



## **AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 21-006**

**9:30 a.m.  
April 22, 2021  
Council Chambers  
Hamilton City Hall**

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**Present:** Councillors L. Ferguson (Chair), C. Clark, C. Collins, B. Johnson, M. Pearson, A. VanderBeek, and M. Wilson

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### **THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE PRESENTS REPORT 21-006 AND RESPECTFULLY RECOMMENDS:**

**1. Records Retention By-law Amendment (FCS21034) (City Wide) (Item 7.3)**

That the draft by-law, entitled “To Amend By-law No. 11-040 To Establish Retention Periods for Records of the City of Hamilton”, attached as Appendix “A”, be enacted by Council.

**2. Tax and Rate Operating Budget Variance Report as at December 31, 2020 and Budget Control Policy (FCS20069(b)) (City Wide) (Item 8.1)**

- (a) That the Tax and Rate Operating Budget Variance Report as at December 31, 2020 attached as Appendices “A” and “B”, respectively, to Report FCS20069(b) be received;
- (b) That, in accordance with the “Budgeted Complement Control Policy”, the 2020 complement transfer transferring complement from one department / division to another, complement additions and removals of FTE with no impact on the levy, and budget from one department / division to another or from one cost category to another with no impact on the levy as outlined in Appendix “A” to Audit, Finance and Administration Report 21-006, be approved;
- (c) That, in accordance with the “Budget Complement Control Policy”, the 2020 extensions of temporary positions with 24-month terms or greater, with no impact on the levy, as outlined in Appendix “B” to Audit, Finance and Administration Report 21-006, be approved;
- (d) That, subject to finalization of the 2020 audited financial statements, the Disposition of 2020 Year-End Operating Budget Surplus / Deficit be approved as follows:

DISPOSITION / RECONCILIATION OF YEAR-END SURPLUS/ (DEFICIT)	\$	\$
<b>Corporate Surplus from Tax Supported Operations</b>		<b>\$ 55,325,707</b>
<b>Disposition to/from Self-Supporting Programs &amp; Agencies</b>		<b>\$ (6,063,995)</b>
Less: Police (Transfer to Police Reserve)	\$ (2,690,482)	
Less: Library (Transfer to Library Reserve)	\$ (3,333,841)	
Less: Farmers Market (Transfer to Hamilton Farmers Market Reserve)	\$ (39,672)	
<b>Balance of Corporate Surplus</b>		<b>\$ 49,261,712</b>
Less: Transfer to Tax Stabilization Reserve		\$ (2,000,000)
Less: Transfer to Early Years System Reserve		\$ (3,000,000)
Add: Transfer from HEF Capital Project Reserve		\$ 903,318
Less: Transfer to fund 2021 "Rent Ready" Program		\$ (1,000,000)
Less: Transfer to fund Menstrual Products Affordability Pilot Program		\$ (121,000)
Less: Transfer to Climate Change Reserve		\$ (1,500,000)
Less: Transfer to 2022 Capital Budget - Recreation Facilities Discretionary Block (Unallocated Capital Levy Reserve)		\$ (700,000)
Less: Transfer to ATS Reserve for PRESTO Agreement		\$ (162,872)
Less: Transfer to fund Red Hill Creek Inquiry		\$ (5,000,000)
Less: Transfer to Sick Leave Liability - General Reserve		\$ (1,300,000)
Less: Transfer to fund shortfall in Development Charge Exemptions		\$ (15,100,000)
Less: Hamilton Status of Women Advisory Committee - Donation of Remaining 2020 Budget Allocation		\$ (3,996)
Less: Transfer to COVID-19 Emergency Reserve		\$ (20,277,162)
<b>Balance of Tax Supported Operations</b>		<b>\$ -</b>
<b>Corporate Deficit from Rate Supported Operations</b>		<b>\$ (4,592,662)</b>
Add: Transfer from the Rate Supported Water Reserve		\$ 10,211,949
Less: Transfer to the Rate Supported Wastewater Reserve		\$ (5,619,287)
<b>Balance of Rate Supported Operations</b>		<b>\$ -</b>

- (e) That, the Outstanding Business List Item requiring the General Manager, Finance and Corporate Services, to report back on the potential use of City reserves to address the 2020 deficit related to the financial impact of COVID-19 be considered complete and removed from the General Issues Committee's Outstanding Business List.

