



GENERAL ISSUES COMMITTEE REPORT 21-001

9:30 a.m.

Wednesday, January 13, 2021

Due to COVID-19 and the Closure of City Hall, this meeting was held virtually.

Present: Mayor F. Eisenberger, Deputy Mayor B. Clark (Chair)
Councillors M. Wilson, J. Farr, N. Nann, S. Merulla, C. Collins,
T. Jackson, E. Pauls, J.P. Danko, M. Pearson, B. Johnson,
L. Ferguson, A. VanderBeek

Absent: Councillors J. Partridge and T. Whitehead – Personal

THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 21-001, AND RESPECTFULLY RECOMMENDS:

1. Provincial Grant to Enhance Winterfest 2021 (PED21014) (City Wide) (Item 6.1)

That Report PED21014, respecting the Provincial Grant to Enhance Winterfest 2021, be received.

2. Downtown Dundas Business Improvement Area (BIA) Revised Board of Management (PED21017) (Ward 13) (Item 6.2)

That the following individual be appointed to the Downtown Dundas Business Improvement Area (BIA) Board of Management:

- (i) Kim Adams

3. Ottawa Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2021 (PED21007) (Wards 3 and 4) (Item 6.3)

- (a) That the 2021 Operating Budget for the Ottawa Street Business Improvement Area (BIA), attached as Appendix “A” to Report 21-001, in the amount of \$189,250, be approved;

- (b) That the levy portion of the Operating Budget for the Ottawa Street Business Improvement Area in the amount of \$133 K, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Ottawa Street Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Ottawa Street Business Improvement Area, be approved:

(i)	January	\$66,500
(ii)	June	\$66,500

4. Barton Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2021 (PED21004) (Ward 3) (Item 6.4)

- (a) That the 2021 Operating Budget for the Barton Village Business Improvement Area (BIA), attached as Appendix “B” to Report 21-001, in the amount of \$149,978, be approved;
- (b) That the levy portion of the Operating Budget for the Barton Village Business Improvement Area in the amount of \$70,318, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Barton Village Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Barton Village Business Improvement Area, be approved:

(i)	January	\$35,159
(ii)	June	\$35,159

5. Concession Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2021 (PED21005) (Ward 7) (Item 6.5)

- (a) That the 2021 Operating Budget for the Concession Street Business Improvement Area (BIA), attached as Appendix “C” to Report 21-001, in the amount of \$222,770.77, be approved;

- (b) That the levy portion of the Operating Budget for the Concession Street Business Improvement Area in the amount of \$115,499, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Concession Street Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Concession Street Business Improvement Area, be approved:
 - (i) January \$57,749.50
 - (ii) June \$57,749.50

6. Ancaster Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2021 (PED21006) (Ward 12) (Item 6.6)

- (a) That the 2021 Operating Budget for the Ancaster Village Business Improvement Area (BIA), attached as Appendix “D” to Report 21-001, in the amount of \$98 K, be approved;
- (b) That the levy portion of the Operating Budget for the Ancaster Village Business Improvement Area in the amount of \$98 K, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Ancaster Village Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Ancaster Village Business Improvement Area, be approved:
 - (i) January \$49,000
 - (ii) June \$49,000

7. Stoney Creek Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2021 (PED21008) (Ward 5) (Item 6.7)

- (a) That the 2021 Operating Budget for the Stoney Creek Business Improvement Area (BIA), attached as Appendix “E” to Report 21-001, in the amount of \$85,288, be approved;

- (b) That the levy portion of the Operating Budget for the Stoney Creek Business Improvement Area in the amount of \$49 K, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Stoney Creek Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Stoney Creek Business Improvement Area, be approved:

(i)	January	\$24,500
(ii)	June	\$24,500

8. Waterdown Business Improvement Area (BIA) Proposed Budget Schedule of Payments for 2021 (PED21009) (Ward 15) (Item 6.8)

- (a) That the 2021 Operating Budget for the Waterdown Business Improvement Area (BIA), attached as Appendix “F” to Report 21-001, in the amount of \$338,890, be approved;
- (b) That the levy portion of the Operating Budget for the Waterdown Business Improvement Area in the amount of \$250 K, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Waterdown Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Waterdown Business Improvement Area, be approved:

