**$ 1,075.73**	Y	6.5%	Target Recovery 100%-25% discount from adult rate
51	City Wide - Adult	$ 2,687.36	**$ 2,862.04**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
52	City Wide - Couples	$ 4,506.47	**$ 5,008.57**	Y	11.1%	Target Recovery 100%-Base increase of 6.5% for 2024 with 50% off second membership
53	City Wide - Senior	$ 1,954.45	**$ 2,146.53**	Y	9.8%	Target Recovery 100%-25% discount from adult rate
54	City Wide - Weekday - excluding holidays	$ 2,035.89	**$ 2,146.53**	Y	5.4%	Target Recovery 100%-25% discount from adult rate
55	City Wide - Intermediate Membership (19 - 34) - Any day	$ 1,032.93	**$ 1,100.56**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
56	City Wide - Intermediate Membership (19 - 35)	$ 1,417.41	**$ 1,431.02**	Y	1.0%	Target Recovery 100%-50% off adult rate
57	City Wide - Junior (18 and under)	$ 674.15	**$ 715.51**	Y	6.1%	Target Recovery 100%-75% discount from adult rate

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Recreation - Golf Courses

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Flex Pass - Chedoke - Beddoe (Effective January 1, 2024)					
	Flex Pass Characteristics - ADULT					
58	Activation Fee to Purchase Pass - One Time Fee	$ 298.18	**$ 317.56**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
59	Peak Green Fee (25% off before 11am)	$ 34.85	**$ 37.11**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
60	Non-Peak Green Fee (40% off)	$ 27.89	**$ 29.70**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Flex Pass Characteristics - SENIOR (60+)					
61	Activation Fee to Purchase Pass - One Time Fee	$ 253.18	**$ 269.63**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
62	Peak Green Fee (25% off before 11am)	$ 29.88	**$ 31.83**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
63	Non-Peak Green Fee (40% off)	$ 23.91	**$ 25.46**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Flex Pass Characteristics - ADULT					
64	Activation Fee to Purchase Pass - One Time Fee	$ 298.18	**$ 317.56**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
65	Peak Green Fee (25% off before 11am)	$ 20.92	**$ 22.28**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
66	Non-Peak Green Fee (40% off)	$ 20.92	**$ 22.28**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Flex Pass Characteristics - SENIOR (60+)					
67	Activation Fee to Purchase Pass - One Time Fee	$ 253.18	**$ 269.63**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
68	Peak Green Fee (25% off before 11am)	$ 17.93	**$ 19.10**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
69	Non-Peak Green Fee (40% off)	$ 17.93	**$ 19.10**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Golf Carts - All Courses (Effective January 1, 2024)					
70	9 hole pull cart	$ 2.99	**$ 3.19**	Y	6.6%	Target Recovery 100%-Base increase of 6.5% for 2024
71	18 hole pull cart	$ 4.98	**$ 5.30**	Y	6.4%	Target Recovery 100%-Base increase of 6.5% for 2024
72	18 hole power cart	$ 33.86	**$ 36.06**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
73	18 hole power cart - single rider	$ 18.91	**$ 20.14**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
74	9 hole power cart	$ 19.92	**$ 21.21**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
75	9 hole power cart - single rider	$ 9.96	**$ 10.61**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
76	Sunset (After 6pm) Power cart	$ 9.96	**$ 10.61**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
77	League Cart	N/A	**$ 9.43**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
78	Cart Package - 10 Rides	N/A	**$ 159.28**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report

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Department: Healthy and Safe Communities

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
79	Cart Package - 20 Rides	N/A	$ **309.14**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
80	Cart Package - 30 Rides	N/A	$ **437.31**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
81	Cart Package - 40 Rides	N/A	$ **550.40**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
82	Cart Package - Unlimited	N/A	$ **778.48**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
	Rental Fees					
83	Club Storage	N/A	$ **113.09**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
84	Locker Rental	N/A	$ **42.41**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report
85	Club Rental - 18 Holes	N/A	$ **18.85**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report

Notes:

Golf Assoc of Ont (GOA) Fee is added on top of regular fee.

Tournament Rates are based by weekday or weekend tournaments and at a percentage of 10% less than the regular green fee and golf cart prices.

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	King's Forest Green Fees (Effective January 1, 2024)					
1	Monday to Thursday - 18 Holes	$ 62.16	**$ 66.20**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
2	Fri/Sat/Sun/Holidays - 18 Holes	$ 70.46	**$ 75.03**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
3	Senior (60&up) - Monday to Thursday - 18 Holes	$ 47.67	**$ 50.77**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
4	Senior (60&up) - Fri/Sat/Sun/Holidays - 18 Holes	$ 54.92	**$ 58.48**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
5	Junior (18&under) - after 11 am	$ 33.16	**$ 35.31**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
6	Twilight - Monday to Thursday	$ 40.40	**$ 43.03**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
7	Twilight - Fri/Sat/Sun/Holidays	$ 44.54	**$ 47.44**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
8	9 Hole - Any day	$ 33.16	**$ 35.31**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
9	9 Hole Senior (60&up) - Any day	$ 27.97	**$ 29.79**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
10	Spring/Fall Green Fees (walking)	$ 43.50	**$ 46.33**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
11	League Fee with cart (9 holes)	$ 38.68	**$ 41.20**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
12	League Fee with cart (18 holes)	$ 43.50	**$ 46.33**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
13	Tournament Green Rate (Monday - Thursday)	$ 72.51	**$ 77.23**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
14	Tournament Green Rate (Friday - Sunday)	$ 80.24	**$ 85.46**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
15	Sell off Rate (18 holes)	$ 35.77	**$ 38.10**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
16	Disc Golf - 18 holes	$ 6.00	**$ 6.39**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
17	Disc Golf - per day	$ 10.00	**$ 10.65**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
18	Simulated Golf - per hour weekdays	$ 40.00	**$ 42.60**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
19	Simulated Golf - per hour weekends	$ 45.00	**$ 47.93**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	King's Forest (only) Advantage Packs (Effective January 1, 2024)					
20	12 Rounds	$ 664.41	**$ 707.60**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
21	24 Rounds	$ 1,285.94	**$ 1,369.52**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	King's Forest Golf Memberships (Effective January 1, 2024)					
22	King's Forest -Adult	$ 2,174.80	**$ 2,316.16**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
23	King's Forest -Couples	$ 3,913.69	**$ 4,053.29**	Y	3.6%	Target Recovery 100%-Base increase of 6.5% for 2024 with 50% off second membership
24	King's Forest -Junior (18&under) - any day	$ 519.15	**$ 579.04**	Y	11.5%	Target Recovery 100%-75% discount from adult rate
25	King's Forest -Senior (60 & over) Monday to Friday only, excluding holidays	$ 1,552.06	**$ 1,737.12**	Y	11.9%	Target Recovery 100%-25% discount from adult rate
26	King's Forest - Intermediate (19-34)	N/A	**$ 1,222.30**	Y	n/a	Target Recovery 100%-New item added in 2023 included in 2024 user fee report

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
27	King's Forest -Weekday	$ 1,603.56	**$ 1,737.12**	Y	8.3%	Target Recovery 100%-25% discount from adult rate
28	City Wide - Adult	$ 2,688.56	**$ 2,862.04**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
29	City Wide - Couples	$ 4,506.47	**$ 5,008.57**	Y	11.1%	Target Recovery 100% 50% off second membership
30	City Wide-Senior	$ 1,954.45	**$ 2,146.53**	Y	9.8%	Target Recovery 100%-25% discount from adult rate
31	City Wide - Weekday	$ 2,035.89	**$ 2,146.53**	Y	5.4%	Target Recovery 100%-25% discount from adult rate
32	City Wide - Intermediate Membership (19 - 34) - Any day	$ 1,147.70	**$ 1,158.08**	Y	0.9%	Target Recovery 100%-60% discount from adult rate
33	City Wide - Junior (18 and under)	$ 674.15	**$ 715.51**	Y	6.1%	Target Recovery 100%-75% discount from adult rate
34	City Wide - Immediate (19-35)	$ 1,417.41	**$ 1,431.02**	Y	1.0%	Target Recovery 100%-50% discount from adult rate
35	Main banquet room rental - Special Event - Hourly Rate	$ 57.80	**$ 61.56**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
36	Lower Banquet room rental - Special Event - Hourly Rate	$ 42.12	**$ 44.86**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
37	Special Event Fee	$ 250.00	**$ 266.25**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
38	Special Event Gratuity	$ 50.00	**$ 53.25**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
39	Disc Golf - Fall/Winter Membership	$ 100.00	**$ 106.50**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Flex Pass - King's Forest (Effective January 1, 2024)					
	Flex Pass Characteristics - ADULT					
40	Activation Fee to Purchase Pass - One Time Fee	$ 298.18	**$ 317.56**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
41	Peak Green Fee (25% off before 11am)	$ 49.80	**$ 53.04**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
42	Non-Peak Green Fee (40% off)	$ 39.84	**$ 42.43**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Flex Pass Characteristics - SENIOR (60+)					
43	Activation Fee to Purchase Pass - One Time Fee	$ 253.18	**$ 269.63**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
44	Peak Green Fee (25% off before 11am)	$ 40.82	**$ 43.48**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
45	Non-Peak Green Fee (40% off)	$ 32.87	**$ 35.00**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
	Golf Carts - All Courses (Effective January 1, 2024)					
46	9 hole pull cart	$ 2.99	**$ 3.19**	Y	6.6%	Target Recovery 100%-Base increase of 6.5% for 2024
47	18 hole pull cart	$ 4.98	**$ 5.30**	Y	6.4%	Target Recovery 100%-Base increase of 6.5% for 2024
48	18 hole power cart	$ 33.86	**$ 36.06**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
49	18 hole power cart - single rider	$ 18.91	**$ 20.14**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
50	9 hole power cart	$ 19.92	**$ 21.21**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024
51	9 hole power cart - single rider	$ 9.96	**$ 10.61**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
52	Sunset (After 6pm) Power cart	$ 9.96	**$ 10.61**	Y	6.5%	Target Recovery 100%-Base increase of 6.5% for 2024

Notes:

Golf Assoc of Ont (GOA) Fee is added on top of regular fee.

Tournament Rates are based by weekday or weekend tournaments and at a percentage of 10% less than the regular green fee and golf cart prices.

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	User Group Ice Rates (Hourly) (Effective July 1, 2024)					
1	Prime Time Non Subsidized	$ 325.83	**$ 335.60**	Y	3.0%	Target Recovery 50%-Holding at 3% due to market constraints
2	Prime Time Subsidized - 43% Discount from Standard Rate	$ 176.10	**$ 191.29**	Y	8.6%	Target Recovery 50%-43% discount from non-subsidized rate
3	Non Prime Time	$ 244.37	**$ 251.70**	Y	3.0%	Target Recovery 50%-Holding at 3% due to market constraints
4	Non Prime Time Subsidized - 43% Discount from Standard Rate	$ 176.10	**$ 143.47**	Y	-18.5%	Target Recovery 50%-Affiliate discount applied to both prime and non-prime ice; not expecting affiliate groups to utilize non-prime hours of ice
5	Tournaments (Subsidized Groups Only)	$ 244.37	**$ 251.70**	Y	3.0%	Target Recovery 50%-Holding at 3% due to market constraints
6	Summer Ice Non Subsidized	$ 352.19	**$ 456.58**	Y	29.6%	Target Recovery 50%-Adjusted to achieve 6.5% increase from affiliate price
7	Summer Ice Subsidized - 43% Discount from Standard Rate	$ 244.37	**$ 260.25**	Y	6.5%	Target Recovery 50%-43% discount from non-subsidized rate
8	Last Minute Ice (48 Hours Prior to Use, Non-Refundable)	$ 176.10	**$ 150.00**	Y	-14.8%	Target Recovery 50%-Lowering price in order to incentivize groups to fill short term availabilities
9	Shooter Pad (1 Hour)	$ 30.22	**$ 32.18**	Y	6.5%	Target Recovery 50%-Base increase of 6.5% for 2024
10	Shooter Pad (1 Hour) (Block Booking >50 hours)	$ 22.66	**$ 24.13**	Y	6.5%	Target Recovery 50%-Base increase of 6.5% for 2024

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Admission fees applied to patrons upon entering Recreation Centres, Outdoor Pools, Arenas and Seniors' Facilities for non-registered drop-in programming. **Infant - 0 to 36 months (Free)** **Child/Youth - 3 to 17 years** **Adult - 18 to 54 years** **Seniors - 55+ years** **Family - 1 to 2 adults and/or their dependent children under 18 years of age living at the same address**					
	Recreation Centre & Pool Admission Fees **(Effective July 1, 2024)** *Applied to drop-in gym programs as well as drop-in swimming programs which are staff supervised but not lead by an instructor.*					
1	Single Admit (Child/Youth/Senior)	$ 3.37	**$ 3.52**	Y	4.5%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
2	Single Admit (Adult)	$ 5.03	**$ 5.25**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
3	Single Admit (Fitness)	$ 8.26	**$ 8.63**	Y	4.5%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
4	Single Admit (Fitness Specialty)	$ 9.86	**$ 10.29**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
5	Single Admit (Fun Night)	$ 6.66	**$ 6.95**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
6	Single Admit (Initiative Program)	$ 2.21	**$ 2.70**	Y	22.2%	Target Recovery 35% -Adjusting to match with Senior - Single Admit
7	Aqua Bike Rental	$ 6.10	**$ 6.37**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
8	10 Visit Clip Card (Child/Youth/Senior)	$ 24.54	**$ 25.62**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
9	10 Visit Clip Card (Adult)	$ 37.74	**$ 39.40**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
10	Monthly Pass (Child/Youth/Senior)	$ 13.46	**$ 14.05**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
11	Monthly Pass (Adult)	$ 20.11	**$ 20.99**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
12	3 Monthly Pass (Child/Youth/Senior)	$ 36.34	**$ 37.94**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
13	3 Monthly Pass (Adult)	$ 54.29	**$ 56.68**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
14	Yearly Pass (Child/Youth/Senior)	$ 46.70	**$ 48.76**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
15	Yearly Pass (Senior RFAP Clients)	$ 11.69	**$ 12.20**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
16	Yearly Pass (Adult)	$ 110.71	**$ 115.58**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
17	Yearly Pass (Adult RFAP Clients)	$ 27.69	**$ 28.91**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
18	Yearly Pass (Replacement Card)	$ 5.28	**$ 5.51**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
19	Non-Resident Fee Applied to Clip Cards & Yearly Pass Rates Above	$ 14.70	**$ 15.35**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
20	Promotional Pass (Youth) (20 pack with expiration date)	$ 10.93	**$ 11.41**	Y	4.4%	Target Recovery 35% -
	Waterfit Admission Fees (Effective July 1, 2024)					
	Applied to instructor lead drop-in water fitness programs.					
21	Single Admit (Senior)	$ 2.46	**$ 2.70**	Y	9.8%	Target Recovery 35% -Historically priced too low, attempting to increase to market comparator
22	Single Admit (Adult)	$ 5.53	**$ 5.78**	Y	4.5%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
23	Single Admit (Warm Water Exercise) (Adult)	$ 6.92	**$ 7.22**	Y	4.3%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
24	Single Admit (Warm Water Exercise) (Senior)	$ 5.54	**$ 5.79**	Y	4.5%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
25	Warm Water Exercise (Senior Centre Partnership)	$ 3.24	**$ 3.39**	Y	4.6%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
26	Monthly Pass (Senior)	$ 8.09	**$ 8.89**	Y	9.9%	Target Recovery 35% -Historically priced too low, attempting to increase to market comparator
27	Monthly Pass (Adult)	$ 22.92	**$ 23.93**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
28	3 Monthly Pass (Senior)	$ 22.45	**$ 24.70**	Y	10.0%	Target Recovery 35% -Historically priced too low, attempting to increase to market comparator
29	3 Monthly Pass (Adult)	$ 61.89	**$ 64.61**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
30	10 Visit Clip Card (Senior)	$ 18.95	**$ 20.85**	Y	10.0%	Target Recovery 35% -Historically priced too low, attempting to increase to market comparator
31	10 Visit Clip Card (Adult)	$ 41.51	**$ 43.33**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
32	Yearly Pass (Senior)	$ 81.55	**$ 89.71**	Y	10.0%	Target Recovery 35% -Historically priced too low, attempting to increase to market comparator
33	Yearly Pass (Senior RFAP Clients)	$ 40.78	**$ 42.58**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
34	Yearly Pass (Adult)	$ 210.13	**$ 219.37**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
35	Yearly Pass (Adult RFAP Clients)	$ 105.06	**$ 109.69**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
36	Yearly Pass (Replacement Card)	$ 5.28	**$ 5.51**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
37	Non-Resident Fee Applied to Clip Cards, Yearly and Monthly Pass Rates Above	$ 14.70	**$ 15.35**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Arena Admission Fees (Effective July 1, 2024)					
	Applied to drop-in skating programs which are staff supervised but not lead by an instructor.					
38	Single Admit (Child/Youth/Senior)	$ 3.37	**$ 3.52**	Y	4.5%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
39	Single Admit (Adult)	$ 5.03	**$ 5.25**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
40	Shinny (Adult)	$ 7.78	**$ 8.12**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
41	Shinny (Youth/Senior)	$ 5.21	**$ 5.44**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
42	Figure Skating Ticket Ice	$ 13.37	**$ 13.95**	Y	4.3%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
43	10 Visit Clip Card Shinny (Adult)	$ 58.32	**$ 60.88**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
44	10 Visit Clip Card Shinny (Youth/Senior)	$ 39.00	**$ 40.71**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
45	10 Visit Clip Card Figure Skating Ticket Ice	$ 100.18	**$ 104.59**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
46	Yearly Pass (Child/Youth/Senior)	$ 42.21	**$ 44.07**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
47	Yearly Pass (Adult)	$ 64.75	**$ 67.60**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
48	Yearly Pass (Replacement Card)	$ 5.28	**$ 5.51**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
49	Non-Resident Fee Applies to Yearly Pass Rates Above	$ 14.70	**$ 15.35**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
50	Promotional Pass (Youth) (20 pack with expiration date)	$ 10.93	**$ 11.41**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
	Senior Facility Admission Fees (Effective July 1, 2024)					
	Applied to all users (age 55+) of the facility based on the facility's status with the municipality as either "Club" or "Centre" designation.					
51	Single Admit	$ 2.59	**$ 2.70**	Y	4.2%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
52	Yearly Pass (Senior Centre)	$ 35.04	**$ 36.58**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints
53	Non-Resident Fee Applies to Yearly Pass Rates Above	$ 14.70	**$ 15.35**	Y	4.4%	Target Recovery 35% -Holding admissions at 4.4% inflationary due to market constraints