### 3. Cyber Security Audit (AUD21004) (City Wide) (Item 10.1)

- (a) That Confidential Appendices "A" and "C" to Report AUD21004, respecting the Cyber Security Audit be received;
- (b) That the Management Responses, as detailed in Confidential Appendices "B" and "D" of Report AUD21004 be approved;
- (c) That the General Manager of Finance and Corporate Services be directed to instruct the appropriate staff to have the Management Responses (attached as Confidential Appendix "B" to Report AUD21004) implemented;
- (d) That the General Manager of Public Works be directed to instruct the appropriate staff to have the Management Responses (attached as Confidential Appendix "D" to Report AUD21004) implemented; and,
- (e) That the Appendices "A", "B", "C", "D" and "E" to Report AUD21004, respecting Cyber Security Audit Report, and Cyber Security Recommendations and Management Responses, remain confidential and restricted from public disclosure.

**4. Citizen Committee Report - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee – Community Survey (Added Item 10.2)**

- (a) That the City of Hamilton approve the Community Survey, attached as Appendix “C” to Audit, Finance and Administration Report 21-006, and distribute it through the Engage Hamilton platform or, if there is something that unexpectedly prevents the timely use of that platform, that it be distributed using SurveyMonkey by the members of the LGBTQ Advisory Committee themselves; and;
- (b) That the survey be released no later than April 29, 2021 and that it be up for no less than 2 weeks, until May 13, 2021, with results sent to the LGBTQ Advisory Committee no later than May 14, 2021 so that members of the Committee, and the public, will have time to review them before the next meeting of the LGBTQ Advisory Committee on May 18, 2021.

**5. Appointments to the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee for the remainder of the 2018 – 2022 Term (Item 14.3)**

That the appointments to the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee for the remainder of the 2018-2022 Term be approved and released publicly following approval by Council.

**FOR INFORMATION:**

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

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

**9. PUBLIC HEARINGS / DELEGATIONS**

- 9.1 Public Meeting Respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study
  - 9.1(a) Added Presentation from Watson and Associates
  - 9.1(b) Registered Delegations:
    - (i) Karl Andrus, HCBN
  - 9.1(c) Written Submissions:
    - (i) Lakewood Beach Community Council
    - (ii) Robert D. Aburto, Gowling WLG

**10. DISCUSSION ITEMS**

- 10.2 Citizen Committee Report - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee – Community Survey

The agenda for the April 22, 2021 Audit, Finance and Administration 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) April 8, 2021 (Item 4.1)**

The Minutes of the April 8, 2021 meeting of the Audit, Finance and Administration Committee were approved, as presented.

**(d) CONSENT ITEMS (Item 7)**

The following Consent Items (Item 7), were received:

- (i) Interview Sub-Committee to the Audit, Finance and Administration Committee Minutes: (Item 7.1)
  - (1) April 6, 2021 (Item 7.1(a))
  - (2) April 13, 2021 (Item 7.1(b))
- (ii) Various Advisory Committee Minutes: (Item 7.2)
  - (1) Immigrant and Refugee Advisory Committee - January 14, 2021 (Item 7.2(a))
  - (2) Immigrant and Refugee Advisory Committee - February 11, 2021 (Item 7.2(b))
  - (3) Hamilton Mundialization Committee - January 20, 2021 (Item 7.2(c))
  - (4) Aboriginal Advisory Committee - December 3, 2020 (Item 7.2(d))
  - (5) Aboriginal Advisory Committee - No Quorum Notes - January 7, 2021 (Item 7.2(e))
  - (6) Aboriginal Advisory Committee - No Quorum Notes - April 1, 2021 (Item 7.2(f))
  - (7) Hamilton Status of Women Committee - November 26, 2020 (Item 7.2(g))

(8) Hamilton Status of Women Committee - January 28, 2021 (Item 7.2(h))

(9) Hamilton Status of Women Committee - February 25, 2021 (Item 7.2(i))

**(i) Records Retention By-law Amendment (FCS21034) (City Wide) (Item 7.3)**

That staff be directed to report back to the Audit, Finance & Administration Committee on May 6, 2021, outlining the City's current practice for the retention of the video recordings of Council, Sub-Committee, and Advisory Committee meetings.

