



GENERAL ISSUES COMMITTEE REPORT 21-019

9:30 a.m.

October 6, 2021

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

Present: Deputy B. Johnson (Chair)
Councillors M. Wilson, J. Farr, N. Nann, T. Jackson,
E. Pauls, J. P. Danko, B. Clark, M. Pearson, L. Ferguson,
A. VanderBeek, J. Partridge

Absent: Mayor F. Eisenberger – City Business Councillor S. Merulla – Personal,
Councillor T. Whitehead – Leave of Absence

THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 21-019 AND RESPECTFULLY RECOMMENDS:

1. CityLAB Pilot Update (CM21009) (City Wide) (Item 8.2)

- (a) That transition of the CityLAB Hamilton Program from a pilot project to a permanent program, at a cost of \$63,000/year starting in 2022 and standard operational maintenance budget increases thereafter as per standard operating budget process, be referred to the 2022 Tax Supported Operating Budget for consideration;
- (b) That an extension of the in-kind lease of the former CFL Hall of Fame building for CityLAB's use or until a more suitable long-term location has been found, at an in-kind contribution cost of \$76,000 per year, be approved; and,
- (c) That the Mayor and City Clerk be authorized and directed to execute a Contract between the City of Hamilton and its partners, McMaster University, Mohawk College and Redeemer University, for the continuation of the CityLAB program, as well as any ancillary documents, with content acceptable to the Chief Digital Officer and Director of Innovation and in a form satisfactory to the City Solicitor, as applicable following 2022 Operating Budget approvals process.

**2. 2022 Budget Guidelines, Outlook and Process (FCS21057(a)) (City Wide)
(Added Item 8.3)**

- (a) That City Departments be directed to prepare the 2022 Tax Operating Budget at an increase required to maintain current service levels and report back through the 2022 budget process;
- (b) That staff be directed to increase user fees at the rate of inflation and that any user fee increases below the guideline be forwarded for consideration with appropriate explanation;
- (c) That Boards and Agencies be directed to prepare their 2022 Tax Operating Budget submissions at an increase required to maintain current service levels within a guideline tax increase of 2% and that any increase beyond the guideline be forwarded for consideration with appropriate explanation;
- (d) That staff be directed to prepare the 2022 Tax Capital Budget with a 0.6% municipal tax levy increase for capital financing of discretionary block funded projects and debt servicing requirements for the Investing in Canada Infrastructure Program – Transit Stream and West Harbour Redevelopment strategic initiatives;
- (e) That staff be directed to prepare the 2022 Rate Supported Budget at a rate increase required to maintain current service levels within a guideline tax increase of 2% and priority infrastructure;
- (f) That the Mayor provide correspondence to the local MPs and MPPs thanking senior levels of government for past and continued support in navigating through the COVID-19 pandemic; and
- (g) That staff be directed to enhance the public delegation opportunity to the 2022 Budget by adding a date between Feb 10th to March 3rd, 2022

3. Election Expense Reserve Needs Related to Consideration of Internet Voting for the 2026 Municipal Election (FCS20081(a)) (City Wide) (Item 10.1)

That the annual contribution to the Election Expense Reserve (112206) be increased by \$150,000 to cover the increased costs to deliver internet voting for the 2026 and future municipal elections, and that this request be referred to the 2022 Operating Budget deliberations

4. Scope of Work and Project Activity Plan: Public Engagement Policy and Administrative Framework (CM21011) (City Wide) (Item 10.2)

- (a) That Appendix “A” attached to Report 21-019, respecting the Scope of Work and Project Work Plan for the development of a corporate-wide Public Engagement Policy and Administrative Framework, be approved; and,
- (b) That staff be directed report back to the General Issues Committee with a draft City of Hamilton Public Engagement Policy in the spring of 2022.