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Registered program fees are applied to instructional classes and charged once for the duration of the class. All registered program fees listed below are based on a single unit fee and multiplied by the number of classes to establish the full program fee unless specified.					
	Preschool - 0 to 5 years **Child - 6 to 12 years** **Youth - 13 to 17 years** **Adult - 18 to 54 years** **Seniors - 55+ years** **Family - 1 to 2 adults and/or their dependent children under 18 years of age living at the same address**					
	Aquatic Programs (Effective July 1, 2024)					
1	Adult - Fitness Aqua Spinning (1 Hour Class)	$ 9.17	**$ 10.08**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
2	Learn to Swim Program - Parented (30 Minute Class)	$ 6.77	**$ 7.45**	N	10.0%	Recovery Target 35% -Aligned with market comparators
3	Learn to Swim Program (30 Minute Class)	$ 7.62	**$ 8.39**	N	10.0%	Recovery Target 35% -Aligned with market comparators
4	Learn to Swim Program (45 Minute Class)	$ 8.41	**$ 9.25**	N	10.0%	Recovery Target 35% -Aligned with market comparators
5	Learn to Swim Program (45 Minute Class) (Senior)	$ 6.73	**$ 7.40**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
6	Private Lesson - Semi (30 Minute Class)/per class	$ 22.52	**$ 27.03**	N	20.0%	Recovery Target 50% -Aligned with market comparators
7	Private Lesson - Tri (30 Minute Class)/per class	$ 16.89	**$ 20.27**	N	20.0%	Recovery Target 50% -Aligned with market comparators
8	Private Lesson (30 Minute Class)/per class	$ 28.15	**$ 33.78**	N	20.0%	Recovery Target 50% -Aligned with market comparators
9	Swim Patrol Program (1 Hour Class)	$ 8.41	**$ 9.25**	N	10.0%	Recovery Target 35% -Aligned with market comparators
10	Warm Water Exercise (45 Minute Class)	N/A	**$ 7.61**	Y	n/a	Recovery Target 35% -New item added in 2023 included in 2024 user fee report
11	Non-Resident Fee Applies to All of the Above Rates	$ 1.64	**$ 1.74**	Y	6.4%	Recovery Target 35% -Base increase of 6.5% for 2024
	Aquatic Leadership Programs (Effective July 1, 2024) *Any material costs and exam fees by the applicable service providers, are passed on to the client as an extra fee.*					
12	Bronze Cross	$ 115.09	**$ 122.57**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
13	Bronze Medallion with Emergency First Aid	$ 135.71	**$ 144.53**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
14	Bronze Medallion/Bronze Cross Recertification	$ 71.41	**$ 76.05**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
15	Bronze Star	$ 99.46	**$ 105.92**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
16	Lifesaving Society Aquatic Safety Inspector	$ 82.26	**$ 87.60**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
17	Lifesaving Society Aquatic Supervisor Training (AST)	$ 91.85	**$ 97.82**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
18	Lifesaving Society Aquatic Supervisor Training (AST) Instructor	$ 95.97	**$ 102.21**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
19	Lifesaving Society Assistant Instructors	$ 162.66	**$ 173.23**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
20	Lifesaving Society Combined Instructors	$ 230.87	**$ 245.88**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024

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Hamilton

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2024 PROPOSED USER FEES & CHARGES

Department: Healthy & Safe Communities

Division: Recreation

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
21	Lifesaving Society Examiner	$ 45.58	**$ 48.54**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
22	Lifesaving Society First Aid Instructor	$ 114.82	**$ 122.28**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
23	Lifesaving Society Safeguard	$ 27.43	**$ 29.21**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
24	Lifesaving Society SEE Auditor	$ 27.43	**$ 29.21**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
25	Lifesaving Society Standard First Aid	$ 91.85	**$ 97.82**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
26	Lifesaving Society Standard First Aid (Senior)	$ 73.48	**$ 78.26**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
27	Lifesaving Society Standard First Aid Recertification	$ 67.19	**$ 71.56**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
28	Lifesaving Society Trainer	$ 144.30	**$ 153.68**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
29	National Lifeguard	$ 230.87	**$ 245.88**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
30	National Lifeguard Instructor Course	$ 80.96	**$ 86.22**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
31	National Lifeguard Recertification	$ 50.94	**$ 54.25**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
32	Swim for Fitness 13+	$ 75.06	**$ 79.94**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
33	Swim for Fitness 6-12 years	$ 75.65	**$ 80.57**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
34	Swim Abilities (12 Weeks) (1 Hour Class)	$ 89.49	**$ 95.31**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
35	Synchro Routines/Diving Competition (1 Day)	$ 10.05	**$ 10.70**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
36	Synchro/Diving (45 Minute Class)	$ 78.82	**$ 83.95**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
37	Synchro/Diving (45 Minute Class) (Senior)	$ 63.06	**$ 67.16**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
38	Synchro/Diving Program - Add-on Fee (45 Minute Class)	$ 2.21	**$ 2.35**	N	6.3%	Recovery Target 35% -Base increase of 6.5% for 2024
39	Withdrawal Fee	$ 26.25	**$ 27.96**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
40	Non-Resident Fee Applies to All of the Above Rates	$ 14.70	**$ 15.66**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
	Programs (Effective July 1, 2024)					
	All Facilities - Applied to all facilities unless otherwise identified					
41	Adult - Art/Music Program (1 Hour Class)	$ 5.58	**$ 6.13**	Y	9.9%	Recovery Target 35% -Aligned with market comparators
42	Adult - Dance/Fitness Program - Specialty (1 Hour Class)	$ 8.22	**$ 9.04**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
43	Adult - Dance/Fitness Program (1 Hour Class)	$ 6.89	**$ 7.58**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
44	Adult - Friday Framers Program (2 Hour Class)	$ 3.15	**$ 3.47**	N	10.0%	Recovery Target 35% -Aligned with market comparators
45	Adult - Sport Program (Non-Instructed) (2 Hour Class)	$ 6.54	**$ 7.20**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
46	Camp without trip – Camp Kidaca Base Fee (5 day)	$ 28.58	**$ 31.44**	N	10.0%	Recovery Target 35% -Aligned with market comparators
47	Camp Specialty Add-On Fee (per day)	$ 18.69	**$ 20.56**	N	10.0%	Recovery Target 35% -Aligned with market comparators
48	Camp Trip Add-On Fee (per trip)	$ 28.14	**$ 32.32**	N	14.9%	Recovery Target 35% -Adjusted based on increasing cost of bus transportation
49	Child - Home Alone Course (online)	$ 26.25	**$ 28.88**	Y	10.0%	Recovery Target 35% -Aligned with market comparators

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2024 PROPOSED USER FEES & CHARGES

Department: Healthy & Safe Communities

Division: Recreation

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50	Child - Music (Piano) (1 Hour Class)	$ 15.21	**$ 16.74**	N	10.0%	Recovery Target 35% -Aligned with market comparators
51	Child - Program (1 Hour)	$ 4.18	**$ 4.60**	N	10.0%	Recovery Target 35% -Aligned with market comparators
52	Child - Smash Volleyball League (1.5 Hour Class)	$ 10.26	**$ 11.28**	N	10.0%	Recovery Target 35% -Aligned with market comparators
53	Child - No Limit Basketball	N/A	**$ 9.40**	N	n/a	Recovery Target 35% -New item added in 2023 included in 2024 user fee report
54	High Five (PHCD) Certification (8 Hour Class - includes manual)	$ 68.97	**$ 75.87**	N	10.0%	Recovery Target 35% -Aligned with market comparators
55	Preschool - Parented Program (1 Hour Class)	$ 4.07	**$ 4.48**	N	10.1%	Recovery Target 35% -Aligned with market comparators
56	Preschool - Program (1 Hour Class)	$ 5.58	**$ 6.13**	N	9.9%	Recovery Target 35% -Aligned with market comparators
57	Senior - Dance/Fitness Program (1 Hour Class)	$ 5.51	**$ 6.06**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
58	Senior - Dance/Fitness Program - Specialty (1 Hour Class)	$ 6.58	**$ 7.24**	Y	10.1%	Recovery Target 35% -Aligned with market comparators
59	Senior - Art/Music Program (1 Hour Class)	$ 4.46	**$ 4.91**	Y	10.1%	Recovery Target 35% -Aligned with market comparators
60	Senior - Sport Program (Non-Instructed) (2 Hour Class)	$ 5.23	**$ 5.75**	Y	10.0%	Recovery Target 35% -Aligned with market comparators
61	Senior - SALC Funded Programming	N/A	**$ 3.13**	Y	n/a	Recovery Target 35% -New item added in 2023 included in 2024 user fee report
62	Special Needs (3 Hours, 12 Weeks)	$ 12.31	**$ 13.54**	N	10.0%	Recovery Target 35% -Aligned with market comparators
63	Special Needs Fitness/Cooking (3 Hours, 6 Weeks)	$ 16.66	**$ 18.33**	N	10.0%	Recovery Target 35% -Aligned with market comparators
64	Youth - Leadership (20 Hours)	N/A	**$ 51.99**	N	n/a	Recovery Target 35% -New fee - Youth leadership now a 20 hour program
65	Youth - Fitness Program (1 Hour Class)	$ 5.37	**$ 5.90**	N	9.9%	Recovery Target 35% -Aligned with market comparators
66	Late Pick-Up Fee (Per Each Half Hour)	$ 10.50	**$ 12.00**	N	14.3%	Recovery Target 35% -10% increase rounded up to nearest dollar
67	Program Unenrollment Fee	$ 5.88	**$ 6.26**	N	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
68	Withdrawal Fee (Camps)	$ 26.25	**$ 27.96**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
69	Withdrawal Fee (Registered Programs)	$ 5.88	**$ 6.26**	Y	6.5%	Recovery Target 35% -Base increase of 6.5% for 2024
70	Non-Resident Fee Applies to All of the Above Rates	$ 1.64	**$ 1.74**	Y	6.1%	Recovery Target 35% -Base increase of 6.5% for 2024

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Department: Healthy and Safe Communities

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Sports Field Rentals (Effective January 1, 2024)					
1	Field/Diamond-A (Hourly)	$ 42.08	**$ 44.82**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
2	Field/Diamond-A-Youth Affiliated (Hourly) - 50% Discount from Standard Rate	$ 21.04	**$ 22.41**	Y	6.5%	Target Recovery 35%- 50% discount from base rate
3	Field/Diamond-B (Hourly)	$ 29.22	**$ 31.13**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
4	Field/Diamond-B-Youth Affiliated (Hourly) - 50% Discount from Standard Rate	$ 14.62	**$ 15.57**	Y	6.5%	Target Recovery 35%- 50% discount from base rate
5	Field/Diamond-C (Hourly)	$ 4.98	**$ 5.64**	Y	13.3%	Target Recovery 35%- To achieve 6.5% increase on the affiliated rate an additional adjustment needed to the base rate
6	Field/Diamond-C-Youth Affiliated (Hourly) - 50% Discount from Standard Rate	$ 2.65	**$ 2.82**	Y	6.4%	Target Recovery 35%- 50% discount from base rate
7	Field-MINI (Hourly)	$ 3.43	**$ 4.23**	Y	23.3%	Target Recovery 35%- To achieve 6.5% increase on the affiliated rate an additional adjustment needed to the base rate
8	Field-MINI-Youth Affiliated (Hourly) - 50% Discount from Standard Rate	$ 1.98	**$ 2.12**	Y	6.8%	Target Recovery 35%- 50% discount from base rate
9	Class A Artificial Turf (Hourly)	$ 142.39	**$ 151.66**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
10	Class A Artificial Turf - Youth/Outdoor Affiliated (Hourly) - 50% Discount from Standard Rate	$ 71.20	**$ 75.83**	Y	6.5%	Target Recovery 35%- 50% discount from base rate
11	Class C - Pickleball 12 Court Block	N/A	**$ 63.64**	Y	n/a	Target Recovery 35%- New item added in 2023 included in 2024 user fee report
	Hall Rentals (Effective July 1, 2024)					
	Category A - Premium Community Rooms/Auditorium/Lobby					
12	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 22.83	**$ 31.84**	Y	39.5%	Target Recovery 35%- 50% discount from standard rate
13	Hourly Rate - Standard	$ 53.71	**$ 63.68**	Y	18.6%	Target Recovery 35%- Aligned with market comparators
14	Hourly Rate - Commercial/Non-Resident	$ 80.58	**$ 82.78**	Y	2.7%	Target Recovery 35%- 30% premium from standard rate
	Category B - Standard Community Rooms					
15	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 18.27	**$ 19.77**	Y	8.2%	Target Recovery 35%- 50% discount from standard rate
16	Hourly Rate - Standard	$ 39.13	**$ 39.53**	Y	1.0%	Target Recovery 35%- Aligned with market comparators
17	Hourly Rate - Commercial/Non-Resident	$ 65.23	**$ 51.39**	Y	-21.2%	Target Recovery 35%- 30% premium from standard rate
	Category C - Basic Community Rooms					
18	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 5.23	**$ 12.27**	Y	134.5%	Target Recovery 35%- 50% discount from standard rate
19	Hourly Rate - Standard	$ 15.66	**$ 24.53**	Y	56.6%	Target Recovery 35%- Aligned with market comparators
20	Hourly Rate - Commercial/Non-Resident	$ 26.10	**$ 31.89**	Y	22.2%	Target Recovery 35%- 30% premium from standard rate
	Gym Rentals (Effective July 1, 2024)					
	Category A - Premium Gym 6000 Sq Ft+ (ARC Double, WMT Double, Central, BMRC Double)					

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Department: Healthy and Safe Communities

Division: Recreation

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
21	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 39.38	**$ 42.64**	Y	8.3%	Target Recovery 35%- 50% discount from standard rate
22	Hourly Rate - Standard	$ 78.75	**$ 85.29**	Y	8.3%	Target Recovery 35%- Aligned with HWDSB rate
23	Hourly Rate - Commercial/Non-Resident	$ 118.13	**$ 127.93**	Y	8.3%	Target Recovery 35%- 50% premium from standard rate
	Category B - Gym 3500-6000Sq Ft+ (Ancaster Single, Dundas, Huntington, Bennetto, WMT Single)					
24	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 33.18	**$ 35.93**	Y	8.3%	Target Recovery 35%- 50% discount from standard rate
25	Hourly Rate - Standard	$ 66.36	**$ 71.87**	Y	8.3%	Target Recovery 35%- Aligned with HWDSB rate
26	Hourly Rate - Commercial/Non-Resident	$ 99.12	**$ 107.35**	Y	8.3%	Target Recovery 35%- 50% premium from standard rate
	Category C - Gym - 3000-3499 (BMRC single, Winona)					
27	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 16.59	**$ 17.97**	Y	8.3%	Target Recovery 35%- 50% discount from standard rate
28	Hourly Rate - Standard	$ 33.18	**$ 35.93**	Y	8.3%	Target Recovery 35%- Aligned with HWDSB rate
29	Hourly Rate - Commercial/Non-Resident	$ 49.77	**$ 53.90**	Y	8.3%	Target Recovery 35%- 50% premium from standard rate
	Parks (Effective July 1, 2024)					
30	Parks - Hamilton Pavilion (Per Booking)	$ 81.81	**$ 87.12**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
31	Parks - Hamilton (Per Booking)	$ 115.21	**$ 122.69**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
32	Parks - Hamilton (Hourly)	$ 14.40	**$ 15.34**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
33	Parks - Hamilton Premium (Per Booking)	$ 375.59	**$ 400.00**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
34	Parks - Hamilton - Wedding Ceremony/Photos (Per Booking)	$ 198.78	**$ 211.70**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
35	Parks - Special Event Exclusive Use Fee (Select Locations Only) (Per Booking)	$ 862.29	**$ 918.34**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
	Pool Rentals (Effective July 1, 2024)					
	Category A - Specialty Pools (With 2 Lifeguards) (Stoney Creek, Westmount, Valley Park)					
36	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 146.27	**$ 124.62**	Y	-14.8%	Target Recovery 35%- adjusted for market comparators
37	Hourly Rate - Standard	$ 234.03	**$ 249.25**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
38	Hourly Rate - Commercial/Non-Resident	$ 363.54	**$ 324.02**	Y	-10.9%	Target Recovery 35%- adjusted for market comparators
39	Slide Rental (Hourly)	$ 109.12	**$ 48.70**	Y	-55.4%	Target Recovery 35%- adjusted for market comparators
	Category B - Traditional Pools (With 2 Lifeguards) (All Other Facilities)					
40	Hourly Rate - Subsidized - 50% Discount from Standard Rate	$ 69.53	**$ 80.04**	Y	15.1%	Target Recovery 35%- 50% discount from standard rate
41	Hourly Rate - Standard	$ 146.27	**$ 160.08**	Y	9.4%	Target Recovery 35%- Aligned with market comparators
42	Hourly Rate - Commercial/Non-Resident	$ 234.03	**$ 208.10**	Y	-11.1%	Target Recovery 35%- adjusted for market comparators

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#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Category C - Hot/Teach Pool (With 1 Lifeguard)					
43	Hourly Rate -Subsidized - 50% Discount from Standard Rate	$ 36.73	**$ 64.03**	Y	74.3%	Target Recovery 35%- adjusted for market comparators
44	Hourly Rate - Standard	$ 80.02	**$ 128.06**	Y	60.0%	Target Recovery 35%- adjusted for market comparators
45	Hourly Rate - Commercial/Non-Resident	$ 128.04	**$ 166.48**	Y	30.0%	Target Recovery 35%- adjusted for market comparators
	Arena Floor Rates (Effective July 1, 2024)					
46	Arena Floor Hamilton (Hourly)	$ 54.74	**$ 58.29**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
47	Arena Special Event - Standard (Hourly)	$ 118.18	**$ 125.86**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
48	Arena Special Event - Commercial/Non-Resident (Per Booking)	$ 1,365.53	**$ 1,454.28**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
	Extra Rental Fees (Effective July 1, 2024)					
49	Arena Event Cleaning Charge (Per Booking)	$ 204.72	**$ 218.03**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
50	Arena Overtime (Per Booking)	$ 409.79	**$ 436.43**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
51	Field & Park - Lights (Hourly)	$ 15.21	**$ 18.00**	Y	18.4%	Target Recovery 35%
52	Field & Park - Lights - Subsidized (Hourly) - 50% Discount from Standard Rate	$ 8.45	**$ 9.00**	Y	6.5%	Target Recovery 35%- 50% discount standard rate
53	Field & Park - Lights - Key Deposit	$ 32.14	**$ 34.23**	N	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
54	Field & Park - Hydro Access Fee (Per Booking)	$ 7.10	**$ 7.56**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
55	Flat Fee Damage Charge (Per Booking)	$ 388.33	**$ 413.57**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
56	Gym/Kitchen Equipment (Hourly)	$ 11.11	**$ 11.83**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
57	Flat Fee Kitchen Sanitization	$ 67.52	**$ 71.90**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
58	Flat Fee Set-up Full Gym (Per Booking)	$ 244.93	**$ 260.85**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
59	Flat Fee Set-up Half Gym (Per Booking)	$ 122.63	**$ 130.60**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
60	Flat Fee Set-up Meeting Room (Per Booking)	$ 63.50	**$ 67.63**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
61	Parking Lot (Spot/Day) (Special Events Only)	$ 7.38	**$ 7.86**	Y	6.5%	Target Recovery 35%- Base increase of 6.5% for 2024
62	Rental Amendment	$ 5.88	**$ 6.26**	Y	6.5%	Target Recovery 100%- Base increase of 6.5% for 2024
63	Insurance Fee	$ 5.88	**$ 6.26**	Y	6.5%	Target Recovery 100%- Base increase of 6.5% for 2024
64	Staff - Monitor/Additional Staffing/Arena Staff (Hourly)	$ 29.66	**$ 35.18**	Y	18.6%	Target Recovery 100%- Adjusted for estimated staff hourly rate + benefits
65	Staff - Supervisor - Onsite/Extra Lifeguard/Waterfit Instructor (Hourly)	$ 45.02	**$ 53.09**	Y	17.9%	Target Recovery 100%- Adjusted for estimated staff hourly rate + benefits