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

**(i) Tax and Rate Operating Budget Variance Report as at December 31, 2020 and Budget Control Policy (FCS20069(b)) (City Wide) (Item 8.1)**

Mike Zegarac, General Manager of Finance and Corporate Services addressed the Committee with a staff presentation respecting Report FCS20069(b), the Tax and Rate Operating Budget Variance Report as at December 31, 2020 and Budget Control Policy.

The Staff Presentation respecting Report FCS20069(b), the Tax and Rate Operating Budget Variance Report as at December 31, 2020 and Budget Control Policy, was received.

For further disposition of this matter, please refer to Item 2.

**(f) PUBLIC HEARINGS / DELEGATIONS (Item 9)**

**(i) Public Meeting Respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study (Item 9.1)**

The Chair advised that Item 9.1 was a public meeting pursuant to Section 12 of the *Development Charges Act, 1997*, to present and obtain public input respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study. The Chair further advised that notice of the public meeting was provided and posted on the City of Hamilton's website. Additionally, notice was published in the Hamilton Spectator on March 25th, 2021 and the Hamilton Community News on March 26th, 2021, inviting interested parties to pre-register to be a virtual delegate.

Gary Scandlan, from Watson & Associates, addressed the Committee respecting the 2019 Development Charge By-law Amendment and the

2021 Development Charges Background Study, with the aid of a presentation.

Councillor Ferguson relinquished the Chair to Councillor Pearson in order to introduce the following motion.

That staff be directed to exempt Agricultural Societies (Binbrook, Rockton, and Ancaster) from Development Charges.

Councillor Ferguson withdrew his motion and assumed the Chair.

The presentation from Gary Scandlan, Watson & Associates respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study, was received.

### **Registered Speaker**

The following Registered Speaker addressed the Committee respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study:

9.1(b) Karl Andrus, HCBN

The registered speaker's delegation respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study, was received.

### **Written Submissions**

The following Written Submissions respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study, were received:

9.1(c) Lakewood Beach Community Council

9.1(d) Roberto D. Aburto, Gowling WLG

The public meeting respecting the 2019 Development Charge By-law Amendment and the 2021 Development Charges Background Study, was closed.

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

### **(i) Cyber Security Audit (AUD21004) (City Wide) (Item 10.1)**

Consideration of Report AUD21004, respecting the Cyber Security Audit, was deferred until after Closed Session.

For disposition of this matter, please refer to Item 3.

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

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

The following amendment to the Audit, Finance & Administration Committee's Outstanding Business List, were approved:

**(a) Item Considered Complete and Needing to be Removed:**

Citizen Committee Report - Hamilton Status of Women Advisory Committee - Donation of Remaining 2020 Budget Allocation  
Added: February 4, 2021 at AF&A - Item 9.1  
Completed: April 22, 2021 at AF&A - Item 8.1 (FCS20069(b))  
OBL Item: 21-A

**(i) PRIVATE AND CONFIDENTIAL (Item 14)**

**(i) Closed Minutes – April 8, 2021**

**(a)** The Closed Session Minutes of the April 8, 2021 Audit, Finance and Administration Committee meeting, were approved as presented; and,

**(b)** The Closed Session Minutes of the April 8, 2021 Audit, Finance and Administration Committee meeting, remain confidential.