5. Code of Conduct for Boards and Committees - Integrity Commissioner Work Plan (FCS21081) (City Wide) (Item 10.3)

- (a) That the City Clerk be directed to circulate the draft Code of Conduct, attached as Appendix “A” to Report FCS21081, to all entities listed in Appendix B, established by Council and whose membership is appointed by Council;
- (b) That the City Clerk be directed to coordinate all feedback on the draft Code of Conduct, with that feedback to be directed to the Integrity Commissioner; and,
- (c) That the City Clerk be directed to arrange for a Special General Issues Committee meeting for the Integrity Commissioner to present the feedback received and the draft Code of Conduct, attached as Appendix “A” to Report FCS21081.

6. 2020 Municipal Tax Competitiveness Study (FCS21083) (City Wide) (Item 10.4)

That Report FCS21083, respecting the 2020 Municipal Tax Competitiveness Study, be received.

7. Disaster Mitigation and Adaptation Fund (DMAF) Intake Two (FCS21090) (City Wide) (Item 10.5)

- (a) That the projects listed in Appendix “A” to Report FCS21090, totalling \$105.957 M, be approved as the City of Hamilton’s submission for consideration of the requested funding amount of \$41.338 M for the period from 2022 to 2032 in accordance with the terms and conditions associated with Infrastructure Canada’s Disaster Mitigation and Adaptation Fund Intake Two;
- (b) That should the City’s submission for the Disaster Mitigation and Adaptation Fund Intake Two program be approved by Infrastructure Canada, staff be directed to report back to the General Issues Committee

to seek approval of a financing strategy, inclusive of future tax supported levy increases, for the City's portion of approximately \$64.619 M related to eligible project costs between 2022 to 2032, as outlined in Appendix "A" to Report FCS21090, in accordance with the terms and conditions associated with the Disaster Mitigation and Adaptation Fund Intake Two;

- (c) That the Mayor and City Clerk be authorized and directed to execute any funding agreement(s) and ancillary documents required for the City to receive funding for the projects listed in Appendix "A" to Report FCS21090, through Infrastructure Canada's Disaster Mitigation and Adaptation Fund Intake Two, in a form satisfactory to the City Solicitor;
- (d) That copies of Report FCS21090, respecting the Disaster Mitigation and Adaptation Fund Intake Two, be forwarded to local Members of Parliament.

8. Capital Projects Work-in-Progress Review Sub-Committee Report 21-003 - September 27, 2021 (Item 10.6)

That the following recommendations be approved:

- (i) **Capital Project Closing Report as of June 30, 2021 (FCS21080) (City Wide) (Item 10.1)**
 - (a) That the General Manager, Finance and Corporate Services, be authorized to transfer \$366,793 to the Unallocated Capital Levy Reserve (108020) as outlined in Appendix "A" to Capital Projects Work-in-Progress Review Sub-Committee Report 21-003;
 - (b) That the General Manager, Finance and Corporate Services, be directed to close the completed and / or cancelled capital projects listed in Appendix "B" to Capital Projects Work-in-Progress Review Sub-Committee Report 21-003 in accordance with the Capital Projects Closing and Monitoring Policy;
 - (c) That Appendix "C" to Report FCS21080, Capital Projects Budget Appropriations for the period covering January 1, 2021 through June 30, 2021, be received as information;
 - (d) That Appendix "C" to Capital Projects Work-in-Progress Review Sub-Committee Report 21-003, Capital Projects Budget Appropriations of \$250,000 or greater and Capital Project Reserve Funding requiring Council authorization, be approved.