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2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Public Health Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Inspection Fees (in addition to fees collected for Planning and/or Fire)					
1	Migrant Farm Worker Housing	$ 138.50	**$ 144.25**	Y	4.2%	100%
2	Lodging House	$ 120.35	**$ 125.66**	Y	4.4%	
3	Residential Care Facilities - annual/per bed	$ 70.80	**$ 74.34**	Y	5.0%	

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City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Public Health Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Inspection Fees (in addition to fees collected for Planning and/or Fire)					
1	Food Safety Fee - High Risk	$ 226.55	**$ 236.28**	Y	4.3%	75%
2	Food Safety Fee - Medium Risk	$ 103.54	**$ 107.96**	Y	4.3%	75%
3	Food Safety Fee - Low Risk	$ 52.21	**$ 54.87**	Y	5.1%	75%
4	Bed and Breakfast	$ 103.54	**$ 107.96**	Y	4.3%	100%
5	Refreshment Vehicle - Class A	$ 103.54	**$ 107.96**	Y	4.3%	100%
6	Refreshment Vehicle - Class B	$ 103.54	**$ 107.96**	Y	4.3%	100%
7	Refreshment Vehicle - Class C	$ 52.21	**$ 54.87**	Y	5.1%	100%
8	Tobacco Vendors - Inspection per Licence	$ 211.06	**$ 220.35**	Y	4.4%	100%
9	Electronic Cigarettes - Inspection per Licence	$ 67.70	**$ 70.80**	Y	4.6%	100%
10	Personal Services Settings Fee	$ 126.55	**$ 132.12**	Y	4.4%	75%
11	Property Status Reports (Work Orders) - No Inspection	$ 56.19	**$ 58.41**	Y	3.9%	100%
12	Funeral Home Inspection	$ 67.70	**$ 70.80**	Y	4.6%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Public Health Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Healthy Environments					
1	Special Events/Festivals - (per vendor/per event) - Inspection	$ 38.50	**$ 39.82**	Y	3.4%	Recovery set at 25% based on affordability considerations
2	Special Events Late Fee - Inspection	$ 29.20	**$ 30.09**	Y	3.0%	Recovery set at 25% based on affordability considerations

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Healthy and Safe Communities

Division: Public Health Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Healthy Environments					
1	Food Handlers Course (per person) - No Inspection	$ 56.19	**$ 58.41**	Y	3.9%	100%
2	Food Handler Training Challenge Exam - No Inspection	$ 11.06	**$ 11.55**	Y	4.4%	100%

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Engineering Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Digital Records Fee per Search	$ 31.73	**$ 33.13**	Y	4.4%	
2	Annual Login Account fee to Engineering/Consultants	$ 317.32	**$ 331.28**	Y	4.4%	
3	City Specification Manual	$ 101.65	**FREE**			Manual is free Online
4	Reports - Environmental Assessments and Master Plans	$ 16.07	**$ 16.78**	Y	4.4%	
5	Additional Digital Record Images	$ 0.11	**$ 3.00**	Y	2627.3%	Updated to reflect costs
	Intrusive Environmental Investigations on City Owned Property:					
6	General Administration Fee - Application Review by SEP	$ 281.15	**$ 293.52**	Y	4.4%	
7	General Administration Fee - Application Workplan Review by Design	$ 281.15	**$ 293.52**	Y	4.4%	
8	Agreement Preparation Fee	$ 143.00	**$ 149.29**	Y	4.4%	
9	Field Review (Utility Co-ordinator Call Out)	$ 261.05	**$ 272.54**	N	4.4%	
10	Compliance Requests	$ 113.30	**$ 118.29**	N	4.4%	
11	Lawyer Fees - Inquiries	cost + 7% admin fee	**cost + 7% admin fee**			
12	Road Cut Permit Fees (EP)	$ 640.25	**$ 668.43**	N	4.4%	
13	Municipal Consent permit fees (MC) Short Stream	$ 640.25	**$ 668.43**	N	4.4%	
14	Municipal Consent permit fees (MC) Long Stream	$ 1,280.30	**$ 1,336.63**	N	4.4%	
15	Access Permits - Commercial or Multiple Dwelling	$ 130.95	**$ 136.71**	N	4.4%	
16	Overland Permit Annual - Overdimensional	$ 311.10	**$ 324.79**	N	4.4%	
17	Overload Permit Annual- Per tonne Overweight	$ 225.10	**$ 235.01**	N	4.4%	
18	Administration Invoice Processing Fee	$ 70.44	**$ 73.54**	Y	4.4%	
19	Overload Permit Single Trip	$ 155.55	**$ 162.39**	N	4.4%	
20	Encroachments on Road Allowance - Application Fee (excludes Outdoor Boulevard Cafes)	$ 353.39	**$ 368.94**	Y	4.4%	
21	Encroachments - Annual Fee (excludes Outdoor Boulevard Cafes and Areaways)	$ 68.12	**$ 71.12**	Y	4.4%	
22	Encroachments - Outdoor Blvd. Cafes - Application Fee	$ 1,717.77	**$ 1,793.35**	Y	4.4%	
23	Encroachments - Temporary ROW Use	$ 122.80	**$ 128.20**	Y	4.4%	
24	Encroachments - Compliance Requests & Discharge Agreements	$ 113.28	**$ 118.27**	Y	4.4%	
25	Active Encroachments - Annual Fee - Utility Corridors	Cost + 7%	**Cost + 7%**			
26	Permanent Road Closure Application Fee	$ 5,048.65	**$ 5,270.79**	N	4.4%	Additional charges applicable for cost of Environmental Assessment and Advertising
27	Formal Consultation for Permanent Road/Alley Closure & ROW Project Application Fee	$ 1,145.00	**$ 1,195.38**	N	4.4%	
28	Temporary Lane Occupancy	$ 56.70	**$ 59.20**	N	4.4%	
29	Temporary Sidewalk & Boulevard Occupancy	$ 122.80	**$ 128.20**	N	4.4%	
30	Temporary Road Closure - Special Events & Filming	$ 747.95	**$ 300.00**	N	-59.9%	Adjusted to reflect estimated cost
31	Temporary Full Road Closure	$ 1,607.65	**$ 1,678.39**	N	4.4%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Environmental Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Mum Show Admissions - Adult (13 - 54 years old)	$ 7.08	**$ 8.33**	Y	17.7%	60%
2	Mum Show Admissions - Seniors (55+ years old) and Children (6 - 12 years old)	$ 6.20	**$ 7.42**	Y	19.7%	60%
3	Mum Show Admissions - Family Rate (2 Adults, 2 Children)	$ 20.35	**$ 22.45**	Y	10.3%	60%
4	Mum Show Admissions - Week Pass	$ 21.25	**$ 23.45**	Y	10.4%	60%
5	Mum Show Admissions - Tour Group (20 people)	$ 106.19	**$ 114.65**	Y	8.0%	60%
6	Mum Show School Tour - Full Class	$ 106.19	**$ 114.65**	Y	8.0%	60%
7	Floral Show Marketplace Vendor Rental (12' by 6') / per day - minimum of 5 days	na	**$ 37.50**	Y	na	
8	Floral Show Café Vendor Rental (12' by 12') / per day - minimum of 5 days	na	**$ 37.50**	Y	na	
9	Roadway tree trimming - per tree	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
10	Work done for others Forestry - Priced per job	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
11	New Development Tree Installation (and minimum replacement value of tree)	$ 695.79	**$ 726.40**	Y	4.4%	
	Permit for work performed on, in or under a public tree (#10-#11):					
12	- Minor: small scale project not requiring review of a Tree Management Plan	$ 59.20	**$ 65.12**	Y	10.0%	
13	- Major: larger scale project requiring review of a Tree Management Plan	$ 295.76	**$ 325.34**	Y	10.0%	
14	Removal of a public tree for a private individual or entity	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
15	"Loss of Canopy calculations using the Trunk Formula technique from the Guide for Plant Appraisal, 10th Edition"	Full Cost Recovery + 10% Admin	**Full Cost Recovery + 10% Admin**			
16	Wedding photos in Greenhouse - before 5 pm (2 hour block)	$ 251.00	**$ 262.04**	Y	4.4%	
17	Wedding photos in Greenhouse - after 5 pm (2 hour block)	$ 334.00	**$ 348.70**	Y	4.4%	
18	Work done for others by Horticulture - Priced per job	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
19	Gage Park Electronic Sign (Programming)	$ 111.50	**$ 116.41**	Y	4.4%	
20	Gage Park Tropical Greenhouse Rental - half day (4 hrs.) between 9am and 5pm	$ 369.00	**$ 391.14**	Y	6.0%	
21	Gage Park Tropical Greenhouse Rental - full day (7 hrs.) between 9am and 5pm	$ 520.00	**$ 551.20**	Y	6.0%	
22	Gage Park Tropical Greenhouse Rental - Evening between 5pm and 11pm.	$ 625.00	**$ 662.50**	Y	6.0%	
23	Park/Pavilion Rental - Bleacher Rental - First Day**	$ 596.28	**$ 622.52**	Y	4.4%	N/A
24	Park/Pavilion Rental - Bleacher Rentals - Additional Days**	$ 399.25	**$ 416.82**	Y	4.4%	N/A
25	Work done for others by Parks Maintenance - Priced per Job	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
26	Park amenity donation - Priced per job Commemorative Program	Full Cost Recovery	**Full Cost Recovery**			

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Environmental Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
27	Temporary Parks Construction Access Permit Application Fee - per application	$ 195.00	**$ 203.58**	N	4.4%	N/A
28	Cost to Repair Damage	Full Cost Recovery	**Full Cost Recovery**			
29	Temporary Parks Access Permit Security Deposit - per application	$ 1,000.00	**$ 1,000.00**	N	0.0%	N/A
30	Stage Rental -Priced per job	Full Cost Recovery	**Full Cost Recovery**			
31	Per parking space per day	$ 17.00	**$ 17.75**	Y	4.4%	N/A
32	Fence Cost Share Program - Application Fee	$ 195.00	**$ 203.58**	Y	4.4%	N/A
33	Parks Director Consent Permit		**$ 50.00**	Y	N/A	N/A
	** In addition to the fees noted with a **, users pay 100% of the cost of delivery, set-up and takedown of bleachers					

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Environmental Services - Cemeteries

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Interment of an Adult at Standard Depth (6-ft)	$ 1,210.00	**$ 1,265.00**	Y	4.5%	
2	Interment of an Adult at Double Depth (8-ft)	$ 1,505.00	**$ 1,570.00**	Y	4.3%	
3	Entombment in a Mausoleum Crypt - includes sealing	$ 720.00	**$ 750.00**	Y	4.2%	
4	Interment of a Child - Stillborn - Case up to 24"	$ 250.00	**$ 260.00**	Y	4.0%	
5	Interment of a Child - Case 25" to 72" - Standard Depth (6-ft)	$ 750.00	**$ 785.00**	Y	4.7%	
6	Interment of a Child - Case 25" to 72" - Double Depth (8-ft)	$ 1,010.00	**$ 1,055.00**	Y	4.5%	
7	Interment of Cremated Remains - Urn Garden Grave	$ 485.00	**$ 505.00**	Y	4.1%	
8	Interment of Cremated Remains - Columbarium Niche	$ 410.00	**$ 430.00**	Y	4.9%	
9	Interment of Cremated Remains - Ceremonial (Woodland Only)	$ 410.00	**$ 430.00**	Y	4.9%	
10	Interment - Second set of cremated remains with another burial	$ 110.00	**$ 115.00**	Y	4.5%	
11	Interment Rights purchased before January 1, 1955 - Care & Maintenance	$ 260.00	**$ 270.00**	Y	3.8%	
12	Interment Late Fee (for Funeral arriving > 30 minutes after ETA)	$ 220.00	**$ 230.00**	Y	4.5%	
13	Surcharge for Cremated Remains Internment with Urn Vault	$ 110.00	**$ 115.00**	Y	4.5%	
14	Surcharge for Interment on Saturday - Traditional Burial - 8:30am to 11:00am	$ 890.00	**$ 930.00**	Y	4.5%	
15	Surcharge for Interment on Saturday - Cremated Remains - 8:30am to 11:00am	$ 700.00	**$ 730.00**	Y	4.3%	
16	Surcharge for Interment on Sundays, Statutory, Non-Statutory and Civic Holiday - Traditional Burial - 8:30am to 11:30am	$ 2,280.00	**$ 2,380.00**	Y	4.4%	
17	Surcharge for Interment on Sundays, Statutory, Non-Statutory and Civic Holiday - Cremated Remains - 8:30am to 11:30am	$ 1,540.00	**$ 1,610.00**	Y	4.5%	
18	Interment - Lowering: Adult - from 6ft to 8 ft - Shell	$ 4,490.00	**$ 4,690.00**	Y	4.5%	
19	Interment - Lowering: Adult - from 6ft to 8 ft - Vault or Crypt	$ 3,745.00	**$ 3,910.00**	Y	4.4%	
20	Interment - Lowering: Child - from 6ft to 8 ft - Shell	$ 1,960.00	**$ 2,045.00**	Y	4.3%	
21	Interment - Lowering: Child - from 6ft to 8 ft - Vault or Crypt	$ 1,630.00	**$ 1,700.00**	Y	4.3%	
22	Interment - Scattering (Woodland Tranquility Gardens and Mount Hamilton Natural Burial Section only) - includes $25.00 Care and maintenance fee as per Bereavement Authority of Ontario (BAO)	$ 435.00	**$ 455.00**	Y	4.6%	
23	Interment - Scattering + Memorialization (Woodland Tranquility Gardens and Mount Hamilton Natural Burial Section only) - includes $25.00 care and maintenance fee as per BAO	$ 700.00	**$ 730.00**	Y	4.3%	
24	Interment - Removal: Adult - 6-ft No Outer Container (Shell)	$ 3,995.00	**$ 4,170.00**	Y	4.4%	
25	Interment - Removal: Adult - 8-ft No Outer Container (Shell)	$ 4,995.00	**$ 5,215.00**	Y	4.4%	
26	Interment - Removal: Adult - 6-ft Outer Container (Vault or Crypt)	$ 3,230.00	**$ 3,370.00**	Y	4.3%	
27	Interment - Removal: Adult - 8-ft Outer Container (Vault or Crypt)	$ 3,955.00	**$ 4,130.00**	Y	4.4%	
28	Interment - Removal: Child - 6-ft No Outer Container (Shell)	$ 1,190.00	**$ 1,240.00**	Y	4.2%	
29	Interment - Removal: Child - 8-ft No Outer Container (Shell)	$ 1,600.00	**$ 1,670.00**	Y	4.4%	
30	Interment - Removal: Child - 6-ft Outer Container (Vault or Crypt)	$ 955.00	**$ 995.00**	Y	4.2%	
31	Interment - Removal: Child - 8-ft Outer Container (Vault or Crypt)	$ 1,465.00	**$ 1,530.00**	Y	4.4%	
32	Disinterment of Cremated Remains - Urn Garden Grave	$ 485.00	**$ 505.00**	Y	4.1%	
33	Disinterment of Cremated Remains - Columbarium Niche	$ 410.00	**$ 430.00**	Y	4.9%	
34	Lot Sale - Singles-in-a-Row (At Need Only)	$ 1,295.00	**$ 1,350.00**	Y	4.2%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Environmental Services - Cemeteries

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
35	Lot Sale - Single Flat Marker Only	$ 2,300.00	**$ 2,400.00**	Y	4.3%	
36	Lot Sale- Green/Natural Section	$ 2,375.00	**$ 2,480.00**	Y	4.4%	
37	Lot Sale - Single Monument Lot	$ 3,015.00	**$ 3,150.00**	Y	4.5%	
38	Lot Sale - Two Grave Flat Marker Only	$ 4,600.00	**$ 4,800.00**	Y	4.3%	
39	Lot Sale - Three Grave Flat Marker Only	$ 6,900.00	**$ 7,205.00**	Y	4.4%	
40	Lot Sale- Four Grave Flat Marker Only	$ 9,200.00	**$ 9,605.00**	Y	4.4%	
41	Lot Sale - Two Grave Monument	$ 4,800.00	**$ 5,010.00**	Y	4.4%	
42	Lot Sale - Three Grave Monument	$ 7,200.00	**$ 7,515.00**	Y	4.4%	
43	Lot Sale - Four Grave Monument	$ 9,600.00	**$ 10,020.00**	Y	4.4%	
44	Lot Sale - Veteran's Grave Section 18 - Woodland Only	$ 1,145.00	**$ 1,195.00**	Y	4.4%	
45	Lot Sale - Child: Stillborn - Case up to 24": C&M Portion	$ 175.00	**$ 185.00**	Y	5.7%	
46	Lot Sale - Child 72"	$ 570.00	**$ 595.00**	Y	4.4%	
47	Lot Sale - Mausoleum Crypt	$ 3,295.00	**$ 3,440.00**	Y	4.4%	
48	Lot Sale - Cremation Urn Garden Grave	$ 1,110.00	**$ 1,160.00**	Y	4.5%	
49	Lot Sale - Green/Natural Section - Cremation Grave	$ 1,110.00	**$ 1,160.00**	Y	4.5%	
50	Lot Sale - Cremation Urn Garden Grave - (Woodland and Premium)	$ 1,465.00	**$ 1,530.00**	Y	4.4%	
51	Lot Sale - Cremation Urn Garden Grave - (with monument privileges)	$ 1,700.00	**$ 1,775.00**	Y	4.4%	
52	Lot Sale - Garden Stone interment right	$ 1,465.00	**$ 1,530.00**	Y	4.4%	
53	Lot Sale - Two Grave 6ft Burials Sections ONLY	$ 3,560.00	**$ 3,715.00**	Y	4.4%	
54	Lot Sale - Two Grave Monument (Woodland Sec 14)	$ 6,850.00	**$ 7,150.00**	Y	4.4%	
55	Lot Sale - Three Grave Monument (Woodland Sec 14)	$ 10,275.00	**$ 10,725.00**	Y	4.4%	
56	Lot Sale - Four Grave Monument (Woodland Sec 14)	$ 13,700.00	**$ 14,305.00**	Y	4.4%	
57	Niche Sale - Bronze Wreath Plaque	$ 3,260.00	**$ 3,405.00**	Y	4.4%	
58	Niche Sale - Monument engraved plaque	$ 2,590.00	**$ 2,705.00**	Y	4.4%	
59	Niche Sale - Ceremonial (Woodland only)	$ 1,855.00	**$ 1,935.00**	Y	4.3%	
60	Niche Sale - Lower Level (Rows 1, 2, 6)	$ 2,390.00	**$ 2,495.00**	Y	4.4%	
61	Niche Sale - Upper Level (Rows 3-5)	$ 3,155.00	**$ 3,295.00**	Y	4.4%	
62	Niche Sale - Woodland Tranquility Gardens - Rows 3, 4 (bottom) and Hamilton Cemetery Columbarium Number Two - Rows 1, 2, 6	$ 5,650.00	**$ 5,900.00**	Y	4.4%	
63	Niche Sale - Woodland Tranquility Gardens - Rows 1, 2 (top) and Hamilton Cemetery Columbarium Number Two - 3, 4, 5	$ 6,230.00	**$ 6,505.00**	Y	4.4%	
64	Bronze Plaque (10" x 10") - Woodland Tranquility Gardens and Hamilton Cemetery Columbarium Number Two Niches ONLY	$ 850.00	**$ 885.00**	Y	4.1%	
65	Niche Sale - Premium (Row 1,2,6)(Hamilton Cemetery Columbarium Number One)	$ 4,310.00	**$ 4,500.00**	Y	4.4%	
66	Niche Sale - Premium (Row3,4,5) (Hamilton Cemetery Columbarium Number One)	$ 5,135.00	**$ 5,360.00**	Y	4.4%	
67	Interment Rights - for Cremation Bench Location	$ 2,780.00	**$ 2,900.00**	Y	4.3%	
68	Cremation Bench - for use with purchased Interment Rights	Starting from $6110	**Starting from $6380**			
69	Non-Resident Surcharge for All Cemetery Services = 25% + HST		**$ 0.25**			