**(ii) Attendance in Closed Session respecting Appendices 'A', 'B', 'C', 'D', and 'E' to Cyber Security Audit (AUD21004) (City Wide) (Item 14.2)**

Aron Feuer, Managing Director Cybersecurity, Valencia IIP Advisors Limited was permitted to attend the Closed Session portion of the meeting with respect to Confidential Appendices "A" through "E" to Report AUD21004, respecting the Cyber Security Audit.

Committee moved into Closed Session respecting Item 14.2, pursuant to Section 9.1, Sub-section (a) of the City's Procedural By-law 21-021, and Section 239(2), Sub-section (a) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertained to the security of the property of the municipality or local board.

**(iii) Appendices 'A', 'B', 'C', 'D', and 'E' to Cyber Security Audit (AUD21004) (City Wide) (Item 14.2)**

For disposition of this matter, please refer to Item 3.

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

**(iv) Appointments to the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee for the remainder of the 2018 – 2022 Term (Item 14.3)**

For disposition of this matter, please refer to Item 5.

**(j) ADJOURNMENT (Item 15)**

There being no further business, the Audit, Finance and Administration Committee adjourned at 1:04 p.m.

Respectfully submitted,

Councillor Ferguson, Chair  
Audit, Finance and Administration  
Committee

Angela McRae  
Legislative Coordinator  
Office of the City Clerk



**CITY OF HAMILTON  
BUDGET AMENDMENT SCHEDULE**

**STAFF COMPLEMENT CHANGE**

**Complement Transfer to another division or department <sup>(1,2)</sup>**

ITEM #	TRANSFER FROM				TRANSFER TO			
	Department	Division	Position Title (2)	FTE	Department	Division	Position Title (2)	FTE
1.0	Public Works	Engineering Services	PM Fac & Parks Infrastr	1.0	Public Works	Energy, Fleet & Facilities	PM Fac & Parks Infrastr	1.0
	<b>Explanation:</b> To approve the transfer between Divisions within Public Works. Efficiencies gained by directly reporting to Facilities Capital section.							
1.1	Public Works	Engineering Services	Infrastr Progr Technologist	1.0	Public Works	Energy, Fleet & Facilities	Infrastr Progr Technologist	1.0
	<b>Explanation:</b> To approve the transfer between Divisions within Public Works. Efficiencies gained by directly reporting to Facilities Capital section.							
1.2	Public Works	Engineering Services	Infrastructure Programming Technologist	1.0	Public Works	Engineering Services	Proj Mgr-Subsurf Infrastructure	1.0
	<b>Explanation:</b> To convert 1 FTE Infrastructure Programming Technologist (grade L, CUPE 5167) position to a Project Manager -Subsurface Infrastructure (grade 6, CUPE 1041). The Project Manager position is more applicable to the required functions and level of expertise required of this position.							
1.3	Public Works	Environmental Services	Admin Secty Forestry Student Admin Secty-Student Student Local 5	0.33 0.33 0.34	Public Works	Environmental Services	Sr. Project Manager - Quality Management	1.0
	<b>Explanation:</b> To convert 3 part-time student positions (CUPE 5167) totalling 1 FTE to a Senior Project Manager - Quality Management (grade 6, non-union) to implement a Quality Management system team to align with the Public Works model. Funded from within existing operating budget.							
1.4	Public Works	Environmental Services	Waste Collection Operator	1.0	Public Works	Environmental Services	Quality Management Coordinator	1.0
	<b>Explanation:</b> To convert 1 FTE Waste Collection Operator (grade F, CUPE 5167) to a Quality Management Coordinator (grade 5, non-union) to implement a Quality Management system team to align with the Public Works model. Funded from within existing operating budget.							
1.5	Public Works	Energy, Fleet & Facilities	Operator CUP	1.0	Public Works	Energy, Fleet & Facilities	Facility Planning Analyst	1.0
	<b>Explanation:</b> To convert 1 FTE Operator CUP (grade H) to a Facility Planning Analyst (grade 5). To be funded within existing operating budget. This position is required to ensure the optimization of real estate utilization.							
1.6	Public Works	Energy, Fleet & Facilities	Spec Clerk	1.0	Public Works	Energy, Fleet & Facilities	Sr Contracts Analyst Facilities/Energy Cap	1.0
	<b>Explanation:</b> To approve convert 1 FTE Spec Clerk (Grade F) to a Sr Contract Analyst (Grade 5). Position funded within existing Capital Budget. Position will provide efficiencies within the Facilities Capital section.							
1.7	Public Works	Engineering Services	Infra Prog Techl - Co Op Student	1.0	Public Works	Engineering Services	Infrastructure Programming Technologist	1.0
	<b>Explanation:</b> To convert 1 FTE Co-op Student position to a Infrastructure Programming Technologist (CUPE 5167, grade L). Position funded within existing Capital Budget. The Technologist position is more applicable to the required functions and level of expertise required within the scope of responsibilities.							
1.8	Public Works	Engineering Services	Techl Transp Transit Coop	1.0	Public Works	Engineering Services	Project Manager of Bridges and Structures	1.0
	<b>Explanation:</b> To convert 1 FTE Co-op Student position to a Project Manager (CUPE 1041, grade 6). Position funded within existing Capital Budget. The Project Manager position is required to deliver expanded bridges and structures program delivery functions, management of projects and programs in states of major maintenance and minor rehabilitation.							
1.9	City Manager's Office	Strategic Partnerships & Communications	Dir - Enterprise Management	1.0	City Manager's Office	Government and Community Relations	Dir - External Relations	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.0	City Manager's Office	Strategic Partnerships & Communications	Mgr - Community Initiatives	1.0	City Manager's Office	Government and Community Relations	Mgr - Community Initiatives	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.1	City Manager's Office	Strategic Partnerships & Communications	Snr Proj Manager - Comm Initiatives	1.0	City Manager's Office	Government and Community Relations	Snr Proj Manager - Comm Initiatives	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.2	City Manager's Office	Strategic Partnerships & Communications	Admin/ CEF Coordinator	1.0	City Manager's Office	Government and Community Relations	Admin/ CEF Coordinator	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							