- (ii) Capital Projects Status Report as of June 30,2021 (FCS21079) (City Wide) (Item 10.2)**

 - (a) That Appendix “A” attached to Report FCS21079 respecting Capital Projects Status Report – Tax Supported, as of June 30, 2021, be received;
 - (b) That Appendix “B” attached to Report FCS 21079 respecting Capital Projects Status Report – Rate Supported, as of June 30, 2021, be received; and,
 - (c) That the confidential Appendix “C” to Report FCS21079, be received and remain confidential.
- 9. 2022 Municipal Election Voting Technology Procurement (FCS21094) (City Wide) (Added Item 10.12)**

 - (a) That, pursuant to Procurement Policy #12 – Cooperative Procurements, staff be directed to enter into an agreement with Her Majesty the Queen in Right of Ontario as represented by The Chief Electoral Officer of Ontario (the “Province”) to secure voting technology for the 2022 Municipal Election; and;
 - (b) That Council approve the single source procurement, pursuant to Procurement Policy #11 – Non-competitive Procurements, for the purchase of technology support, assistive devices and election materials for the 2022 Municipal Election and that the General Manager, Corporate Services Department be authorized to negotiate, enter into and execute a Contract and any ancillary documents required to give effect thereto with Dominion Voting Systems Corporation (“Dominion”), in a form satisfactory to the City Solicitor.
- 10. Hamilton Wentworth District School Board Property Located at 630-640 Rymal Road East, Hamilton (PED21131(a)) (Ward 7) (Item 14.1)**

 - (a) That the Corporate Real Estate Office be authorized and directed to present a bona fide offer to purchase the surplus property located at 630-640 Rymal Road East, as shown and described in Appendix “A” attached to Report PED21131(a), to the Hamilton Wentworth District School Board, on terms and conditions acceptable to the General Manager of Planning and Economic Development Department;
 - (b) That the budget and funding for the acquisition of 630-640 Rymal Road East consisting of the market value of the land, including all real estate and legal fees, cost of conducting due diligence, contingency and other

related costs, as detailed in Appendix “B” of Report PED21131(a), be approved;

- (c) That the City Solicitor be authorized and directed to complete the acquisition of land in the City of Hamilton, located at 630-640 Rymal Road East, Hamilton, on behalf of the City, including paying any necessary expenses, amending the closing, due diligence and other dates, and amending and waiving terms and conditions on such terms deemed reasonable;
- (d) That the Mayor and Clerk be authorized to execute all necessary documents related to the acquisition of 630-640 Rymal Road East, in a form satisfactory to the City Solicitor;
- (e) That the direction provided to staff in Closed Session, respecting Report PED21131(a), be approved;
- (f) That the entirety of Report PED21131(a) remain confidential until the completion of the acquisition transaction and Appendix “B” attached to Report PED21131(a) not be released as a public document.

11. Hamilton-Wentworth District School Board Property located at 20 Lake Avenue South, Stoney Creek (PED21132(a)) (Ward 5) (Item 14.2)

- (a) That the Corporate Real Estate Office be authorized and directed to present a bona fide offer to purchase the surplus property located at 20 Lake Avenue South, Stoney Creek, as shown and legally described in Appendix “A” attached to Report PED21132(a), to the Hamilton-Wentworth District School Board, on terms and conditions acceptable to the General Manager of Planning and Economic Development Department;
- (b) That the budget and funding for the acquisition consisting of the market value of the land, including all real estate and legal fees, cost of conducting due diligence, contingency and other related costs, as detailed in Appendix “B” of Report PED21132(a) be approved;
- (c) That the City Solicitor be authorized and directed to complete the acquisition of land in the City of Hamilton, located at 20 Lake Avenue South, Stoney Creek, on behalf of the City, including paying any necessary expenses, amending the closing, due diligence and other dates, and amending and waiving terms and conditions on such terms deemed reasonable;
- (d) That the Mayor and Clerk be authorized to execute all necessary documents related to the Hamilton-Wentworth District School Board

Property located at 20 Lake Avenue South, Stoney Creek, in a form satisfactory to the City Solicitor;

- (e) That the direction provided to staff in Closed Session, respecting Report PED21132(a), be approved;
- (f) That the entirety of Report PED21132(a) remain confidential until the completion of the acquisition transaction and Appendix "B" attached to Report PED21132(a) not be released as a public document.