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Environmental Services - Cemeteries

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
70	Markers and Foundations - Concrete Foundation Pouring - per square inch of surface area to a depth of 5-ft	$ 148.00	**$ 155.00**	Y	4.7%	
71	Markers and Foundations - Foundation Removal Fee	Full Cost Recovery	**Full Cost Recovery**			
72	Markers and Foundations - Marker Setting Fee: 12" x 10" - Flat Marker (No C&M)	$ 175.00	**$ 185.00**	Y	5.7%	
73	Markers and Foundations - Marker Setting Fee: Child's 18" x 14" Flat Marker (Plus C&M)	$ 195.00	**$ 205.00**	Y	5.1%	
74	Markers and Foundations - Marker Setting Fee: All other size Flat Marker - maximum size 24" x 18" (Plus C&M)	$ 275.00	**$ 285.00**	Y	3.6%	
75	Markers and Foundations - Marker Setting Fee: DVA Flat Marker: plus C&M	$ 235.00	**$ 245.00**	Y	4.3%	
76	Markers and Foundations - Marker Setting Fee: Bronze Vase	$ 275.00	**$ 285.00**	Y	3.6%	
77	Markers and Foundations - Marker Setting Fee: DVA Upright Marker: plus C&M	$ 210.00	**$ 220.00**	Y	4.8%	
78	Care & Maintenance - Flat Marker (173 inches or greater)	$ 100.00	**$ 100.00**	Y	0.0%	
79	Care & Maintenance - DVA Flat Marker	$ 100.00	**$ 100.00**	Y	0.0%	
80	Care & Maintenance - Small Foundations (up to 38" x 14" or 532 sq. inches)	$ 200.00	**$ 200.00**	Y	0.0%	
81	Care & Maintenance - Large Foundations (greater than 532 sq. inches)	$ 400.00	**$ 400.00**	Y	0.0%	
82	Care & Maintenance - DVA Upright Marker	$ 200.00	**$ 200.00**	Y	0.0%	
83	BAO Oversight Fee - effective July 1, 2023	$ 30.00	**$ 30.00**	Y	0.0%	
84	Columbarium Niche Bronze Plaque	$ 995.00	**$ 1,040.00**	Y	4.5%	
85	Columbarium Niche Bronze Plaque - Date scroll	$ 170.00	**$ 175.00**	Y	2.9%	
86	Columbarium Niche - Companion Vase (Bronze)	$ 225.00	**$ 235.00**	Y	4.4%	
87	Ceremonial Bronze Plaque	$ 525.00	**$ 550.00**	Y	4.8%	
88	Merchandise / Miscellaneous Services - Flower Beds - Supply, install & maintain Flower Bed - per grave to a maximum of three graves	$ 675.00	**$ 705.00**	Y	4.4%	
89	Merchandise / Miscellaneous Services - Duplicate Deed/Interment Rights Certificate/Transfer of Rights (copy)	$ 35.00	**$ 37.00**	Y	5.7%	
90	Merchandise / Miscellaneous Services - Genealogical Research	$ 45.00	**$ 45.00**	Y	0.0%	
91	Merchandise / Miscellaneous Services - Memorial Tree Planting (12"x10" stone; 6"x8" bronze plaque)	$ 1,350.00	**$ 1,410.00**	Y	4.4%	
92	Merchandise / Miscellaneous Services - Memorial Tree Planting (14" X 14" stone; inscription)	$ 1,620.00	**$ 1,690.00**	Y	4.3%	
93	Merchandise / Miscellaneous Services - Memorial Bench (bench; 8" x 5" bronze plaque with 3 lines)	$ 2,400.00	**$ 2,505.00**	Y	4.4%	
94	Merchandise / Miscellaneous Services - Temporary Marker (permitted for up to one year)	$ 120.00	**$ 125.00**	Y	4.2%	
95	Merchandise / Miscellaneous Services - Columbarium Plaque or Vase Installation	$ 175.00	**$ 185.00**	Y	5.7%	
96	Outer Container - Concrete Crypt - Youth	$ 875.00	**$ 915.00**	Y	4.6%	
97	Outer Container - Concrete Crypt - Intermediate	$ 975.00	**$ 1,020.00**	Y	4.6%	
98	Outer Container - Concrete Crypt - Oversize	$ 1,195.00	**$ 1,250.00**	Y	4.6%	
99	Temporary Access Permit from Cemetery Lands onto Private Property	$ 195.00	**$ 205.00**	Y	5.1%	
100	Temporary Access Permit deposit (returned if no damage incurred)	$ 1,000.00	**$ 1,000.00**	Y	0.0%	
101	Administrative Fee: Third Party Resale and/or Property Exchange; Family Authorization Fee	$ 265.00	**$ 275.00**	Y	3.8%	
102	Tent Rental 10'x10' per use and Chair Rental 4 chairs per use	$ 280.00	**$ 290.00**	Y	3.6%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Environmental Services - Cemeteries

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
103	Vaults - Various: Starting Prices	$ 1,500.00	**$ 1,565.00**	Y	4.3%	
104	Urn Vaults - Various: Starting Prices	$ 1,025.00	**$ 1,070.00**	Y	4.4%	
105	Inscription Dateline: Flat Charge	$ 350.00	**$ 365.00**	Y	4.3%	
106	Additional Charge per letter	$ 8.00	**$ 9.00**	Y	12.5%	
107	Monument/Marker cleaning - Various: Starting Prices	$ 395.00	**$ 410.00**	Y	3.8%	
108	Repainting of letters on monument/marker - Various: Starting Prices	$ 395.00	**$ 410.00**	Y	3.8%	
109	Urns - Various: Starting Prices	$ 320.00	**$ 335.00**	Y	4.7%	
110	Porcelain Pictures - black and white	$ 360.00	**$ 375.00**	Y	4.2%	
111	Porcelain Pictures - colour	$ 410.00	**$ 430.00**	Y	4.9%	
112	Vigil Lights - Various: Starting Prices	$ 800.00	**$ 835.00**	Y	4.4%	
113	Turf Repair fee	Full Cost Recovery	**Full Cost Recovery**			
114	Green/Natural Section Memorialization	$ 675.00	**$ 705.00**	Y	4.4%	
115	Access Fee - for Photo shoots, birdwatching etc. - per day	$ 15.00	**$ 16.00**	Y	6.7%	
116	Outside Inscription & Memorial Application, Documentation & Inspection & Staking Fees - Inscription only	$ 30.00	**$ 32.00**	Y	6.7%	
117	Outside Inscription & Memorial Application, Documentation & Inspection & Staking Fees - Flat Memorial	$ 60.00	**$ 63.00**	Y	5.0%	
118	Outside Inscription & Memorial Application, Documentation & Inspection & Staking Fees - Upright Memorial	$ 115.00	**$ 120.00**	Y	4.3%	
119	Garden Stones (24 x 24 X 16) (stone/carving/delivery)	$ 2,700.00	**$ 2,820.00**	Y	4.4%	
120	Shrub removal - less than 4 ft tall	$ 40.00	**Full Cost Recovery**	Y	N/A	
121	Private Columbarium Unit	starting from $5200	**starting at $5,430**			
122	Internment Right - for Private Columbarium Unit	$ 2,450.00	**$ 2,560.00**	Y	4.5%	
123	Shrub removal - 4ft tall or larger	$ 100.00	**Full Cost Recovery**	Y	N/A	
124	Interment on Sunday - Traditional Burial or Created Remains - Only on Approval of Appropriate Authority		**Full Cost Recovery**			
125	Vase on Monument - Mt Hamilton (Includes, vase, plaque and setting)	$ 645.00	**$ 675.00**	Y	4.7%	
126	Columbarium Plaque Engraving	$ 410.00	**$ 430.00**	Y	4.9%	
127	Custom Emblem for Vet's Monument	$ -	**$ 80.00**	Y	100.0%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Waste Management

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Non-Residential Recycling Blue Box Container	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
2	Non-Residential Recycling Blue Carts	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
3	Non-Residential Green Cart	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
4	Non-Residential Kitchen "Mini-bin" Organics Container	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
	Waste Management Per Event Fee for Non-Funded Festivals and Events (#5-#11):					
5	- Recycling (up to 25 barrels)	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
6	- Garbage - per roll off bin (plus tipping fees)	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
7	- Organics (up to 25 green carts)	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
8	- Administrative Fee per event	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
9	- Recycling Containers - replacement of damaged blue barrels	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
10	- Organics Containers - replacement of damaged green carts	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
11	- Garbage Containers - replacement of damaged containers	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
12	Waste Removal - Non Compliance Fee (plus tipping fees)	$ 380.68	**$ 397.43**	Y	4.4%	
13	Backyard Composters	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
14	Tipping Fee per 100 kilograms	$ 12.50	**$ 13.42**	N	7.4%	
15	Minimum Vehicle Fee, residential customers	$ 10.50	**$ 11.00**	N	4.8%	
	Deposit Fees at Transfer Stations (#16-#20):					
16	- 0-2500kg	$ 50.00	**$ 50.00**	N	0.0%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Waste Management

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
17	- 2501-3000 kg	$ 100.00	**$ 100.00**	N	0.0%	
18	- 3001-6000 kg	$ 200.00	**$ 200.00**	N	0.0%	
19	- 6001-9000 kg	$ 300.00	**$ 300.00**	N	0.0%	
20	- Over 9000 kg	$ 400.00	**$ 400.00**	N	0.0%	
21	Impacted Soil Fee (per tonne)	$ 12.85	**$ 13.42**	Y	4.4%	
22	Waste Site Searches	$ 50.00	**$ 52.20**	Y	4.4%	
23	Special Event Waste Containers - replacement of damaged containers or equipment	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
	Fees charged for inspection carried out by the City resulting from non-compliance with any City by-law:					
24	Initial inspection	$ 320.28	**$ 334.37**	Y	4.4%	
25	Subsequent inspection	$ 164.27	**$ 171.50**	Y	4.4%	
26	Fee for Commercial Vehicles possessing a signed affidavit transporting Waste for personal use. One trip per month (for the first 100 kg)	$ 10.50	**$ 11.00**	N	4.8%	
27	Corporate Profile Report and Deed & Abstract Reports	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
	Municipal Law Enforcement Service Administration:					
28	Administration Fee for processing fees related to the Initial and Subsequent fees charged for inspection carried out by the City resulting from non-compliance with any City by-law and Waste Removal - Non Compliance Fee (plus tipping fee)	$ 105.54	**$ 110.18**	Y	4.4%	
29	Administration Fee for request for file review	$ 39.46	**$ 41.20**	Y	4.4%	
30	Weight verification	$ 5.39	**$ 5.63**	N	4.4%	
31	P.I.N. Property Search	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	
32	Waste Management Plan Waste Management Plan Review Fee	Full Cost Recovery + 10% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	Y	N/A	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Transportation

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Damage to Traffic Property (i.e.. Traffic posts, traffic signs, signal poles) Priced per job. Direct job costs	Cost + 7% Admin Fee	**Full Cost Recovery + 10% Admin Fee**	N	N/A	
2	Banner/Sign Fabricating - external requests - Priced per Job	Cost + 7% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
3	Municipal Numbering Fees - Full installation by City Forces	$ 203.09	**$ 228.00**	N	12.3%	100% Cost Recovery
4	Municipal Numbering Fees - Materials for Homeowner Installation (including delivery)	$ 35.96	**$ 70.00**	N	94.6%	100% Cost Recovery
5	Traffic Signal Timing Plans - Inquiries	$ 287.71	**$ 475.00**	Y	65.1%	100% Cost Recovery
6	Traffic Signal Timing Plans - Drawings	$ 67.70	**$ 134.66**	Y	98.9%	100% Cost Recovery
7	Traffic Count Fee - provision of count data on file, on request	$ 73.41	**$ 230.00**	Y	213.3%	100% Cost Recovery
8	Traffic Warning Boards - install and remove	Cost + 7% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
9	Traffic Signs - remove and replace	Cost + 7% Admin Fee	**Full Cost Recovery + 10% Admin Fee**			
10	Publication Box Permit - Initial Fee	$ 55.00	**$ 57.42**	N	4.4%	100% Cost Recovery
11	Publication Box Annual Permit Renewal	$ 37.02	**$ 38.65**	N	4.4%	100% Cost Recovery
12	Culvert Installation - Roads - Priced per job	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
13	Culvert Installation - Inspection Only - Priced per job	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
14	Repair-Replace Property on City Roads - Priced per job	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
15	Approach Ramp Installation	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
16	Personal Item Retrieval (Catch Basin Retrieval)	$ 123.76	**$ 129.20**	N	4.4%	100% Cost Recovery
17	Street Flushing/Sweeping/Mud-Tracking - Developers - Priced per job	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
18	Snow Removal - Public School Board - Sidewalks - Cost Actuals	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
19	Snow Removal - Separate School Board - Sidewalks - Cost Actuals	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Transportation

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
20	Temporary Road Access Permit Application Fee - per application	$ 130.10	**$ 135.83**	N	4.4%	100% Cost Recovery
21	Temporary Road Access Permit Security Deposit - per application	$ 1,111.68	**$ 1,160.60**	N	4.4%	100% Cost Recovery
22	Street Lighting Subdivision Review and Evaluation Fee	$ 6,928.20	**$ 7,233.04**	Y	4.4%	100% Cost Recovery
23	Banner Installations - Main Street West	$ 354.34	**$ 395.83**	Y	11.7%	100% Cost Recovery
24	Banner Installations - King Street West (Dundas)	Full Cost Recovery	**Full Cost Recovery + 10% Admin Fee**			
25	Removal of Encroachment from the Road Allowance		**Full Cost Recovery + 10% Admin Fee**			New Fee
26	Current Signal Timing Parameters		**$ 175.00**	Y		100% Cost Recovery
27	Development Signage Installation Fees - 1 Leg Stop Sign		**$ 450.00**	Y		100% Cost Recovery
28	Development Signage Installation Fees - 2 Leg Stop Sign		**$ 900.00**	Y		100% Cost Recovery
29	Development Signage Installation Fees - 3 Leg Stop Sign		**$ 1,300.00**	Y		100% Cost Recovery
30	Development Signage Installation Fees - 4 Leg Stop Sign		**$ 1,800.00**	Y		100% Cost Recovery
31	Development Signage Installation Fees - Street Name Signs		**$ 1,800.00**	Y		100% Cost Recovery
32	Development Signage Installation Fees - Gateway Signs (40KM Signage)		**$ 450.00**	Y		100% Cost Recovery
33	Development Signage Installation Fees - Neighborhood Traffic Circles		**$ 7,500.00**	Y		100% Cost Recovery
34	Development Signage Installation Fees - Roundabouts		**$ 15,500.00**	Y		100% Cost Recovery

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Community Sport Programming					
1	Adults & Non-affiliated Youth (Hourly)	$ 144.45	**$ 150.80**	Y	4.4%	
2	Youth Affiliated (Hourly)	$ 72.30	**$ 75.50**	Y	4.4%	
3	Lights when required (Hourly)	Negotiable	**Negotiable**			
	Amateur Sport Events - Spectator Events					
	(not-for-profit and charitable organizations)					
4	Lower Bowl - west side only per Hour	$ 141.55	**$ 147.80**	Y	4.4%	
5	Upper & Lower Bowl - west side only (Daily)**	$ 5,394.45	**$ 5,631.80**	Y	4.4%	
6	Full Stadium (Daily)**	$ 8,091.70	**$ 8,447.75**	Y	4.4%	
7	Lights when required (Hourly)	Negotiable	**Negotiable**			
	Corporate Gatherings/Professional Sports					
8	Field of Play Use - No Spectators (Daily) **	$ 5,394.45	**$ 5,631.80**	Y	4.4%	
9	Upper & Lower Bowl - west side only (Daily)**	$ 10,788.95	**$ 11,263.65**	Y	4.4%	
10	Full Stadium (Daily)**	$ 16,183.40	**$ 16,895.45**	Y	4.4%	
	Community Room Rentals - Level 1					
	Room 1E501 - Alumni Room (1,800 sq ft.)					
11	Commercial/Non-resident (Hourly)	$ 144.65	**$ 151.00**	Y	4.4%	
12	Resident (Hourly)	$ 86.80	**$ 90.60**	Y	4.4%	
13	Community Group (Hourly)	$ 40.55	**$ 42.35**	Y	4.4%	
14	Affiliate Group (Hourly)	$ 29.05	**$ 30.35**	Y	4.5%	
15	Cleaning Cost (Per Booking)	$ 17.40	**$ 18.15**	Y	4.3%	
	Caretaker's Club (Soccer Warm-up Area) (Hourly Rate)					
16	Commercial/Non-resident (Hourly) **	$ 144.65	**$ 151.00**	Y	4.4%	
17	Resident (Hourly) **	$ 86.80	**$ 90.60**	Y	4.4%	
18	Community Group (Hourly) **	$ 40.55	**$ 42.35**	Y	4.4%	
19	Affiliate Group (Hourly) **	$ 29.05	**$ 30.35**	Y	4.5%	
20	Cleaning Cost (Per Booking)	$ 35.20	**$ 36.75**	Y	4.4%	
	Green Rooms 1 (Hourly Rate)					