(i)	January	\$125,000
(ii)	June	\$125,000

9. Westdale Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments for 2021 (PED21010) (Ward 1) (Item 6.9)

- (a) That the 2021 Operating Budget for the Westdale Village Business Improvement Area (BIA), attached as Appendix "G" to Report 21-001, in the amount of \$125 K, be approved;
- (b) That the levy portion of the Operating Budget for the Westdale Village Business Improvement Area in the amount of \$125 K, be approved;
- (c) That the General Manager of the Finance and Corporate Services Department be authorized and directed to prepare the requisite By-law, pursuant to Section 208, *Ontario Municipal Act, 2001*, as amended, to levy the 2021 Operating Budget for the Westdale Village Business Improvement Area; and,
- (d) That the following schedule of payments for 2021 Operating Budget for the Westdale Village Business Improvement Area, be approved:
 - (i) January \$62,500
 - (ii) June \$62,500

10. 2020 Annual Report on the 2016-2020 Economic Development Action Plan Progress (PED20203) (City Wide) (Item 8.2)

That Report PED20203, respecting the 2020 Annual Report on the 2016-2020 Annual Economic Development Action Plan Progress, be received.

11. Hamilton Tax Increment Grant - 493 Dundas Street East, Waterdown (PED21011) (Ward 15) (Item 9.1)

- (a) That a Hamilton Tax Increment Grant Program application submitted by Woolcott Holdings Limited, for the property at 493 Dundas Street East, Waterdown, estimated at \$97,922.46 over a maximum of a five-year period, and based upon the incremental tax increase attributable to the development of 493 Dundas Street East, Waterdown, be authorized and approved in accordance with the terms and conditions of the Hamilton Tax Increment Grant Program;
- (b) That the Mayor and City Clerk be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to effect to the Hamilton Tax Increment Grant for by Woolcott Holdings Limited, for the property at 493 Dundas Street East, Waterdown, in a form satisfactory to the City Solicitor; and,

- (c) That the General Manager of the Planning and Economic Development Department be authorized to approve and execute any Grant Amending Agreements, together with any ancillary amending documentation, if required, provided that the terms and conditions of the Hamilton Tax Increment Grant Program, as approved by City Council, are maintained.

12. Municipal Accommodation Tax (PED20009(a)) (City Wide) (Item 9.2)

- (a) That Report PED20009(a), regarding the establishment of a Municipal Accommodation Tax in Hamilton, be received; and,
- (b) That staff be directed to report back to the General Issues Committee in late 2021 to provide recommendations related to the implementation of the Municipal Accommodation Tax and the updated Hamilton Tourism Strategy 2021 to 2025.

13. Update and Instructions regarding Local Planning Appeal Tribunal Appeals by McMaster University and Mohawk College of Development Charge By-law 19-142 (LS19034(a)) (City Wide) (Item 13.4)

- (a) That the direction provided to staff in Closed Session, respecting Report LS19034(a), respecting the Update and Instructions regarding Local Planning Appeal Tribunal Appeals by McMaster University and Mohawk College of Development Charge By-law 19-142, be approved; and,
- (b) That Report LS19034(a), respecting the Update and Instructions regarding Local Planning Appeal Tribunal Appeals by McMaster University and Mohawk College of Development Charge By-law 19-142, including Appendices "A" and "B", remain confidential.

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 1)

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

13. PRIVATE & CONFIDENTIAL

13.4. Update and Instructions regarding Local Planning Appeal Tribunal Appeals by McMaster University and Mohawk College of Development Charge By-law 19-142 (LS19034(a)) (City Wide)

Pursuant to Section 8.1, Sub-sections (e) and (f) of the City's Procedural By-law 18-270, as amended, and Section 239(2), Sub-sections (e) and (f) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

The agenda for the January 13, 2021 General Issues Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

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

(i) December 9, 2020 and December 14, 2020 (Items 3.1 and 3.2)

The Minutes of the December 9, 2020 and December 14, 2020 General Issues Committee meetings were approved, as presented.

(d) PUBLIC HEARINGS / DELEGATIONS (Item 7)

(i) Donna Skelly, MPP, respecting New Programs to Assist Primarily Small Businesses through the Current Provincial COVID-19 Lockdown (Item 7.1)

MPP Donna Skelly and Adam Oldfield addressed Committee respecting new programs to assist primarily small businesses through the current Provincial COVID-19 Lockdown and provided the website to for the public; www.reliefwithinreach.ca.

MPP Donna Skelly and Adam Oldfield were provided additional time, beyond the permitted 5 minutes, to continue with their presentation.

The presentation provided by MPP Donna Skelly and Adam Oldfield, respecting new programs to assist primarily small businesses through the current Provincial COVID-19 Lockdown, was received.

(e) STAFF PRESENTATIONS (Item 8)

(i) COVID-19 Verbal Update (Item 8.1)

Paul Johnson, General Manager of the Healthy and Safe Communities Department, provided Committee with a verbal update respecting COVID-19.