ITEM #	TRANSFER FROM				TRANSFER TO			
	Department	Division	Position Title (2)	FTE	Department	Division	Position Title (2)	FTE
2.3	City Manager's Office	CMO Admin	Chief Digital Officer	1.0	City Manager's Office	Digital & Innovations Office	Chief Digital Officer	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.4	City Manager's Office	Strategic Partnerships & Communications	Admin Assistant II	1.0	City Manager's Office	Digital & Innovations Office	Admin Assistant II	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.5	City Manager's Office	Strategic Partnerships & Communications	Corp Initiatives Prog Mgr	1.0	City Manager's Office	Digital & Innovations Office	Corp Initiatives Prog Mgr	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.6	City Manager's Office	Strategic Partnerships & Communications	Mgr - Revenue Generation	1.0	City Manager's Office	Digital & Innovations Office	Mgr - Coporate Partnerships	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.7	City Manager's Office	Strategic Partnerships & Communications	Account Coordinator	1.0	City Manager's Office	Digital & Innovations Office	Account Coordinator	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.8	City Manager's Office	CMO Admin	Dir - Communications	1.0	City Manager's Office	Communications & Strat Initiatives	Dir - Comms & Strat Iniatitives	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
2.9	City Manager's Office	Strategic Partnerships & Communications	Mgr - Communications	1.0	City Manager's Office	Communications & Strat Initiatives	Mgr - Communications	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.0	City Manager's Office	Strategic Partnerships & Communications	Communication Officers	3.0	City Manager's Office	Communications & Strat Initiatives	Communication Officers	3.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.1	City Manager's Office	Strategic Partnerships & Communications	Communication Officer	1.0	City Manager's Office	Communications & Strat Initiatives	Video Producer	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.2	City Manager's Office	Strategic Partnerships & Communications	Snr Comms Officer	3.0	City Manager's Office	Communications & Strat Initiatives	Snr Comms Officer	3.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.3	City Manager's Office	Strategic Partnerships & Communications	Snr Digital Officer	1.0	City Manager's Office	Communications & Strat Initiatives	Snr Digital Officer	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.4	City Manager's Office	Strategic Partnerships & Communications	Digital Comms Officer	2.0	City Manager's Office	Communications & Strat Initiatives	Digital Comms Officer	2.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.5	City Manager's Office	Strategic Partnerships & Communications	Digital Comms Admin	1.0	City Manager's Office	Communications & Strat Initiatives	Digital Comms Admin	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.6	City Manager's Office	Strategic Partnerships & Communications	Creative Design Lead	1.0	City Manager's Office	Communications & Strat Initiatives	Creative Design Lead	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.7	City Manager's Office	Strategic Partnerships & Communications	Graphic Designers	5.0	City Manager's Office	Communications & Strat Initiatives	Graphic Designers	5.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.8	City Manager's Office	Strategic Partnerships & Communications	Social Media Mktg & Creative	1.0	City Manager's Office	Communications & Strat Initiatives	Mgr Social Media Mtkg & Creative	1.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							
3.9	City Manager's Office	Strategic Partnerships & Communications	Marketing Officers	2.0	City Manager's Office	Communications & Strat Initiatives	Marketing Officers	2.0
	<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.							