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
21	Commercial/Non-resident (Hourly) **	$ 51.85	**$ 54.15**	Y	4.4%	
22	Resident (Hourly) **	$ 20.75	**$ 21.65**	Y	4.3%	
23	Community Group (Hourly) **	$ 14.50	**$ 15.15**	Y	4.5%	
24	Affiliate Group (Hourly) **	$ 10.35	**$ 10.80**	Y	4.3%	
25	Cleaning Cost (Per Booking)	$ 52.35	**$ 54.65**	Y	4.4%	
	Green Rooms 2 (Hourly Rate)					
26	Commercial/Non-resident (Hourly) **	$ 23.00	**$ 24.00**	Y	4.3%	
27	Resident (Hourly) **	$ 13.80	**$ 14.40**	Y	4.3%	
28	Community Group (Hourly) **	$ 10.10	**$ 10.55**	Y	4.5%	
29	Affiliate Group (Hourly) **	$ 8.05	**$ 8.40**	Y	4.3%	
30	Cleaning Cost (Per Booking)	$ 26.05	**$ 27.20**	Y	4.4%	
	Green Rooms 3 (Hourly Rate)					
31	Commercial/Non-resident (Hourly) **	$ 23.00	**$ 24.00**	Y	4.3%	
32	Resident (Hourly) **	$ 13.80	**$ 14.40**	Y	4.3%	
33	Community Group (Hourly) **	$ 10.10	**$ 10.55**	Y	4.5%	
34	Affiliate Group (Hourly) **	$ 8.05	**$ 8.40**	Y	4.3%	
35	Cleaning Cost (Per Booking)	$ 26.05	**$ 27.20**	Y	4.4%	
	Change Rooms 1 (Hourly Rate)					
36	Commercial/Non-resident (Hourly) **	$ 25.95	**$ 27.10**	Y	4.4%	
37	Resident (Hourly) **	$ 15.55	**$ 16.25**	Y	4.5%	
38	Community Group (Hourly) **	$ 10.35	**$ 10.80**	Y	4.3%	
39	Affiliate Group (Hourly) **	$ 7.80	**$ 8.15**	Y	4.5%	
40	Cleaning Cost (Per Booking)	$ 34.70	**$ 36.25**	Y	4.5%	
	Change Rooms 2 (Hourly Rate)					
41	Commercial/Non-resident (Hourly) **	$ 25.95	**$ 27.10**	Y	4.4%	
42	Resident (Hourly) **	$ 15.55	**$ 16.25**	Y	4.5%	
43	Community Group (Hourly) **	$ 10.35	**$ 10.80**	Y	4.3%	
44	Affiliate Group (Hourly) **	$ 7.80	**$ 8.15**	Y	4.5%	
45	Cleaning Cost (Per Booking)	$ 52.00	**$ 54.30**	Y	4.4%	
	Change Rooms 3 (Hourly Rate)					
46	Commercial/Non-resident (Hourly) **	$ 25.95	**$ 27.10**	Y	4.4%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
47	Resident (Hourly) **	$ 15.55	**$ 16.25**	Y	4.5%	
48	Community Group (Hourly) **	$ 10.35	**$ 10.80**	Y	4.3%	
49	Affiliate Group (Hourly) **	$ 7.80	**$ 8.15**	Y	4.5%	
50	Cleaning Cost (Per Booking)	$ 34.70	**$ 36.25**	Y	4.5%	
	Change Rooms 4 (Hourly Rate)					
51	Commercial/Non-resident (Hourly) **	$ 25.95	**$ 27.10**	Y	4.4%	
52	Resident (Hourly) **	$ 15.55	**$ 16.25**	Y	4.5%	
53	Community Group (Hourly) **	$ 10.35	**$ 10.80**	Y	4.3%	
54	Affiliate Group (Hourly) **	$ 7.80	**$ 8.15**	Y	4.5%	
55	Cleaning Cost (Per Booking)	$ 34.70	**$ 36.25**	Y	4.5%	
	Community Room Rentals - Level 2					
	Room 2W 600 - City Lounge (1,625 sq ft.)					
56	Commercial/Non-resident (Hourly)	$ 60.20	**$ 62.85**	Y	4.4%	
57	Resident (Hourly)	$ 36.20	**$ 37.80**	Y	4.4%	
58	Community Group (Hourly)	$ 16.90	**$ 17.65**	Y	4.4%	
59	Affiliate Group (Hourly)	$ 12.10	**$ 12.65**	Y	4.5%	
60	Cleaning Cost (Per Booking)	$ 52.85	**$ 55.20**	Y	4.4%	
	Room 2W 336 - Community Video Room (194 sq ft.)					
61	Commercial/Non-resident (Hourly)	$ 24.10	**$ 25.15**	Y	4.4%	
62	Resident (Hourly)	$ 15.80	**$ 16.50**	Y	4.4%	
63	Community Group (Hourly)	$ 10.10	**$ 10.55**	Y	4.5%	
64	Affiliate Group (Hourly)	$ 8.05	**$ 8.40**	Y	4.3%	
65	Cleaning Cost (Per Booking)	$ 8.80	**$ 9.20**	Y	4.5%	
	Room 2W 601 - Community Room (280 sq ft.)					
66	Commercial/Non-resident (Hourly)	$ 24.10	**$ 25.15**	Y	4.4%	
67	Resident (Hourly)	$ 15.80	**$ 16.50**	Y	4.4%	
68	Community Group (Hourly)	$ 10.10	**$ 10.55**	Y	4.5%	
69	Affiliate Group (Hourly)	$ 8.05	**$ 8.40**	Y	4.3%	
70	Cleaning Cost (Per Booking)	$ 8.80	**$ 9.20**	Y	4.5%	
	Room 2W 602 - Community Room (280 sq ft.)					

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
71	Commercial/Non-resident (Hourly)	$ 24.10	**$ 25.15**	Y	4.4%	
72	Resident (Hourly)	$ 15.80	**$ 16.50**	Y	4.4%	
73	Community Group (Hourly)	$ 10.10	**$ 10.55**	Y	4.5%	
74	Affiliate Group (Hourly)	$ 8.05	**$ 8.40**	Y	4.3%	
75	Cleaning Cost (Per Booking)	$ 8.80	**$ 9.20**	Y	4.5%	
	Room 2W 603 - Community Room (366 sq ft.)					
76	Commercial/Non-resident (Hourly)	$ 24.10	**$ 25.15**	Y	4.4%	
77	Resident (Hourly)	$ 15.80	**$ 16.50**	Y	4.4%	
78	Community Group (Hourly)	$ 10.10	**$ 10.55**	Y	4.5%	
79	Affiliate Group (Hourly)	$ 8.05	**$ 8.40**	Y	4.3%	
80	Cleaning Cost (Per Booking)	$ 8.80	**$ 9.20**	Y	4.5%	
	Corporate Room Rentals - Level 4					
	Room 4W 300 (1,012 sq ft.) - Club Room 1					
81	Social/Corporate - Day Rate **	$ 353.80	**$ 369.35**	Y	4.4%	
82	Social/Corporate - Evening Rate **	$ 353.80	**$ 369.35**	Y	4.4%	
83	Social/Corporate - Day & Evening Rate **	$ 636.95	**$ 665.00**	Y	4.4%	
84	Community Groups (not-for-profit) - Day Rate **	$ 212.40	**$ 221.75**	Y	4.4%	
85	Community Groups (not-for-profit) - Evening Rate **	$ 212.40	**$ 221.75**	Y	4.4%	
86	Community Groups (not-for-profit) - Day & Evening**	$ 382.25	**$ 399.05**	Y	4.4%	
87	City of Hamilton - Day Rate **	$ 106.30	**$ 111.00**	Y	4.4%	
88	City of Hamilton - Evening Rate **	$ 106.30	**$ 111.00**	Y	4.4%	
89	City of Hamilton - Day & Evening Rate **	$ 191.20	**$ 199.60**	Y	4.4%	
90	Cleaning Cost (Per Booking)	$ 17.65	**$ 18.45**	Y	4.5%	
	Room 4W 301 (1,410 sq ft.) - Club Room 2					
91	Social/Corporate - Day Rate **	$ 530.85	**$ 554.20**	Y	4.4%	
92	Social/Corporate - Evening Rate **	$ 530.85	**$ 554.20**	Y	4.4%	
93	Social/Corporate - Day & Evening Rate **	$ 955.30	**$ 997.35**	Y	4.4%	
94	Community Groups (not-for-profit) - Day Rate **	$ 318.55	**$ 332.55**	Y	4.4%	
95	Community Groups (not-for-profit) - Evening Rate **	$ 318.55	**$ 332.55**	Y	4.4%	
96	Community Groups (not-for-profit) - Day & Evening**	$ 573.25	**$ 598.45**	Y	4.4%	
97	City of Hamilton - Day Rate **	$ 159.40	**$ 166.40**	Y	4.4%	
98	City of Hamilton - Evening Rate **	$ 159.40	**$ 166.40**	Y	4.4%	

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Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
99	City of Hamilton - Day & Evening Rate **	$ 286.75	**$ 299.35**	Y	4.4%	
100	Cleaning Cost (Per Booking)	$ 26.45	**$ 27.60**	Y	4.3%	
	Room 4W 313 (5,952 sq ft.) - Club Room 3					
101	Social/Corporate - Day Rate **	$ 1,651.10	**$ 1,723.75**	Y	4.4%	
102	Social/Corporate - Evening Rate **	$ 1,651.10	**$ 1,723.75**	Y	4.4%	
103	Social/Corporate - Day & Evening Rate **	$ 2,971.85	**$ 3,102.60**	Y	4.4%	
104	Community Groups (not-for-profit) - Day Rate **	$ 990.75	**$ 1,034.35**	Y	4.4%	
105	Community Groups (not-for-profit) - Evening Rate **	$ 990.75	**$ 1,034.35**	Y	4.4%	
106	Community Groups (not-for-profit) - Day & Evening**	$ 1,783.25	**$ 1,861.70**	Y	4.4%	
107	City of Hamilton - Day Rate **	$ 495.35	**$ 517.15**	Y	4.4%	
108	City of Hamilton - Evening Rate **	$ 495.35	**$ 517.15**	Y	4.4%	
109	City of Hamilton - Day & Evening Rate **	$ 891.60	**$ 930.85**	Y	4.4%	
110	Cleaning Cost (Per Booking)	$ 96.85	**$ 101.10**	Y	4.4%	
	Room 4W 314 (1,410 sq ft.) - Club Room 4					
111	Social/Corporate - Day Rate **	$ 530.85	**$ 554.20**	Y	4.4%	
112	Social/Corporate - Evening Rate **	$ 530.85	**$ 554.20**	Y	4.4%	
113	Social/Corporate - Day & Evening Rate **	$ 955.30	**$ 997.35**	Y	4.4%	
114	Community Groups (not-for-profit) - Day Rate **	$ 318.55	**$ 332.55**	Y	4.4%	
115	Community Groups (not-for-profit) - Evening Rate **	$ 318.55	**$ 332.55**	Y	4.4%	
116	Community Groups (not-for-profit) - Day & Evening**	$ 573.25	**$ 598.45**	Y	4.4%	
117	City of Hamilton - Day Rate **	$ 159.40	**$ 166.40**	Y	4.4%	
118	City of Hamilton - Evening Rate **	$ 159.40	**$ 166.40**	Y	4.4%	
119	City of Hamilton - Day & Evening Rate **	$ 286.75	**$ 299.35**	Y	4.4%	
120	Cleaning Cost (Per Booking)	$ 26.45	**$ 27.60**	Y	4.3%	
	Room 4W 315 (1,012 sq ft.) - Club Room 5					
121	Social/Corporate - Day Rate **	$ 353.80	**$ 369.35**	Y	4.4%	
122	Social/Corporate - Evening Rate **	$ 353.80	**$ 369.35**	Y	4.4%	
123	Social/Corporate - Day & Evening Rate **	$ 636.95	**$ 665.00**	Y	4.4%	
124	Community Groups (not-for-profit) - Day Rate **	$ 212.40	**$ 221.75**	Y	4.4%	
125	Community Groups (not-for-profit) - Evening Rate **	$ 212.40	**$ 221.75**	Y	4.4%	
126	Community Groups (not-for-profit) - Day & Evening**	$ 382.25	**$ 399.05**	Y	4.4%	
127	City of Hamilton - Day Rate **	$ 106.30	**$ 111.00**	Y	4.4%	
128	City of Hamilton - Evening Rate **	$ 106.30	**$ 111.00**	Y	4.4%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
129	City of Hamilton - Day & Evening Rate **	$ 191.20	**$ 199.60**	Y	4.4%	
130	Cleaning Cost (Per Booking)	$ 17.65	**$ 18.45**	Y	4.5%	
	Club Level - includes all rooms noted above (10,796 sq ft.)					
131	Social/Corporate - Day Rate **	$ 2,417.65	**$ 2,524.05**	Y	4.4%	
132	Social/Corporate - Evening Rate **	$ 2,417.65	**$ 2,524.05**	Y	4.4%	
133	Social/Corporate - Day & Evening Rate **	$ 4,351.55	**$ 4,543.00**	Y	4.4%	
134	Community Groups (not-for-profit) - Day Rate **	$ 1,450.65	**$ 1,514.50**	Y	4.4%	
135	Community Groups (not-for-profit) - Evening Rate **	$ 1,450.65	**$ 1,514.50**	Y	4.4%	
136	Community Groups (not-for-profit) - Day & Evening**	$ 2,610.95	**$ 2,725.85**	Y	4.4%	
137	City of Hamilton - Day Rate **	$ 727.65	**$ 759.65**	Y	4.4%	
138	City of Hamilton - Evening Rate **	$ 727.65	**$ 759.65**	Y	4.4%	
139	City of Hamilton - Day & Evening Rate **	$ 1,305.50	**$ 1,362.95**	Y	4.4%	
140	Cleaning Cost (Per Booking)	$ 184.85	**$ 193.00**	Y	4.4%	
141	**Film/Video Shoots**	Negotiable	**Negotiable**			
142	**Photography (Commercial Rate)** Flat Fee - First 4 Hours	$ 1,884.85	**$ 1,967.80**	Y	4.4%	
143	Hourly fee beyond 4 hours	$ 457.50	**$ 477.65**	Y	4.4%	
144	**Photography (Wedding Photography Only) (2 hour maximum)**	$ 202.40	**$ 211.30**	Y	4.4%	
	Concerts					
145	West Stands Only	Negotiable	**Negotiable**			
146	Full Stadium	Negotiable	**Negotiable**			
	South Plaza - outside gates SE corner					
147	Commercial/Non-resident **(Hourly)****	$ 144.55	**$ 150.90**	Y	4.4%	
148	Resident **(Hourly)****	$ 86.75	**$ 90.55**	Y	4.4%	
149	Community Group **(Hourly)****	$ 40.55	**$ 42.35**	Y	4.4%	
150	Affiliate Group **(Hourly)****	$ 28.95	**$ 30.20**	Y	4.3%	
	Coors Banquet Patio - East Side 2nd Floor & Concourse					
151	Commercial/Non-resident **(Hourly)****	$ 144.55	**$ 150.90**	Y	4.4%	
152	Resident **(Hourly)****	$ 86.75	**$ 90.55**	Y	4.4%	

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Energy, Fleet and Facilities - Tim Horton's Field

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
153	Community Group **(Hourly)****	$ 40.55	**$ 42.35**	Y	4.4%	
154	Affiliate Group **(Hourly)****	$ 28.95	**$ 30.20**	Y	4.3%	
	Coors Light Patio - North End					
155	Commercial/Non-resident **(Hourly)****	$ 144.55	**$ 150.90**	Y	4.4%	
156	Resident **(Hourly)****	$ 86.75	**$ 90.55**	Y	4.4%	
157	Community Group **(Hourly)****	$ 40.55	**$ 42.35**	Y	4.4%	
158	Affiliate Group **(Hourly)****	$ 28.95	**$ 30.20**	Y	4.3%	
	Stipley BBQ Area - South Plaza inside the gates					
159	Commercial/Non-resident **(Hourly)****	$ 144.55	**$ 150.90**	Y	4.4%	
160	Resident **(Hourly)****	$ 86.75	**$ 90.55**	Y	4.4%	
161	Community Group **(Hourly)****	$ 40.55	**$ 42.35**	Y	4.4%	
162	Affiliate Group **(Hourly)****	$ 28.95	**$ 30.20**	Y	4.3%	

** All additional operational expenses are to be added to the above noted rates.

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Public Works (Tax)

Division: Transit

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1		$ 3.50	**$ 3.50**	N	0.0%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
2	Adult Ticket	$ 2.70	**$ 2.80**	N	3.7%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
3	Child Fare (6-12)	$ 2.25	**Free**	N		Per Report PW14015c; report PW14015a effective Sept 1, 2023
4	Youth (13-19) Fare	$ 2.25	**$ 2.30**	N	2.2%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
5	Senior Fare	$ 2.25	**$ 2.30**	N	2.2%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
6	Adult Monthly Pass	$ 118.80	**$ 123.20**	N	3.7%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
7	Child (6-12) Monthly Pass	$ 99.00	**Free**	N		Per Report PW14015c; report PW14015a effective Sept 1, 2023
8	Youth (13-19) Monthly Pass	$ 99.00	**$ 101.20**	N	2.2%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
9	Senior Monthly Pass	$ 41.50	**$ 44.50**	N	7.2%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
10	Senior Annual Pass	$ 415.00	**$ 445.00**	N	7.2%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
11	Golden Age Pass (80 years+)	Free	**Free**			Per Report PW14015c; report PW14015a effective Sept 1, 2023
12	University College Transit Pass (UCTP)	$ 207.90	**$ 215.60**	N	3.7%	Current Contract expires August 2026
13	McMaster Undergraduate UCTP	$ 238.79	**$ 247.63**	N	3.7%	Current Contract expires August 2026
14	McMaster Graduate Student Association (GSA) UCTP	$ 302.35	**$ 313.54**	N	3.7%	Current Contract expires August 2026
15	Columbia International College Transit Pass (off campus residence)	$ 75.00	**$ 80.00**	N	6.7%	Fee as at Sept 1/24 based on March 2024 youth monthly pass, rounded to the nearest $5.
16	Columbia International College Transit Pass (on campus residence)	$ 25.00	**$ 25.00**	N	0.0%	Fee as at Sept 1/24 based on March 2024 youth monthly pass, rounded to the nearest $5.
17	Columbia International College Transit Pass (non residence)	$ 85.00	**$ 85.00**	N	0.0%	Fee as at Sept 1/24 based on March 2024 youth monthly pass, rounded to the nearest $5.
18	Employee Commuter Pass	$ 113.28	**$ 118.26**	N	4.4%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
19	School Hour Only Pass	$ 71.81	**$ 74.97**	N	4.4%	Based on percent of approved Youth pass rate
20	School Plus Pass	$ 27.20	**$ 28.40**	N	4.4%	Based on percent of approved Youth pass rate
21	Affordable Transit Pass	$ 59.40	**$ 61.60**	N	3.7%	Per Report PW14015c; report PW14015a effective Sept 1, 2023
22	TransCab	Regular Fare + $0.50	**Regular Fare + $0.50**			No increase as current fee is sufficient
23	Urban Charters	$ 155.96	**$ 162.82**	Y	4.4%	Corporate guideline for fee increase
24	HSR Photo ID - Elementary/Secondary School Students	$ 5.56	**$ 5.56**	Y	0.0%	Currently at full recovery
25	HSR Replacement Photo ID - Senior, EC Pass, SHO, School Plus Pass	$ 16.67	**$ 16.67**	Y	0.0%	Currently at full recovery
26	Document Requests on CD's (Mobility Programs and Transportation Planning)	$ 4.91	**$ 5.13**	Y	4.5%	Corporate guideline for fee increase
27	Event Impact – Advertisement Charge for route diversion/route impact (per Pole Card)	$ 3.89	**$ 4.06**	Y	4.4%	Corporate guideline for fee increase
28	Event Coverage – PER Supervisory Charge for event related activities including crowd disbursement, operational needs, and other customer related event needs	$ 249.37	**$ 260.34**	Y	4.4%	Corporate guideline for fee increase
	Minimum: First 4 Hours					
29	Additional $/Hr beyond 4 Hours	$ 62.34	**$ 65.08**	Y	4.4%	Corporate guideline for fee increase

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Corporate Services

Division: Financial Services

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Tenders and RFPs	$ 52.08	**$ 54.37**	Y	4.4%	100%
2	Tenders and RFPs - Complex	$ 179.47	**$ 187.37**	Y	4.4%	100%
3	Change in Banking Information (Note 1)	$ 29.03	**$ 30.31**	Y	4.4%	100%
	Consideration of assignment/corporate change requests (Note 2)					
4	Simple	$ 409.73	**$ 427.76**	Y	4.4%	100%
5	Standard	$ 736.06	**$ 768.45**	Y	4.4%	100%
6	Complex	$ 981.50	**$ 1,024.69**	Y	4.4%	100%

Notes:

1. Change in Banking Information will only be applied when there is more than one request per year made by the vendor.
2. The fee for consideration of assignment/corporate change requests include any applicable 'change in Banking Information' fee.