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 2)

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

5. COMMUNICATIONS

- 5.1. Correspondence from Darlene Wesley, ACORN, respecting the Tax Increment Grants reports

Recommendation: To be received, and referred to Items 10.7 to 10.11, for consideration.

- 5.2. Correspondence from ACORN Hamilton, respecting the Tax Increment Grants reports

Recommendation: To be received, and referred to Items 10.7 to 10.11, for consideration.

6. DELEGATION REQUESTS

- 6.1. Elizabeth Ellis, ACORN, respecting the Tax Increment Grants (Items 10.7 to 10.11) (for today's meeting)
- 6.2. Karl Andrus, Hamilton Community Benefits Network, respecting the 2022 Budget Guidelines, Outlook, and Process (Item 8.3) (for today's meeting)
- 6.3. K.W. Campol, respecting the Tax Increment Grants (Items 10.7 to 10.11) (for today's meeting)
- 6.4. Veronica Gonzalez, ACORN, respecting the Tax Increment Grants – Video Submission (Items 10.7 to 10.11) (for today's meeting)

8. STAFF PRESENTATIONS

- 8.3. 2022 Budget Guidelines, Outlook, and Process (FCS21057(a))
(City Wide)

10. DISCUSSION ITEMS

- 10.12 2022 Municipal Election Voting Technology Procurement
(FCS21094) (City Wide)

The agenda for the October 6, 2021 General Issues Committee meeting, was approved, as amended

(b) DECLARATIONS OF INTEREST (Item 3)

Councillor M. Pearson declared an interest to Item 5.1, respecting Correspondence from Darlene Wesley, ACORN, regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 5.2, respecting Correspondence from ACORN Hamilton regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 6.1, respecting Delegation Request, Elizabeth Ellis, ACORN, regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 6.3, respecting Delegation Request, K.W. Campol regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 6.3, respecting Delegation Request, Veronica Gonzalez, ACORN, regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 10.7 respecting Delegation Request, Veronica Gonzalez, ACORN, regarding Item Barton Kenilworth Tax Increment Grant - 675-681 Barton Street East, Hamilton (PED21182) (Ward 3), as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 10.8 respecting Hamilton Tax Increment Grant - 571-575 King Street East and 6-8 Steven Street, Hamilton (PED21183) (Ward 3), as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 10.9 respecting Hamilton Tax Increment Grant - 408-414 King Street East and 4 Victoria Avenue South, Hamilton (PED21184) (Ward 3), as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 10.10 respecting Hamilton Tax Increment Grant - 152-154 James Street North and 4-6 Cannon Street East, Hamilton (PED21185) (Ward 2), as she and her husband are rental property landlords

Councillor M. Pearson declared an interest to Item 10.11 respecting Barton Kenilworth Tax Increment Grant - 289-293 Kenilworth Avenue North, Hamilton (PED21193) (Ward 4), as she and her husband are rental property landlords
Councillor A. VanderBeek declared an interest to Item 5.1, respecting Correspondence from Darlene Wesley, ACORN, regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 5.2, respecting Correspondence from ACORN Hamilton regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 6.1, respecting Delegation Request, Elizabeth Ellis, ACORN, regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 6.3, respecting Delegation Request, K.W. Campol regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 6.3, respecting Delegation Request, Veronica Gonzalez, ACORN, regarding Items 10.7 – 10.11 Hamilton Tax Increment Grants reports, as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 10.7 respecting Delegation Request, Veronica Gonzalez, ACORN, regarding Item Barton Kenilworth Tax Increment Grant - 675-681 Barton Street East, Hamilton (PED21182) (Ward 3), as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 10.8 respecting Hamilton Tax Increment Grant - 571-575 King Street East and 6-8 Steven Street, Hamilton (PED21183) (Ward 3), as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 10.9 respecting Hamilton Tax Increment Grant - 408-414 King Street East and 4 Victoria Avenue South, Hamilton (PED21184) (Ward 3), as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 10.10 respecting Hamilton Tax Increment Grant - 152-154 James Street North and 4-6 Cannon Street East, Hamilton (PED21185) (Ward 2), as she and her husband are rental property landlords