**BUDGET RESTATEMENT**

**Budget Transfer to another division or department**

ITEM #	TRANSFER FROM			TRANSFER TO		
	Department	Division	Amount	Department	Division	Amount
1.0	City Manager's Office	Strategic Partnership & Communications	\$2,136,559.00	City Manager's Office	Communications & Strategic Initiatives	\$2,136,559.00
<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.						
1.1	City Manager's Office	CMO Admin	\$298,770.00	City Manager's Office	Digital & Innovation Office	\$298,770.00
<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.						
1.2	City Manager's Office	CMO Admin	\$223,547.00	City Manager's Office	Communications & Strategic Initiatives	\$223,547.00
<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.						
1.3	City Manager's Office	Strategic Partnership & Communications	\$838,104.00	City Manager's Office	Government and Community Relations	\$838,104.00
<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.						
1.4	City Manager's Office	Strategic Partnership & Communications	(\$191,183.00)	City Manager's Office	Digital & Innovation Office	(\$191,183.00)
<b>Explanation:</b> To reflect divisional changes within City Manager's Office with no impact to net levy.						

**Note** - Above budget transfers remain in the same cost category.

**FTE Additions / Removals**

ITEM #	FTE Details			FTE
	Department	Division	Position Title (2)	
1.0	Healthy and Safe Communities	Hamilton Paramedic Service	Paramedic Stores Clerk	1.0
<b>Explanation:</b> To better align with each other's unique business needs and daily operation requirements at Stores, Hamilton Paramedic Service (HPS) and Hamilton Fire Department (HFD) have agreed to separate these duties with the goal to improve the overall function of the warehouse operations to support both departments and further enhance the overall operations within the City of Hamilton. While HPS and HFD will still have some shared responsibility and accountability for managing shared stock items that both departments currently use, HPS will require its own Storekeeper for their unique business needs.				
1.1	Public Works	Engineering Services	LRT Employees (1 Sr Pri Mgr, 2 Pri Mgrs, 3	(6.0)
<b>Explanation:</b> Reduction of 6 FTE in Engineering Services as a result of the LRT Office closing.				

**Note** - Complement transfers include the transfer of corresponding budget.

(1) - All other budgeted complement changes that require Council approval per Budgeted Complement Control Policy must be done through either separate report or the budget process (i.e. Increasing/decreasing budgeted complement).

(2) - If a position is changing, the impact of the change is within 1 pay band unless specified.