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Corporate Services

Division: City Clerk's

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Marriage Licence Fee	$ 172.00	**$ 178.00**	N	3.5%	100%
2	Death Registration Administration Fee	$ 51.00	**$ 53.00**	N	3.9%	100%
3	Certified Copies	$ 30.09	**$ 31.41**	Y	4.4%	100%
4	Photocopies per page (8.5x11 or 8.5x14)	$ 0.42	**$ 0.44**	Y	4.8%	100%
5	Photocopies large scale drawings (greater than 8.5x14)	$ 11.50	**$ 12.00**	Y	4.3%	100%
6	Commissioner of Oaths	$ 24.34	**$ 25.22**	Y	3.6%	100%
7	Proof of Residence Letter	$ 27.43	**$ 28.32**	Y	3.2%	100%
8	Proof of Life - Pension Forms	$ 19.47	**$ 19.91**	Y	2.3%	100%
9	Civil Marriage Ceremony	$ 331.85	**$ 345.13**	Y	4.0%	100%
10	Renewal of Vows Ceremony	$ 53.98	**$ 56.28**	Y	4.3%	100%
11	Fee for Witnesses	$ 26.99	**$ 28.19**	Y	4.4%	100%
12	Storage Charge for an Unlawful Election Sign - per sign/day	$ 38.05	**$ 39.72**	Y	4.4%	100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Corporate Services

Division: Financial Services - Taxation

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Registration of Delinquent Accounts - Phase 1	$ 1,227.90	**$ 1,281.95**	N	4.4%	100%
2	Registration of Delinquent Accounts - Carried to Tax Sale	$ 1,568.20	**$ 1,637.20**	N	4.4%	100%
3	Extension Agreements	$ 227.10	**$ 237.10**	N	4.4%	100%
4	Tax Certificate (manual and on-line)	$ 68.10	**$ 71.10**	N	4.4%	100%
5	Tax Letters (Analysis, Income Tax, Paid in Full) - per year	$ 30.05	**$ 31.35**	N	4.3%	100%
6	Ownership change fee	$ 16.15	**$ 16.85**	N	4.3%	100%
7	Mortgage Company - on-line account balance/status (annual fee per property account)	$ 6.35	**$ 6.65**	N	4.7%	100%
8	Mortgage Company - payout statement / account detail (per account)	$ 13.05	**$ 13.60**	N	4.2%	100%
9	Tax Transfer Fee - Balances transferred to City tax roll	$ 38.10	**$ 39.78**	Y	4.4%	100%
10	NSF Fee - Processing fee on all 'returned' payments	$ 38.10	**$ 39.78**	Y	4.4%	100%
11	Admin Fee for Arrears Notices (on arrears > $50)	$ 3.30	**$ 4.30**	N	30.3%	100%
12	Admin Fee for 3 Years Arrears Letter (Pending Lien Registration)	$ 10.75	**$ 11.20**	N	4.2%	100%
13	New tax roll account fee	$ 20.05	**$ 20.95**	N	4.5%	100%
14	Apportionment fee - Current year	$ 66.70	**$ 69.65**	N	4.4%	100%
15	On-line Tax Certificate - delinquent account turn off/on	$ 38.10	**$ 39.78**	Y	4.4%	100%
16	Misapplied Payments - payment transfer (Taxpayer or Financial Institution error)	$ 38.10	**$ 39.78**	Y	4.4%	100%
17	Reprint of prior year tax bill (no charge for current year tax bill) - per bill	$ 13.05	**$ 13.60**	N	4.2%	100%
18	Full Tax Deferral Program - application fee	$ 200.00	**$ 200.00**	Y	0.0%	Limited due to ability to pay, covered by other fees
19	Full Tax Deferral Program - annual renewal fee	$ 100.00	**$ 100.00**	Y	0.0%	Limited due to ability to pay, covered by other fees
20	Debit Authorizations from Financial Institutions	$ 38.10	**$ 39.78**	Y	4.4%	100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Corporate Services

Division: Financial Planning, Administration & Policy

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Subdivision Agreement Finance Processing Flat Fee	$ 1,641.93	**$ 1,714.17**	N	4.4%	100%
2	Subdivision Agreement Finance Processing Per Lot Fee	$ 17.11	**$ 17.86**	N	4.4%	100%
3	Subdivision Agreement Finance Processing Best Efforts Fee	$ 1,641.93	**$ 1,714.17**	N	4.4%	100%
4	Subdivision Compliance Fee	$ 77.20	**$ 80.60**	N	4.4%	100%
5	DC Deferral Agreement Application Fee	$ 780.00	**$ 814.32**	N	4.4%	100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Corporate Services

Division: Various

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Manual searches for records (per 15 minutes)	$ 13.72	**$ 14.32**	Y	4.4%	100%
2	Preparation of Records for release (per 15 minutes)	$ 13.72	**$ 14.32**	Y	4.4%	100%
3	Developing computer programs or other methods of producing a record from a machine (per 15 minutes)	$ 22.12	**$ 23.09**	Y	4.4%	100%
4	Encrypted USB Charge	$ 31.64	**$ 33.03**	Y	4.4%	100%
5	Routine Disclosure Administration fee	$ 10.62	**$ 11.09**	Y	4.4%	100%

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: Corporate Services

Division: POA

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
1	Administrative review cost recovery fee	$ 65.00	**$ 68.00**	N	4.6%	based on Province
	Collection cost recovery fee					
2	Court Documents (POA) - per page	$ 2.65	**$ 2.80**	N	5.7%	based on Province
3	Certified Court Documents (POA) - per page	$ 4.90	**$ 5.15**	N	5.1%	based on Province

HST is not included in the Fees; it is collected where applicable.

Hamilton

City of Hamilton

2024 PROPOSED USER FEES & CHARGES

Department: City Manager

Division: Human Resources

#	Service or Activity Provided or Use of City Property	2023 Approved Fee	2024 Proposed Fee	HST (Y/N)*	% Change in Fee	Comments / Recovery %
	Employee File Duplication:					
1	Base rate (0-10 pages)	$ 133.70	**$ 139.58**	Y	4.4%	
2	Greater than 10 pages (per page)	$ 1.38	**$ 1.44**	Y	4.4%	

HST is not included in the Fees; it is collected where applicable.

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Downtown Hamilton Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24010) (Ward 2)
WARD(S) AFFECTED:	Ward 2
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Downtown Hamilton Business Improvement Area, attached as Appendix “A” to Report PED24010, in the amount of $515,000 be approved;

(b) That the levy portion of the Operating Budget for the Downtown Hamilton Business Improvement Area in the amount of $450,000 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to the levy portion of the 2024 Budget as referenced in Recommendation (b) of Report PED24010;

(d) That the 2/3 levy reduction, previously provided to Royal Connaught (110, 114, 116, 118, 120 and 122 King Street East) and the former Holiday Inn (130-150 King Street East) be eliminated in 2024;

(e) That the following schedule of payments for 2024 be approved:

(i) February $225,000;
(ii) June $225,000;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Downtown Hamilton Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The levy portion of the Business Improvement Area's Operating Budget in the amount of $450,000 is raised through levies imposed upon rateable properties within the Business Improvement Area. There is no cost to the City of Hamilton for any part of the Business Improvement Area's Operating Budget.

Elimination of the historical 2/3 reduction provided to 110, 114, 116, 118, 120 and 122 King Street East and 130-150 King Street East (the "Reduced Assessment Properties") does not change the amount of the levy portion of the Business Improvement Area's approved budget. As a result of eliminating the 2/3 reduction historically granted to the Reduced Assessment Properties, all rateable properties will be taxed on the basis of their full assessed value, lowering the tax rate imposed on the rateable properties within the Business Improvement Area. This adjustment in the tax rate would be applicable for 2024.

Staffing: There are no staffing implications.

Legal: Legal services will assist in drafting a By-law to establish a special charge for the purposes of raising the amount required under the 2024 Budget of the Business Improvement Area as required pursuant to Section 208 of the *Municipal Act, 2001* (the *"Act"*).

HISTORICAL BACKGROUND

At its Annual General Meeting on Thursday November 9, 2023, the Downtown Hamilton Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Downtown Hamilton Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

On February 15, 2023, the Downtown Hamilton Business Improvement Area Board of Management voted to increase the levy of the Royal Connaught (110, 114, 116, 118, 120 and 122 King Street East) and the former Holiday Inn (130-150 King Street East) from 1/3 to 100% of the properties assessed value.

Following the decision of the Downtown Hamilton Business Improvement Area Board of Management, Report PED24010 is recommending that the levy reduction be eliminated.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Pursuant to Section 205(2) of the *Act*, the board of management of a Business Improvement Area must submit their proposed budget to council and the municipality may approve it in whole or in part.

Pursuant to Section 208 of the *Act*, the municipality shall raise the amount required for the purposes of the board of management and may establish a special charge for that purpose.

RELEVANT CONSULTATION

(i) Taxation, Corporate Services; and,
(ii) Legal Services.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The levy reductions applicable to the Reduced Assessment Properties have been in place for years. More recently they were reviewed to determine whether there was any rationale to continue these reductions, and with no rationale to support the continued reduction, the Business Improvement Area approved the elimination of the reductions for 2024. The Business Improvement Area Board of Management determined that the best way to do so, without overly burdening the properties that benefitted from this reduction, was for this levy reduction to be removed once the Reduced Assessment Properties were at full occupancy.

In arriving at the Business Improvement Area, Business Improvement Area tax rate for each rateable property within the Business Improvement Area, Finance staff use the weighted commercial/industrial assessment within each respective Business Improvement Area. While the Business Improvement Area levy amount of $450,000 for 2024 remains unchanged, a higher weighted assessment results in a lower Business Improvement Area tax rate.

Historically, given the 2/3 reduction, only 1/3 of the assessment value of the Reduced Assessment Properties has been used to determine the weighted assessment and this results in a Business Improvement Area tax rate that is higher that it would have been if the reduction was not in place. This Business Improvement Area tax rate is applied to 1/3 of the assessed value of the Reduced Assessment Properties, which results in a benefit to these properties that is offset by the other properties within the Downtown Business Improvement Area.

If the 2/3 reduction for the Reduced Assessment Properties is removed, every rateable property within the Business Improvement Area, would be subject to Business Improvement Area levy based on the full assessment value of the property. Also, by eliminating the 2/3 reduction, the weighted assessment of the Downtown Business Improvement Area increases which results in a lower Business Improvement Area tax rate than what would have been calculated had the 2/3 reduction remained. This adjustment in the tax rate would be applicable commencing in 2024.

Overall, the elimination of the reduction for the Reduced Properties has no effect on the 2024 approved Budget or the levy portion of that Budget.

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24010 – 2024 Downtown Hamilton Business Improvement Area Budget.

CG/rb

2024 Downtown Hamilton Business Improvement Area Budget

Revenues	2022 Audited	2023 Budget	2024 Budget
Levy	$385,878)	$425,000)	$450,000)
Grants			
Interest			
Other Income	$70,440)	$65,000)	$65,000)
Wage Subsidies			
Revenue from retained earnings			
Total Revenue	$456,318)	$490,000)	$515,000)

Office Expenses			
Professional Fees	$8,332)	$7,000)	$8,500)
Telephone / Internet		$6,000)	$4,000)
Levy Appeals		$10,000)	$30,000)
HST			
Rent		$48,000)	$48,000)
Meetings		$7,000)	$7,500)
Memberships		$1,000)	$2,000)
Salaries/Benefits	$179,360)	$180,000)	$160,000)
Office Expenses	$83,552)		$5,000)
Insurance		$12,000)	$12,000)
Amortization	$6,340)	$12,000)	$7,000)
Other - Bank charges/Bad Debts	$0)	$1,000)	$1,000)
Total	$277,584)	$284,000)	$285,000)

Special Events/Promotions			
Events & promotions			
Communications			
Total	$178,086)	$151,000)	$165,000)

Beautification			
Total	$51,938)	$55,000)	$65,000)

TOTAL EXPENSES	$507,608)	$490,000)	$515,000)
	($51,290)	$0)	$0)

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Dundas Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24011) (Ward 13)
WARD(S) AFFECTED:	Ward 13
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Dundas Business Improvement Area, attached as Appendix “A” to Report PED24011, in the amount of $269,665.63 be approved;

(b) That the levy portion of the Operating Budget for the Dundas Business Improvement Area in the amount of $178,880 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2023 Budget as referenced in Recommendation of Report PED24011;

(d) That the following schedule of payments for 2024 Operating Budget for the Dundas Business Improvement Area be approved:

(i) February $89,440;
(ii) June $89,440;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Dundas Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $178,880 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

HISTORICAL BACKGROUND

At its Annual General Meeting on Monday November 13, 2023, the Dundas Business Improvement Area Board of Management presented its proposed Operating Budget for 2024.

The process followed to adopt the Dundas Business Improvement Area Operating Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24011 – 2024 Dundas Business Improvement Area Budget

CG/rb

2024 DUNDAS BUSINESS IMPROVEMENT AREA BUDGET

REVENUE	2023 Budget	Proposed 2024 Budget
Levy	178,880.00	178,880.00
HST Rebate	11,423.00	
Other income/ Reserves	35,500.00	35,500.00
Accumulated Surplus	42,411.00	55,285.63
TOTAL REVENUE	**268,214.00**	**269,665.63**

EVENTS AND PROMOTIONS		
General Advertising	16,100.00	16,100.00
Easter	7,500.00	7,500.00
Scarecrow Saturday	5,300.00	5,300.00
Dickens of a Christmas	52,440.00	52,440.00
Buskerfest/ Summer Activations	25,000.00	25,000.00
EVENTS TOTAL	**106,340.00**	**106,340.00**

BEAUTIFICATION		
Hanging baskets, Planters, seasonal décor, weeding, waste management	**29,200.00**	**29,996.22**

SPECIAL PROJECTS		
2023 Special Promotions or beautifucation projects	**24,900.00**	**24,900.00**

ADMINISTRATION		
Economic Development	3,000.00	3,000.00
Rent	22,374.00	22,000.00
Office	3,500.00	3,500.00
Telephone & Utilites	2,000.00	2,000.00
Member Services	2,100.00	2,100.00
Insurance	4,000.00	4,249.41
Staff/ Wages	65,000.00	65,780.00
Assessment Appeals	2,000.00	2,000.00
Audit and Bookkeeping	3,800.00	3,800.00
Bank Fees		400
ADMINISTRATION TOTAL	**107,774.00**	**108,429.41**

EXPENSE TOTAL	**268,214.00**	**269,665.63**

Net Gain/ Loss	-	-

1.Other incomes is aquired from several garnts and filming donations received during the year. In the event grants are not availbale, the Dundas BIA has reserve funds which have been put aside by the board. The reserve funds can be found on page 8 of the 2022

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Barton Village Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24012) (Wards 2 and 3)
WARD(S) AFFECTED:	Wards 2 and 3
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Barton Village Business Improvement Area, attached as Appendix “A” to Report PED24012, in the amount of $220,000 be approved;

(b) That the levy portion of the Operating Budget for the Barton Village Business Improvement Area in the amount of $125,000 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to the levy portion of the 2024 Budget as referenced in Recommendation (b) of Report PED24012;

(d) That the 2/3 Business Improvement Area levy reduction, previously provided to 286 Sanford Avenue North, 20 Myler Street, 30 Milton Avenue, and 42 Westinghouse Avenue be gradually phased-out over a three-year period starting in 2024 as follows:

    (i) 60% of the current value assessment in 2024, 80% of the current value assessment in 2025 and 100% of the current value assessment in 2026;

(e) That the following schedule of payments for 2024 be approved:

(i) February $62,500;
(ii) June $62,500;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Barton Village Business Improvement Area.

Barton Village Business Improvement Area Board of Management, Report PED24012 is recommending that the levy reduction provided to the Westinghouse HQ (286 Sandford Avenue North, 20 Myler Street, 30 Milton Avenue, and 42 Westinghouse Avenue) be gradually increased over the next three years. The assessment base will increase from the existing 1/3 the current assessment value to 60% in 2024, then increase 80% in 2025 and final increase to 100% in 2026.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $125,000 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Overall, there is no change in the 2023 approved Budget/Levy. By gradually eliminating the 2/3 reduction (the "**Reduced Assessment Properties**"), it increases the weighted assessment with the Barton Village Business Improvement Area, and therefore results in a lower Business Improvement Area tax rate than what would have been calculated had the 2/3 reduction remained. This graduated adjustment in levy would start in 2024 and be phased in until at 100% over the next three years (2026).

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of Business Improvement Areas.