The verbal update respecting COVID-19 was received.

The General Issues Committee recessed for one-half hour to 12:55 p.m.

(ii) 2020 Annual Report on the 2016-2020 Economic Development Action Plan Progress (PED20203) (City Wide) (Item 8.2)

The presentation, respecting Report PED20203 - 2020 Annual Report on the 2016-2020 Annual Economic Development Action Plan Progress, was received.

For disposition of this matter, please refer to Item 10.

(f) GENERAL INFORMATION/OTHER BUSINESS (Item 12)

(a) Amendments to the Outstanding Business List (Item 12.1)

The amendments to the General Issues Committee's Outstanding Business List was approved, as follows:

12.1.a. Items to be Removed:

12.1.a.a. Annual Report on the 2016-2020 Economic Development Action Plan
(Addressed as Item 8.2 on this agenda - Report PED20203)

12.1.a.b. Recommendations to Ensure Tenants Living in Rental Properties are included on the Municipal Elections Voters' List
(Addressed at the December 9, 2020 GIC as Item 9.7 - Report FCS20081)

- 12.1.a.c. Status Update respecting the Implementation of the Equity, Diversity and Inclusion Process (Addressed at the December 9, 2020 GIC as Item 8.3 - Report HUR19019(a))
- 12.1.a.d. Establishing a Gender and Equity Lens (Addressed at the December 9, 2020 GIC as Item 8.3 - Report HUR19019(a))
- 12.1.a.e. Implementation and Resources Required regarding the Corporate Goals and Areas of Focus for Climate Mitigation and Adaptation (Addressed at the November 4, 2020 GIC as Item 8.2 - Report CMO19008(a) / HSC19037(a))
- 12.1.a.f. Municipal Accommodation Tax (Addressed as Item 9.2 on this agenda - Report PED20009(a))
- 12.1.a.g. Report of the Mayor's Task Force on Economic Recovery (Addressed at the December 9, 2020 GIC as Item 8.1)

(g) PRIVATE & CONFIDENTIAL (Item 13)

- (i) Closed Session Minutes – November 30, 2020; December 9, 2020 and December 14, 2020 (Items 13.1, 13.2 and 13.3)**
 - (a) The Closed Session Minutes of the November 30, 2020; December 9, 2020 and December 14, 2020 General Issues Committee meetings, were approved, as presented; and,
 - (b) The Closed Session Minutes of the November 30, 2020; December 9, 2020 and December 14, 2020 General Issues Committee meetings shall remain confidential.

Committee moved into Closed Session respecting Item 13.4, pursuant to Section 8.1, Sub-sections (e) and (f) of the City's Procedural By-law 18-270, as amended, and Section 239(2), Sub-sections (e) and (f) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(h) ADJOURNMENT (Item 14)

There being no further business, the General Issues Committee adjourned at 3:50 p.m.

Respectfully submitted,

Deputy Mayor Brad Clark
Chair, General Issues Committee

Stephanie Paparella
Legislative Coordinator,
Office of the City Clerk

**OTTAWA STREET
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2021 OPERATING BUDGET**

Revenue	
BIA Levy	\$133,000
Market Rent	\$4,400
Grants	\$21,000
Sew Hungry	\$21,000
Marketing & Advertising Carryover	\$750
Events Carryover	\$9,100
Total Revenues	\$189,250
Expenses	
Insurance	\$3,500
Office Facilities	\$31,900
Contract Employee(s)	\$32,000
Occasional Employees	\$3,500
Administration	\$4,100
Beautification	\$31,900
Marketing/Advertising	\$32,250
Events/Operational	\$24,100
Sew Hungry	\$26,000
Total Expenses	\$189,250

**BARTON VILLAGE
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2021 OPERATING BUDGET**

Revenue	
BIA Levy	\$70,318
Grants & Sponsorships	\$79,660
Total Revenues	\$149,978
Expenses	
<i>Marketing and Advertising</i>	
Banners/Median Lights	\$2,000
Marketing Coordinator	\$29,760
<i>Festival and Events</i>	
Barton Village Festival	\$33,000
Recurring Events	\$1,000
<i>Meetings and Business Development</i>	
Annual General Meeting	\$1,200
BIA Meetings	\$400
Property of Excellence Awards	\$500
<i>Beautification</i>	
Flower planters (plants and water service) lights, boulevard	\$2,000
<i>Insurance</i>	
General Insurance & Officers & Directors Liability	\$2,500
<i>Membership</i>	
Ontario BIA Membership	\$250
<i>Co-ordination</i>	
Partial Benefits	\$0
Accountant	\$1,200
Executive Director	\$39,000
Office Rent	\$23,052
Telephone/Internet	\$1,566
Office and BIA Supplies	\$1,000
Website Management	\$400
Financial Audit	\$500
Bank Charges	\$150
Levy Reconciliations (due to write offs)	\$500
Professional Development/Grants for Staff	\$10,000
Total Expenses	\$149,978