**CITY OF HAMILTON  
BUDGETED COMPLEMENT TEMPORARY EXTENSION SCHEDULE**

**TEMPORARY POSITION EXTENSIONS**

**Extensions to temporary positions with terms of 24 months or greater as per the Budgeted Complement Control Policy**

ITEM #	TRANSFER FROM				TRANSFER TO			
	<u>Department</u>	<u>Division</u>	<u>Position Title</u>	<u>FTE</u>	<u>Department</u>	<u>Division</u>	<u>Position Title</u>	<u>FTE</u>
1	Planning and Economic Development	Planning	3D Model Specialist	1.0	Planning and Economic Development	Planning	3D Model Specialist	1.0
<p><b>Explanation:</b> The 3D Model Specialist position is funded through the capital budget account 8121957900 as approved in the 2019 capital budget and additional funding was approved in 2021 through the capital budget process. The temporary position was hired in July 2019 and the 24 month term will end July 2021. The 3D modeling program continues beyond the 24 months; staff are requesting to extend the temporary 3D Model Specialist position for the remainder of the project as long as funding is approved.</p>								

## Draft Community Survey

### History

The City of Hamilton's Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee has held an event at City Hall to recognize Pride for many years. In 2019, the Committee recommended to the City that it not hold a flag raising ceremony. Since that time, and since the events of Pride 2019, there have been many conversations in Two Spirit and LGBTQIA+ communities about this and other related issues.

### Preamble

The LGBTQ Advisory Committee is seeking feedback from members of Two Spirit and LGBTQIA+ communities about the City of Hamilton's recognition of Pride in our city and the role that our Committee should play in it.

The LGBTQ Advisory Committee hopes to make a recommendation to City Council about a potential event commemorating Pride and would like your feedback.

The answers to the questions below will inform our feedback and the recommendation we make to City Council for this year and in future years. No identifying information is being collected and your feedback will remain anonymous.

The LGBTQ Advisory Committee will be presenting the results of this survey at its meeting on **Tuesday, May 18, 2021**. Please visit the [Committee's page](#) on the City of Hamilton's website closer to that date for a report on the results.

When the data has been collected through the survey, and as we present it to the Committee in May, we will also look to [Mapping the Void](#) to help inform our recommendation.

You can follow the LGBTQ Advisory Committee on [Twitter](#) and [Facebook](#) to find out how you may participate in the meeting where the results will be shared.

## Questions

1. Do you live, work, or play in Hamilton (answer yes if any of these apply to you)?

Yes

No

Not sure

2. Have you ever attended an event put on by the City of Hamilton that recognized Pride?

Yes

No

Not sure

3. If yes, what was your experience like?

<long answer>

4. Do you think that the City of Hamilton should plan an annual event to recognize Pride?

Yes

No

Not sure

5. If yes, do you think that the LGBTQ Advisory Committee should be responsible for planning the event?

Yes

No

Not sure

6. Do you think an event to recognize Pride should include a flag raising ceremony?

- Yes
- No
- Not sure

7. Why or why not?

<long answer>

8. What other things do you think might be important as part of an event to recognize Pride?

<long answer>

9. Please let us know if there is anything else you would like the LGBTQ Advisory Committee to know in order to help them make a recommendation to City Council about an event to recognize Pride, this year and in future years.

<long answer>

10. How do you identify your sexual orientation? Please check all that apply.

- Ace/Asexual
- Bisexual
- Gay
- Heterosexual/Straight
- Lesbian
- Man who has sex with men (msm)
- Pansexual
- Polysexual
- Queer
- Questioning
- Two-spirit
- Woman who has sex with women (wsw)
- Not Sure
- Prefer to self-identify, please specify:
- Prefer not to answer

11. Which of the following best describes your gender? Please check all that apply.

Agender/Non-gender  
Androgynous  
Bigender  
Boi  
Butch  
Femme  
FTM (female-to-male)  
Gender Fluid  
Gender Non-Conforming  
Gender variant  
Genderqueer  
Intersex  
Man (Trans)  
Man (Cis)  
Non-binary  
Questioning  
Woman (Trans)  
Woman (Cis)  
Transgender/trans person  
Transsexual  
Prefer to self identify, please specify:  
Prefer not to answer