HISTORICAL BACKGROUND

At its Annual General Meeting on Monday November 27, 2023, the Downtown Barton Village Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Barton Village Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

On February 1, 2023, the Barton Village Business Improvement Area Board of Management voted to gradually increase the levy of 286 Sanford Avenue North, 20 Myler Street, 30 Milton Avenue, and 42 Westinghouse Avenue from 1/3 to 100% of the property assessed levy now by 2026.

(i) Increase to 60% in 2024;

(ii) Increase to 80% in 2025; and,

(iii) Increase to 100% in 2026.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Pursuant to Section 205(2) of the *Act*, the board of management of a Business Improvement Area must submit their proposed budget to council and the municipality may approve it in whole or in part.

Pursuant to Section 208 of the *Act*, the municipality shall raise the amount required for the purposes of the board of management and may establish a special charge for that purpose.

RELEVANT CONSULTATION

(i) Taxation, Corporate Services; and,
(ii) Legal Services

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The levy reductions applicable to the Reduced Assessment Properties have been in place for years. More recently they were reviewed to determine whether there was any rationale to continue these reductions, and with no rationale to support the continued reduction, the Business Improvement Area approved the elimination of the reductions for 2024. The Business Improvement Area Board of Management determined that the

best way to do so, without overly burdening the properties that benefitted from this reduction was for this levy reduction to be gradually phased out over the next three years.

In arriving at the Business Improvement Area tax rate for each rateable property within the Business Improvement Area, Finance staff use the weighted commercial/industrial assessment within each respective Business Improvement Area. While the Business Improvement Area levy amount of $125,000 for 2024, remains unchanged, a higher weighted assessment results in a lower Business Improvement Area tax rate.

Historically, given the 2/3 reduction, only 1/3 of the assessment value of the Reduced Assessment Properties has been used to determine the weighted assessment and this results in a Business Improvement Area tax rate that is higher that it would have been if the reduction was not in place. This Business Improvement Area tax rate is applied to 1/3 of the assessed value of the Reduced Assessment Properties, which results in a benefit to these properties that is offset by the other properties within the Barton Village Business Improvement Area.

If the 2/3 reduction for the Reduced Assessment Properties is removed, every rateable property within the BIA would be subject to BIA Business Improvement Area levy based on the full assessment value of the property. Also, by gradually reducing the 2/3 reduction, the weighted assessment of the Barton Village Business Improvement Area increases which results in a lower Business Improvement Area tax rate than what would have been calculated had the 2/3 reduction remained. This gradual adjustment in the tax rate would be applicable commencing in 2024.

Staff is recommending that the reduction be eliminated as the Reduced Assessment.

Overall, the elimination of the reduction for the Reduced Properties has no effect on the 2024 approved Budget or the levy portion of that Budget. By gradually eliminating the 2/3 reduction, it increases the weighted assessment with the Barton Village Business Improvement Area and therefore results in a lower Business Improvement Area tax rate than what would have been calculated had the 2/3 reduction. remained. These adjustments would start to be applicable for 2024, completing to 100% by 2026.

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24012 – 2024 Barton Village Business Improvement Area Budget.

CG/rb

2024 Barton Village Business Improvement Area Budget

Budget 2024	
BIA Levy	$125,000.00
Grants and Sponsorships	$40,000.00
Additional Revenues	$55,000.00
Total Revenues	**$220,000.00**
Marketing and Events	**$54,000.00**
Meetings and Business Development	**$6,800.00**
Streetscape & Beautification	**$13,500.00**
Insurance	**$5,000.00**
Administrative	**$32,700.00**
Staff	**$108,000.00**
Total Expenses	**$220,000.00**

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Ancaster Village Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24013) (Ward 12)
WARD(S) AFFECTED:	Ward 12
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Ancaster Village Business Improvement Area, attached as Appendix "A" to Report PED24013, in the amount of $162,990 be approved;

(b) That the levy portion of the Operating Budget for the Ancaster Village Business Improvement Area in the amount of $121,000 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED24013;

(d) That the following schedule of payments for 2024 be approved:

(i) February $60,500;
(ii) June $60,500;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Ancaster Village Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $121,000 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of Business Improvement Areas.

HISTORICAL BACKGROUND

At its Annual General Meeting on Monday November 20, 2023, the Ancaster Village Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Ancaster Village Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24013 – 2024 Ancaster Village Business Improvement Area Budget.

CG/rb

2024 Ancaster Village Business Improvement Area Budget

BIA Contingency	$5,000
Admin Services	$76,540
Aesthetics	$25,000
Marketing	$36,450
Events	$20,000
Totals	**$162,990**
Cash Drawdown from BIA Account	$41,990
BIA Levies Total	**$121,000**

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1)
WARD(S) AFFECTED:	Ward 1
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Westdale Village Business Improvement Area, attached as Appendix "A" to Report PED24014, in the amount of $131,328 be approved;

(b) That the levy portion of the Operating Budget for the Westdale Village Business Improvement Area in the amount of $131,328 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED24014;

(d) That the following schedule of payments for 2024 be approved:

(i) February $65,664;
(ii) June $65,664;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Westdale Village Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $131,328 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of Business Improvement Areas.

HISTORICAL BACKGROUND

At its Annual General Meeting on Wednesday November 8, 2023, the Westdale Village Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Westdale Village Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24014 – Westdale Village Business Improvement Area Budget 2024

CG/rb

2024 Westdale Village Business Improvement Area Budget

Revenue:

$131,328 – 2024 Tax Levy

Expenses:

Staffing
$43,000

Special Events
$37,203

Marketing
$31,125

Office Expenses
$1,000

Beautification
$15,000

Casual Labour
$2,000

Contingency
$2,000

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Waterdown Village Business improvement Area 2024 Proposed Budget and Schedule of Payments (PED24015) (Ward 15)
WARD(S) AFFECTED:	Ward 15
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Waterdown Village Business Improvement Area, attached as Appendix “A” to Report PED24015, in the amount of $384,616 be approved;

(b) That the levy portion of the Operating Budget for the Waterdown Village Business Improvement Area in the amount of $285,000 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED24015;

(d) That the following schedule of payments for 2024 be approved:

(i) February $142,500;
(ii) June $142,500;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Waterdown Village Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $285,000 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of BIAs.

HISTORICAL BACKGROUND

At its Annual General Meeting on Tuesday November 21, 2023, the Waterdown Village Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Waterdown Village Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24015 – 2024 Waterdown Village Business Improvement Area Annual Budget.

CG/rb

2024 Waterdown Village Business Improvement Area Budget

2024

		2023 BUDGET	2023 Proj. ACTUALS	2024 BUDGET	2023-2024 Budget $ CHANGE	2023-2024 Budget % CHANGE
REVENUES	Tax Levy, City of Hamilton	270,000	270,000	285,000	15,000	5.56
	Supplementary Taxes	-	6,888	-	-	-
	Property Tax Adjustments	(5,000)	-	(5,000)	-	-
	Vendor Fees	15,000	27,000	24,000	9,000	60
	Grants	6,500	22,320	6,500	-	-
	Event Revenues (Sponsorships	10,500	13,715	10,500	-	-
	Transfer from Surplus	39,535	-	36,116	(3,419)	(8.65)
	Other (ticket sales, donations, etc.)	200	1,500	500	300	150
	Marketing Reserve Contribution	10,000	10,000	10,000	-	-
	HST Refund	16,000	17,580	17,000	1,000	6.25
	TOTAL REVENUE	362,735	369,003	384,616	21,881	6.03
EXEPNSES	Admin & Operations	169,800	180,403	184,210	14,410	8.49
	Beautification	84,500	75,145	83,700	(800)	(0.95)
	Farmers' Market	25,535	24,080	27,381	1,846	7.23
	Events & Prmotions	28,750	28,480	30,400	1,650	5.74
	Marketing & Advertising	33,350	30,805	33,500	150	0.45
	Member Engagement	2,000	1,275	2,000	-	-
	HST Paid	15,000	17,000	17,000	2,000	13.33
	Non-refundable	3,800	3,925	3,925	125	3.29
	Additions (Capitalized)	0	2,275	2,500	2,500	-
	TOTAL EXPENDITURES	362,735	363,388	384,616	21,881	6.03

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Stoney Creek Village Business Improvement Area 2024 Proposed Budget and Schedule of Payments (PED24016) (Ward 5)
WARD(S) AFFECTED:	Ward 5
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Stoney Creek Village Business Improvement Area, attached as Appendix “A” to Report PED24016, in the amount of $95,250 be approved;

(b) That the levy portion of the Operating Budget for the Stoney Creek Village Business Improvement Area in the amount of $74,440 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED24016;

(d) That the following schedule of payments for 2024 be approved:

(i) February $37,220;
(ii) June $37,220;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Stoney Creek Village Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $74,440 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of Business Improvement Areas

HISTORICAL BACKGROUND

At its Annual General Meeting on Wednesday November 15, 2023, the Stoney Creek Village Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Stoney Creek Village Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24016 – 2024 Stoney Creek Village Improvement Area Budget.

CG/rb

2024 Stoney Creek Village Improvement Area Budget

2024 Stoney Creek Budget		2024 proposed	
Revenue			
Opening Bank Balance		10,000	
BIA Tax Levy		74,440	
HST Refund		10,810	
A/R		0	
			95,250
Expenditures			
Streetscape			
Flowers/streetscape items		15,000	
Planters		9,990	
Banner/Wreath Installation		0	
			24,440
Promotion			
Web Page Hosting		500	
Santa Claus Parade		500	
Advertising		5000	
			6000
Administration			
Executive Director		$29,000	
Miscellaneous		500	
Meeting Expense		400	
Office Supplies		350	
Liability Insurance		2,200	
OBIAA Membership		250	
Bank Charges		60	
Audit Fees and Accounting		2,500	
			35,260
Events			
Strawberry Fest		9,000	
PumpkinFest		9,000	
Stoney Creek Sparkles		5,000	
Jazz in the Creek		6,000	
Market		6,800	
Kringle in the Creek		5,000	
AppleFest		4,000	
Revenue -Vendors, sponsors -		-9,000	
City Enrichment Fund		-6,800	
			$29,000
Revenue Neutral Activity			
Boots in the Creek Expenses	100,000		
Boots in the Creek Revenue	-100,000		
Summer Students	15,000		
Summer Students Grant	-15,000		
Total Expenditures			**$95,250**
Other Revenue			
Operating Grant		-9,200	
Christmas Grant		-1,300	
Net Expenditures			-$10,500
Reserve Fund			$10,500

CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Ottawa Street Business Improvement Area Proposed Budget and Schedule of Payments (PED24017) (Wards 3 and 4)
WARD(S) AFFECTED:	Wards 3 and 4
PREPARED BY:	Cristina Geissler (905) 546-2424 Ext. 2632
SUBMITTED BY: **SIGNATURE:**	Norm Schleehahn Director, Economic Development Planning and Economic Development Department

RECOMMENDATION

(a) That the 2024 Operating Budget for the Ottawa Street Business Improvement Area, attached as Appendix "A" to Report PED24017, in the amount of $218,287 be approved;

(b) That the levy portion of the Operating Budget for the Ottawa Street Business Improvement Area in the amount of $153,000 be approved;

(c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED24017;

(d) That the following schedule of payments for 2024 be approved:

(i) February $76,500;
(ii) June $76,500;

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2024 Budget and Schedule of Payments for the Ottawa Street Business Improvement Area.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The $153,000 is completely levied by the Business Improvement Area through its members. There is no cost to the City of Hamilton for any part of the Operating Budget.

Staffing: There are no staffing implications.

Legal: The *Municipal Act, 2001*, Section 205, Sub-section (2) dictates that City Council must approve Budgets of Business Improvement Areas.

HISTORICAL BACKGROUND

At its Annual General Meeting on Wednesday November 1, 2023, the Ottawa Street Business Improvement Area Board of Management presented its proposed Budget for 2024.

The process followed to adopt the Ottawa Street Business Improvement Area Budget was in accordance with The *Municipal Act, 2001*, and the Business Improvement Area's Procedure By-law.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

N/A

ALTERNATIVES FOR CONSIDERATION

N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED24017 – 2024 Ottawa Street Business Improvement Area Budget.

CG/rb

2024 Ottawa Street Business Improvement Area Budget

BIA Budget 2024 Bia Account: $128,159.28 Contigency: $17,399.46

Income

	BIA Levies	City Hall / Gov	OSFM	Sew Hungry	Total
BIA Levies	153,000				153000
Market Rent			5700		5700
HST		31,357			31357
CIP		12,230			12230
Holiday Grant		1000			1000
Sew Hungry				15000	15000
Total	153,000	44,587	5700	15000	218287

Expenses

	BIA Levies	City Hall	OSFM	Sew Hungry	Total
Insurance	3434				3434
Office Facilities	25,250		5700		30950
Full Time Employees	55,000				55000
Part Time Employees	24,000				24000
Administration Servic	6077				6077
Beautification		26000			26000
Events / Activations	11,326	12500			23826
Sew Hungry				15000	15000
Marketing	27,913	6087			34,000
Total	153,000	44587	5700	15000	218287

Admin Services:		**Office Facilities:**	
Meeting Expenses	177	Office Supplies	1000
OBIAA Membership	2500	Utilities	2000
Chamber Awards	0	Rent	25,200
Book Keeping	3,000	Phone / Internet	2750
Audit	400		
Total	6077		30950

CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Interim Housing Assistance Program (IHAP) (HSC24003) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Rob Mastroianni (905) 546-2424 Ext. 8035
SUBMITTED BY: **SIGNATURE:**	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department Michelle Baird

RECOMMENDATIONS

(a) That the General Manager of the Healthy and Safe Communities Department, or their designate, be authorized to:

(i) Enter into and execute an agreement with the Federal Ministry of Immigration, Refugees and Citizenship Canada to receive $3.5 M in funding through the Interim Housing Assistance Program (IHAP) to partially reimburse for costs incurred providing temporary housing within Hamilton's homelessness serving system to asylum claimants in 2023; and

(ii) Enter into and execute any future agreements with the Federal Ministry of Immigration, Refugees and Citizenship Canada to receive any additional Interim Housing Assistance Program (IHAP) funding to address ongoing pressures; and

(b) That the General Manager of the Healthy and Safe Communities Department, or their designate, be authorized to enter into any agreements with Community Services Provider(s), and any ancillary agreements, contracts, extensions and documents, associated with the funding, including the authority to authorize the submission of budgets and quarterly and/or year-end reporting, as well as, the

authority to make appropriate payments to community service providers, in a form satisfactory to the City Solicitor.

EXECUTIVE SUMMARY

The City of Hamilton has experienced an influx of asylum-seeking households that have arrived in Canada through various ports of entry and are seeking support from Hamilton's homelessness serving system. Over the last several months, there has been a continued increase in the number of individuals seeking support, with current data showing an average of 35% of Hamilton's emergency shelter and hotel overflow spaces are utilized by asylum-seeking households. Municipalities across the country are experiencing similar trends to that seen in Hamilton.

Hamilton has undertaken several advocacy efforts with the Federal Ministry of Immigration, Refugees and Citizenship Canada (IRCC) to seek support in addressing the pressures within Hamilton's homelessness serving system. As a result, IRCC has committed to provide $3.5 M in funding to reimburse for costs from January to September 2023, with commitment of further discussions to address ongoing needs. Estimated costs for all of 2023 exceed $10 million.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The City of Hamilton will receive a one-time payment of $3.5 M from the Federal Ministry of Immigration, Refugees and Citizenship Canada to address pressures realized from January to September 2023, with commitment from IRCC of ongoing discussion to explore further potential compensation for October 2023 onward. Funds received will account for actual extraordinary costs incurred by Hamilton's homelessness serving system.

Staffing: There are no staffing implications associated with Report HSC24003

Legal: To ensure that the City complies with the terms of the Transfer Payment Agreement, Legal Services will be involved in the review and drafting of any ancillary agreements, as may be required.

HISTORICAL BACKGROUND

Since early 2023, there has been an influx of asylum-seeking households arriving into Canada from various ports of entry. Municipalities across Canada have experienced pressures in supporting these households within their homelessness serving system.

Similarly, Hamilton has been experiencing month over month increases in the number of asylum-seeking households presenting at local support services. Currently, 35% of emergency shelter and hotel overflow spaces are utilized by asylum-seeking households.

In keeping with Hamilton's long history of welcoming newcomers and being a place of refuge for those seeking asylum, while also recognizing the pressures already existing within the local homelessness serving system, the City of Hamilton engaged with Federal Ministry of Immigration, Refugees and Citizenship Canada (IRCC) to explore financial and related supports which can be provided to assist in addressing current pressures.

As a result of this collaboration, IRCC has committed to provide funding in the amount of $3.5 M to address costs associated with supporting asylum-seeking families between January and September 2023. Additionally, IRCC has committed to continued discussion in exploring potential future compensation for pressures from October 2023 onward.

The Housing Services Division will continue to collaborate with IRCC partners on options to support asylum-seeking households on an ongoing basis.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

None

RELEVANT CONSULTATION

The Housing Services Division engages in ongoing consultation with partners within the homelessness serving system overall in regard to pressures within the system. Discussions have been ongoing specific to pressures in serving this increased number of asylum-seeking families and options to provide effective support. Housing Services Division will continue to consult with partners across the system on an ongoing basis.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Throughout 2023, there has been a continued increase in the number of asylum-seeking households presenting for supports within Hamilton's homelessness serving system agencies. In Fall 2023, discussions with the Federal Ministry of Immigration, Refugees and Citizenship Canada led to an analysis of emergency shelter and hotel overflow usage which shows an increasing trend in utilization by asylum-seeking families, with current usage at 35% of Hamilton's overall capacity.

Entering into an agreement with the Federal government, the City of Hamilton will be positioned to recuperate extraordinary costs incurred within the homelessness serving system between January and September 2023 and continue seeking recouperation of expenses from October 2023 onward.

ALTERNATIVES FOR CONSIDERATION

None

APPENDICES AND SCHEDULES ATTACHED

None

LIGHT RAIL TRANSIT SUB-COMMITTEE
REPORT 23-005
9:30 a.m.
Monday, December 11, 2023
Council Chambers
Hamilton City Hall
71 Main Street West

Present: Mayor A. Horwath, Councillors M. Wilson (Chair), N. Nann (Vice-Chair) C. Cassar, J.P. Danko, M. Francis, T. Hwang and C. Kroetsch

Absent with Regrets: Councillors M. Francis and T. Hwang - Personal

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THE LIGHT RAIL TRANSIT SUB-COMMITTEE PRESENTS REPORT 23-005 AND RESPECTFULLY RECOMMENDS:

1. Hamilton Light Rail Transit Community Benefits Update (PED23262) (City Wide) (Outstanding Business List Item) (Item 9.1)

That Report PED23262, respecting Hamilton Light Rail Transit Community Benefits Update (City Wide), be received.

2. Light Rail Transit Strategic Site Selection – Update Report (PED23142(a)) (Wards 1,2, 3, 4 and 5) (Item 15.2)

(a) That the direction provided to staff in the Closed Session, respecting Report PED23412(a) be approved; and

(b) That the entirety of Report PED23412(a) Light Rail Transit Strategic Site Selection – Update Report remain confidential and not be released as a public document.