Councillor A. VanderBeek declared an interest to Item 10.11 respecting Barton Kenilworth Tax Increment Grant - 289-293 Kenilworth Avenue North, Hamilton (PED21193) (Ward 4), as she and her husband are rental property landlords

Councillor J.P. Danko declared an interest to Item 14.1 Hamilton Wentworth District School Board Property Located at 630-640 Rymal Road East, Hamilton (PED21131(a)) (Ward 7), as his wife is a Trustee for the Hamilton-Wentworth District School Board

Councillor J.P. Danko declared an interest to Item 14.2, Hamilton-Wentworth District School Board Property located at 20 Lake Avenue South, Stoney Creek (PED21132(a)) (Ward 5), as his wife is a Trustee for the Hamilton-Wentworth District School Board

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

(i) September 22, 2021 (Item 4.1)

The Minutes of the September 22, 2021 General Issues Committee meeting, was approved, as presented.

(d) COMMUNICATIONS (Item 5)

The following Communications was received and referred to the consideration of Items 10.7 to 10.11:

- (i) Correspondence from Darlene Wesley, ACORN, respecting the Tax Increment Grants reports
- (ii) Correspondence from ACORN Hamilton, respecting the Tax Increment Grants reports

(e) DELEGATION REQUESTS (Item 6)

That the following Delegation Requests be approved, for today's meeting:

- (i) Elizabeth Ellis, ACORN, respecting the Tax Increment Grants (Items 10.7 to 10.11) (Added Item 6.1)
- (ii) Karl Andrus, Hamilton Community Benefits Network, respecting the 2022 Budget Guidelines, Outlook, and Process (Item 8.3) (Added Item 6.2)
- (iii) K.W. Campol, respecting the Tax Increment Grants (Items 10.7 to 10.11) (Added Item 6.3)
- (iv) Veronica Gonzalez, ACORN, respecting the Tax Increment Grants– Video Submission (Items 10.7 to 10.11) (for today's meeting) (Added Item 6.4)

(f) STAFF PRESENTATIONS (Item 8)

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

Jason Thorne, Director of the Emergency Operations Centre; and, Dr. Elizabeth Richardson, Medical Officer of Health, provided the verbal update regarding the COVID-19 pandemic.

The verbal update, respecting COVID-19, was received.

(ii) CityLab Pilot Update (CM21009) (City Wide) (Item 8.2)

Cyrus Tehrani, Chief Digital Office, and Patrick Byrne, Project Manager, provided the CityLab Pilot Update (CM21009), with the aid of a PowerPoint presentation.

The Presentation respecting CityLab Pilot Update (CM21009), was received.

For disposition of this item, please refer to Item 1.

(iii) 2022 Budget Guidelines, Outlook and Process (FCS21057(a)) (City Wide) (Added Item 8.3)

Mike Zegarac, General Manager of Finance and Corporate Services addressed Committee respecting the 2022 Budget Guidelines, Outlook and Process, with the aid of a PowerPoint presentation.

The Presentation respecting 2022 Budget Guidelines, Outlook and Process (FCS21057(a)), was received.