**CONCESSION STREET
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2021 OPERATING BUDGET**

Revenue	
BIA Levy	\$115,499
Contingency Funds	
Deferred 2020 Shared Parking Funds	\$14,271.77
HST Refund	\$8,000
Cashable Guaranteed Investment	\$50,000
Carryover 2020 Bank Balance	\$35,000
Total Revenues	\$222,770.77
Expenses	
Operations	
Admin Support	\$1,200
Website/Tech/Cell Phone	\$2,200
Rent	\$7,787.96
Insurance (Director Liability)	\$5,100
Acct/Auditor	\$1,300
Utilities (Hydro)	\$1,200
Payroll	
Admin (50%)	\$23,769
Marketing (35%)	\$16,637.95
Beautification (15%)	\$7,130.05
Marketing	
Advertising/Promotion	\$10,000
Sidewalk Sounds	\$8,500
Streetfest	\$10,000
Winter Solstice	\$2,500
Fallfest	\$4,174.04
Easter Celebration	\$300
Beautification	
City Flower Contract	\$5,000
Banners	\$5,000
Street Cleaning	\$200
On-Street Patio	\$3,500
Contingency (from non-BIA Revenue)	\$107,271.77
Total Expenses	\$220,770.77

**ANCASTER VILLAGE
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2021 OPERATING BUDGET**

Revenue	
BIA Levy	\$98,000
Total Revenues	\$98,000
Expenses	
BIA Contingency	\$5,000
Admin Services	\$40,000
Aesthetics	\$9,000
Marketing	\$24,000
Events	\$20,000
Total Expenses	\$98,000

**STONEY CREEK
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2021 OPERATING BUDGET**

Revenue	
BIA Levy	\$49,000
Opening Bank Balance	\$8,588
HST Refund	\$5,200
Vendors	\$7,000
Sponsorships/Grants	\$3,000
City Enrichment Fund (est.)	\$3,000
Grants	\$9,000
Associate Memberships	\$500
Total Revenues	\$85,288
Expenses	
<i>Streetscape</i>	
Banner Installation	\$3,750
Planters	\$1,500
Christmas Wreath Installation	\$4,500
<i>Promotion</i>	
Web Page Hosting	\$500
Santa Claus Parade	\$500
<i>Administration</i>	
Executive Director	\$23,300
Student	\$3,000
Meeting Expenses	\$400
Office Supplies	\$350
Liability Insurance	\$2,000
OBIAA Membership	\$250
Bank Charges	\$60
Audit Fees	\$475
<i>Events</i>	
Strawberry/Folkfest	\$9,000
Pumpkin Fest	\$9,000
Stoney Creek Sparkles	\$3,000
Jazz in the Creek	\$5,000
Market	\$3,000
Kringle in the Creek	\$3,000
<i>Reserve Fund</i>	\$12,703
Total Expenses	\$85,288

WATERDOWN BUSINESS IMPROVEMENT AREA (BIA) PROPOSED 2021 OPERATING BUDGET

Revenue	
BIA Levy	\$250,000
Property Tax Adjustments	-\$10,000
Vendor Fees	\$13,500
Event Revenues	\$6,000
Grants	\$6,500
Transfer from Surplus	\$46,390
Other (ticket sales, fees, City contributions)	\$3,000
Marketing Reserve Contribution	\$10,000
HST Refund	\$13,500
Total Revenues	\$338,890
Expenses	
Admin & Operations	\$142,275
Beautification	\$87,000
Farmers' Market	\$27,815
Events & Promotions	\$21,800
Marketing & Advertising	\$40,500
Member Engagement	\$2,500
HST Paid	\$13,500
Non-Refundable 22% of PST	\$3,500
Total Expenses	\$338,890

**WESTDALE VILLAGE
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2021 OPERATING BUDGET**

Revenue	
BIA Levy	\$125,000
Total Revenues	\$125,000
Expenses	
Staffing	\$33,000
Special Events	\$34,000
Marketing	\$33,000
Office Expenses	\$1,000
Beautification	\$18,000
Casual Labour	\$2,000
Contingency	\$4,000
Total Expenses	\$125,000