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 2)

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

8. PRESENTATIONS

8.2 (a) Report respecting Getting Hamilton's LRT on the Right Track

The agenda for the December 11, 2023, Light Rail Transit Sub-Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) September 25, 2023 (Item 4.1)

The Minutes of the September 25, 2023, meeting of the Light Rail Transit Sub-Committee were approved, as presented.

(d) COMMUNICATIONS (Item 5)

(i) Correspondence from Rosa Beraldo respecting Light Rail Transit (LRT) is Not Needed (Item 5.1)

The correspondence from Rosa Beraldo respecting Light Rail Transit (LRT) is Not Needed, was received.

(e) PRESENTATIONS (Item 8)

(i) Lessons Learned from Waterloo's Light Rail Transit System (Item 8.1)

Mike Murray, former Region of Waterloo Chief Administrative Officer, addressed the Committee respecting Lessons Learned from Waterloo's Light Rail Transit System, with the aid of a PowerPoint presentation.

The presentation by Mike Murray, former Region of Waterloo Chief Administrative Officer, respecting Lessons Learned from Waterloo's Light Rail Transit System, was received.

(ii) Applying a Climate Justice Lens to the Light Rail Transit (Item 8.2)

McMaster University and Redeemer University students Diana Samanou, Griffin Kinzie, Isabela Sipos, Hannah Horlings, Kiana Craig, and Simon

Batusic addressed Committee respecting Applying a Climate Justice Lens to the Light Rail Transit, with the aid of a PowerPoint presentation.

The presentation from McMaster University and Redeemer University students Diana Samanou, Griffin Kinzie, Isabela Sipos, Hannah Horlings, Kiana Craig, and Simon Batusic respecting Applying a Climate Justice Lens to the Light Rail Transit, was received.

For further disposition of this matter, refer to Item (f)(i)

(iii) Report respecting Getting Hamilton's LRT on the Right Track (Added Item 8.2(a))

(1) The Report respecting Getting Hamilton's LRT on the Right Track, was received.

(2) Staff were directed to report back to the Light Rail Transit Sub-Committee respecting a Terms of Reference for establishing a baseline of measures that would enable the City to track changes over time with respect to a wide and comprehensive range of metrics including economic, environmental and social metrics.

(f) NOTICES OF MOTION (Item 13)

Councillor M. Wilson relinquished the Chair to Councillor Danko in order to introduce the following Notice of Motion:

(i) Applying a Climate Justice Lens to the Light Rail Transit Recommendations (Added Item 13.1)

That staff be directed to review the presentation respecting Applying a Climate Justice Lens to the Light Rail Transit and report back to the Light Rail Transit Sub-Committee respecting what recommendations the City is acting on and if there are additional recommendations for the Light Rail Transit Sub-Committee to consider.

Councillor M. Wilson assumed the Chair.

(g) GENERAL INFORMATION / OTHER BUSINESS (Item 14)

(i) Amendment to the Outstanding Business List (Item 14.1)

The following amendment to the Light Rail Transit Sub-Committee Outstanding Business List, were approved:

(1) Items Considered Complete and Needing to be Removed (Item 14.1(a))

(i) Metrolinx Community Benefits Approach (Item 14.1(a)(a))
Item on OBL: D
Addressed as Item 9.1 (PED23262) (on today's agenda)

(h) PRIVATE AND CONFIDENTIAL (Item 15)

(i) Closed Session Minutes - September 25, 2023

The Light Rail Transit Sub-Committee Closed Session Minutes of September 25, 2023, were approved and remain confidential.

The Committee moved into Closed Session respecting Item 15.2, Light Rail Transit Strategic Site Selection – Update Report (PED23142(a)) (Wards 1,2, 3, 4 and 5), pursuant to Section 9.3, Sub-sections (c) and (k) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (c) and (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to a proposed or pending acquisition or disposition of land for City or a local board purposes; and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the City or a local board.

(ii) Light Rail Transit Strategic Site Selection – Update Report (PED23142(a)) (Wards 1,2, 3, 4 and 5) (Item 15.2)

For disposition of this matter, refer to Item 2.

(i) ADJOURNMENT (Item 16)

There being no further business, the Light Rail Transit Sub-Committee adjourned at 12:33 p.m.

Respectfully submitted,

Councillor M. Wilson, Chair,
Light Rail Transit Sub-Committee

Carrie McIntosh
Legislative Coordinator
Office of the City Clerk

AIRPORT SUB-COMMITTEE
REPORT 23-005

9:30 a.m.
December 1, 2023
Council Chambers, City Hall, 2nd Floor
71 Main Street West, Hamilton, Ontario

Present: Councillors M. Tadeson (Co-Chair) and M. Spadafora (Co-Chair)
Councillors J. Beattie, C. Cassar, M. Francis, T. Hwang, T. McMeekin, and E. Pauls

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THE AIRPORT SUB-COMMITTEE PRESENTS REPORT 23-005 AND RESPECTFULLY RECOMMENDS:

1. Airport Lease – Verbal Update (Item 14.1)

That the Airport Lease – Verbal Update, be received and remain confidential.

2. Terms and Obligations of the Current Airport Lease (Item 11.1)

That staff be directed to report back to the Airport Sub-Committee with information respecting the terms and obligations of Tradeport International Corporation in the current Airport lease along with an evaluation of how those terms and obligations have been satisfied to date.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

CHANGE TO THE ORDER OF ITEMS

That consideration of Item 11.1 respecting the Terms and Obligations of the Current Airport Lease be deferred until after the consideration of Item 14.1 Airport Lease – Verbal Update in Closed Session.

The agenda for the December 1, 2023 Airport Sub-Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) October 6, 2023 (Item 4.1)

The Minutes of the October 6, 2023 meeting of the Airport Sub-Committee were approved, as presented.

(d) PRIVATE AND CONFIDENTIAL (Item 14)

(i) That Committee move into Closed Session pursuant to Section 9.3, Sub-sections (c), (j) and (k) of the City's Procedural By-law 21-021; and, Section 239(2), Sub-sections (c), (j), and (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to a proposed or pending acquisition or disposition of land for City or a local board purposes; a trade secret or scientific, technical, commercial or financial information that belongs to the City or a local board and has monetary value or potential monetary value; and, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the City or a local board.

(ii) Airport Lease – Verbal Update (Item 14.1)

For disposition of this matter, refer to Item 1.

(e) ADJOURNMENT (Item 15)

There being no further business, the Airport Sub-Committee was adjourned at 11:34 a.m.

Respectfully submitted,

Councillor Mark Tadeson
Co-Chair, Airport Sub-Committee

Aleah Whalen
Legislative Coordinator
Office of the City Clerk

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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	2024 Budget Submission Advisory Committee for Persons with Disabilities (CM24001) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Rebecca Banky (905) 546-2424 Ext. 6732
SUBMITTED BY: **SIGNATURE:**	Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office

RECOMMENDATION

That the Advisory Committee for Persons with Disabilities 2024 base budget submission attached as Appendix "A" to Report CM24001 in the amount of $23,172.00, be approved and referred to the 2024 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Advisory Committee for Persons with Disabilities Budget for 2024 in the total amount of $23,172.00 be submitted with the recommendation that it be approved.

The base budget request includes the 2023 approved budget ($14,100.00), funding for an accessibility award program already approved by council ($9,000), and $72 in additional monthly costs.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The base budget requested for 2024 for the Advisory Committee for Persons with Disabilities is $23,172. This includes the base budget from 2023

($14,100), funding for an accessibility award already approved by council ($9,000), and $72 in additional monthly costs.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

The base budget submission for the Advisory Committee for Persons with Disabilities is attached as Appendix "A" to Report CM24001.

The budget includes both incidental costs to support the Advisory Committee for Persons with Disabilities, as well as additional costs for specific events, programs and initiatives. Appendix "A" to Report CM24001 details the budget expenses for 2024.

In accordance with the Volunteer Committee Budget process, the budget is recommended for approval.

Committee Name	2023 Approved	2024 Base Request	Request from Reserve	Total 2024 Request
Advisory Committee for Persons with Disabilities (Appendix "A" to Report CM24001)	$14,100.00	$23,172.00	$0	$23,172.00

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Advisory Committee for Persons with Disabilities is able to put surplus funds from each year into a reserve for future purposes. The Committee may request to use those funds in future years for specific activities. This provides the Committee with an opportunity to plan ahead for specific projects, training or initiatives in future years, while minimizing increases to their annual base budget.

The Advisory Committee for Persons with Disabilities has not yet determined all their activities for 2024. Should additional funding for the activities of the Advisory Committee for Persons with Disabilities be required in 2024, and be available in the Volunteer Advisory Committee Reserves, requests for reserve funding will be made at the appropriate time to the General Issues Committee.

RELEVANT CONSULTATION

The Advisory Committee for Persons with Disabilities discussed and approved the budget at their December 12, 2023 meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendation in Report CM24001 will provide funding for the on-going operations of the Advisory Committee for Persons with Disabilities and enable them to continue to fulfil their mandate and terms of reference.

ALTERNATIVES FOR CONSIDERATION – N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report CM24001 – Advisory Committee for Persons with Disabilities 2024 Budget Submission

CITY OF HAMILTON

2024

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

James Kemp (Chair)	Kim Nolan
Paula Kilburn (Vice-Chair)	Tim Nolan
Patty Cameron	Jayne Cardno
Lance Dingman	Michelle Dent
Anthony Frisina	Mark McNeil
Levi Janosi	
Bob Semkow	
Tim Murphy	

MANDATE:

The Advisory Committee for Persons with Disabilities advises Council on providing full accessibility and inclusion of persons with disabilities in the City related to City goods and services and City-owned facilities and spaces and recommends to the City of Hamilton policies, procedures, standards and guidelines.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

Terms of Reference:

1. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), Ontario Human Rights Code (OHRC), and all applicable legislation, regulations, standards, policies and guidelines:
   i. Advise Council and staff on barriers affecting full participation of persons with disabilities in the City.
   ii. Advise Council and staff, annually about the preparation, implementation, and effectiveness of its accessibility plan required pursuant to the AODA.
   iii. Ensure that the right of access for persons with disabilities to programs and services provided by the City is sustained, maintained, and/or improved.
   iv. Review and comment to Council and other levels of government on pertinent reports, proposed legislation and studies which affect all persons with disabilities, where appropriate.
   v. Provide a forum where persons with disabilities and service representatives can express their concerns, identify barriers, share information and recommend improvements to the existing level of City services, goods, facilities and spaces, for

persons with disabilities, while taking into consideration a wide spectrum of disabilities in discussions and decision making.

vi. Educate and increase awareness to City Council and staff on issues which affect people with disabilities.

vii. Regularly review the progress and measure the success of the committee and its activities.

2. The Chair and Vice-Chair of the Advisory Committee for Persons with Disabilities may serve for more than one year in a Council term.
3. Members are expected to attend all meetings. 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.
4. Members are to adhere to the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Monthly Meetings Expenses (photocopying, refreshments, advertising, postage, MS Teams, etc.) Administrative Assistance (note-taking) for special meetings such as Roundtable.	$4,672.00
SUB TOTAL	**$4,672.00**

SPECIAL EVENT/PROJECT COSTS:

Conference and related travel expenses	$1,500.00
"Ability First" Accessibility Fair	$8,000.00
Accessibility Award Program	$9,000.00
SUB TOTAL	**$18,500.00**

TOTAL COSTS	**$23,172.00**

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

TOTAL 2024 BUDGET REQUEST (net of reserve funding)	**$23,172.00**
PREVIOUS YEAR (2023) APPROVED BUDGET (2023 Request $14,100)	**$14,100.00**

CERTIFICATION:

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

Representative's Name: **James Kemp**

Signature: *James Kemp*

Date: **December 13th, 2023**

Telephone #: [redacted]

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

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	January 17, 2024
SUBJECT/REPORT NO:	Arts Advisory Commission Budget Submission (PED24005) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Peter Fortune (905) 546-2424 Ext. 6281
SUBMITTED BY: **SIGNATURE:**	John Summers Acting Director, Tourism and Culture Planning and Economic Development Department John Summers

RECOMMENDATION

That the Arts Advisory Commission 2024 budget submission attached as Appendix “A” to Report PED24005 in the amount of $9,000 be approved and referred to the 2024 budget process for consideration.

EXECUTIVE SUMMARY

On September 13, 2023 Council approved the recommendation (CM23025) to pause all Volunteer Advisory Committees for review. The 2024 budget request will enable the Arts Advisory Commission to undertake consultation and outreach events with the arts community to share ideas and support the local arts community if and when the Arts Advisory Commission is reconstituted.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The 2024 Arts Advisory Committee budget will be $9,000.

Staffing: None

Legal: None

HISTORICAL BACKGROUND

The Arts Advisory Commission has the following mandate:

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

The primary focus of the Arts Advisory Commission pre-pandemic was community outreach in response the priorities developed through consultation with the arts community at the Big Picture 2017 Art Forum event. Given the effects of the pandemic on the arts community the Arts Advisory Commission undertook the Celebrating Resilience in the Arts project and survey in 2021 to begin to outreach to the arts community around pandemic recovery. In 2022 the Arts Advisory Commission focused on arts community recovery.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

This work supports the Council approved mandate of the Arts Advisory Commission and the recommendations of the Mayor’s Task Force on COVID recovery.

RELEVANT CONSULTATION

Not Applicable

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In the event that the Arts Advisory Commission is re-constituted, it will continue to fulfil its on-going responsibilities with regards to the City of Hamilton Arts Awards and the Public Art Program.

ALTERNATIVES FOR CONSIDERATION

Not applicable.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to PED24005 - 2024 Advisory Committees Budget Submission - Arts Advisory Commission

CITY OF HAMILTON

2024

ADVISORY COMMITTEES

BUDGET SUBMISSION

ARTS ADVISORY COMMISSION

PART A: General Information

ADVISORY COMMISSION MEMBERS:

Annette Paiement – Chair (resigned)	
Monolina Bhattacharyya-Ray	
Elizabeth Jayne Cardno	
Monika Ciolek (resigned)	
Lisa LaRocca	
Janna Malseed (resigned)	
Ranil Sonnadara	

MANDATE:

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

PART B: Strategic Planning

STRATEGIC OBJECTIVES:
The commission is in a pause state currently however in anticipation of a recruiting of a new quorum for 2024 we would like to request a budget of $9,000 (similar to 2023) to ensure that the Advisory Committee has funds when reinstated to pursue initiatives in support of their mandate.

ALIGNMENT WITH CORPORATE GOALS:

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

PART C: Budget Request

INCIDENTAL COSTS:

Refreshments for Committee Meetings (6 regular AAC meetings and Sub Committee Meetings)	$500
Off-site Meetings	$500
Refreshments for Training Sessions and Sub Committees	$800
Binders, office supplies, printing etc.	$500
Printing costs for reports, etc.	$1000
SUB TOTAL	**$3300**

SPECIAL EVENT/PROJECT COSTS:

Arts Community consultation outreach events	$16000
SUB TOTAL	**$16000**

TOTAL COSTS	**$19300**

Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	**$10300**

TOTAL 2024 BUDGET REQUEST (net of reserve funding)	**$9000**
PREVIOUS YEAR (2023) APPROVED BUDGET (2023 Request $)	**$9000**

CERTIFICATION:

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

Representative's Name: _____

Signature: _____

Date: _____

Telephone #: _____

CITY OF HAMILTON

MOTION

General Issues Committee: January 17, 2024

MOVED BY COUNCILLOR N. NANN…..……..

SECONDED BY COUNCILLOR ……..……

Immediate Federal Government Support Required for Asylum Claimants in Municipalities

WHEREAS, municipalities have been at the forefront of supporting asylum claimants and refugees and providing essential settlement and housing services;

WHEREAS, the rapid and sharp increase of asylum claims in Toronto, Montreal, Hamilton and other municipalities, particularly in the Greater Toronto and Hamilton Area (GTHA), are putting municipal governments under significant pressure;

WHEREAS, without federal action, asylum claimants will not have permanent shelter and housing options once they leave temporary accommodations, and the current crisis will continue to grow;

WHEREAS, refugees and asylum claimants make up over 40% of Hamilton's population in shelters, and is creating massive pressure on Hamilton's already overwhelmed shelter system that is under resourced to meet the unique and complex needs of asylum claimants;

WHEREAS, the supports provided to municipalities to receive asylum claimants are often short-term and focused on emergency response and shelter, but do not ensure permanent settlement and housing options for asylum claimants, including a focus on homeless prevention and long-term stability;

WHEREAS, the crisis of asylum claimants has inextricable links to the housing, homelessness and mental health crises in Canada and the immense pressure on municipal shelter, transitional and supportive housing systems;

WHEREAS, equity-deserving communities are disproportionately represented in asylum claimant populations seeking immediate necessary support which can also lead to further stigmatization and experiences of racism, discrimination, and harassment;

WHEREAS, action on behalf of the federal government and investing in supports to combat racism, specifically anti-Black racism, is imperative as asylum seekers commonly face racism and other forms of discrimination and hate;

WHEREAS, municipalities across Canada are committed to fostering diverse, inclusive and welcoming communities for all individuals seeking asylum and tackling anti-Black racism and other forms of racism;

WHEREAS, Hamilton, Toronto and other municipalities in the Greater Toronto Hamilton Area (GTHA) have been advocating for additional federal supports for asylum claimants over the past year;

THEREFORE IT BE RESOLVED,

That the Federation of Canadian Municipalities (FCM) be requested to strongly urge the federal government to take immediate action to support asylum claimants in Canadian municipalities by taking the following actions:

(a) Immediately provide financial support and reimbursements directly to municipalities to address the immediate short-term needs of asylum claimants and refugees through top-ups to the Canada Housing Benefit and the Interim Housing Assistance Program (IHAP);

(b) An ongoing commitment of Interim Housing Assistance Program (IHAP) funding to address estimated annual costs for refugees in 2024, and commit to future funding until the demand for shelter returns to sustainable levels;

(c) Collaborate with municipal governments to develop a long-term strategy to enhance capacity of local governments to effectively support asylum claimants and refugees, including through the development of tripartite agreements between municipalities, provinces and territories and the federal government to enhance cross-government coordination in providing immediate supports to asylum claimants;

(d) Recognizing that the rise in asylum seeking populations pursuing refuge in Canada is occurring in the midst of a housing crisis, provide additional funding through National Housing Strategy programs and the Canada Housing Benefit to support asylum claimants in the medium- and long-term;

(e) That the federal government broaden the eligibility for federally-funded settlement services to include asylum claimants who currently can only access provincially-funded services and also that settlement services be funded to support newcomers with housing searches as at present they mostly limited to orientation, language instruction, and employment; and

(f) Extend and make permanent the Rapid Housing Initiative with another intake in 2024/25 to enable municipalities to invest in supportive housing on an urgent basis and relieve pressure on the shelter system, and work with the provinces and territories to ensure that supportive units have wrap-around health and social supports and long-term operating funding;