Sub-section (c) of Report FCS21057(a), 2022 Budget Guidelines, Outlook and Process, was **amended** as follows:

- (c) That Boards and Agencies be directed to prepare their 2022 Tax Operating Budget submissions at an increase required to maintain current service levels ***within a guideline tax increase of 2%*** and that any increase beyond the guideline be forwarded for consideration with appropriate explanation;

Sub-section (e) of Report FCS21057(a), 2022 Budget Guidelines, Outlook and Process, was ***amended*** as follows:

- (e) That staff be directed to prepare the 2022 Rate Supported Budget at a rate increase required to maintain current service levels ***within a guideline tax increase of 2%*** and priority infrastructure;

Result: Amendment CARRIED by a vote of 8 to 3, as follows:

Absent	-	Mayor Fred Eisenberger
No	-	Ward 1 Councillor Maureen Wilson
Yes	-	Ward 2 Councillor Jason Farr
No	-	Ward 3 Councillor Nrinder Nann
Absent	-	Ward 4 Councillor Sam Merulla
Vacant	-	Ward 5
Yes	-	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 Maria Pearson
Yes	-	Ward 11 Councillor Brenda Johnson
Yes	-	Ward 12 Councillor Lloyd Ferguson
Absent	-	Ward 13 Councillor Arlene VanderBeek
Absent	-	Ward 14 Councillor Terry Whitehead
Yes	-	Ward 15 Councillor Judi Partridge

- (g) ***That staff be directed to enhance the public delegation opportunity to the 2022 Budget by adding a date between Feb 10th to March 3rd, 2022***

For disposition of this item, please refer to Item 2.

(g) PUBLIC HEARINGS / DELEGATION (Item 9)

- (i) Delegations 9.2 to 9.5 were heard prior to Item 9.1 to allow the delegations to attend prior commitments.
- (ii) The speaking time of the Delegation from Louis Frapporti, Hamilton100 Commonwealth Bid Committee, respecting the 2030 Commonwealth Games was extended beyond five minutes.

(iii) Louis Frapporti, Hamilton100 Commonwealth Bid Committee, respecting the 2030 Commonwealth Games (Item 9.1)

Louis Frapporti, Hamilton100 Commonwealth Bid Committee, addressed Committee and provided a PowerPoint presentation, respecting the 2030 Commonwealth Games.

The Delegation from Louis Frapporti, Hamilton100 Commonwealth Bid Committee, respecting the 2030 Commonwealth Games, was received.

(iv) Elizabeth Ellis, ACORN, respecting the Tax Increment Grants reports (Added Item 9.2)

Elizabeth Ellis, ACORN, addressed Committee with concerns respecting the Tax Increment Grants reports.

(v) Karl Andrus, Hamilton Community Benefits Network, respecting the 2022 Budget Guidelines, Outlook and Process (Added Item 9.3)

Karl Andrus, Hamilton Community Benefits Network, addressed Committee with respecting the 2022 Budget Guidelines, Outlook and Process.

(vi) K.W. Campol, respecting the Tax Increment Grants reports (Added Item 9.4)

K.W. Campol, addressed Committee with concerns respecting the Tax Increment Grants reports.

(vii) Veronica Gonzalez, ACORN, respecting the Tax Increment Grants reports – VIDEO PRESENTATION (Added Item 9.5)

Veronica Gonzalez, ACORN, addressed Committee with concerns respecting the Tax Increment Grants reports via video presentation

(viii) The following Delegations were received:

(a) Elizabeth Ellis, ACORN, respecting the Tax Increment Grants reports (Added Item 9.2)

(b) K.W. Campol, respecting the Tax Increment Grants reports (Added Item 9.4)

(c) Veronica Gonzalez, ACORN, respecting the Tax Increment Grants reports – Video Presentation (Added Item 9.5)

For disposition of these items, please refer to Item (f)(i).

- (d) Karl Andrus, Hamilton Community Benefits Network, respecting the 2022 Budget Guidelines, Outlook and Process (Added Item 9.3)

For disposition of these items, please refer to Item 2.

(h) DISCUSSION ITEMS

(i) Hamilton Tax Increment Grant Reports (Items 10.7 to 10.11)

The following recommendations were DEFEATED as presented:

(a) Barton Kenilworth Tax Increment Grant - 675-681 Barton Street East, Hamilton (PED21182) (Ward 3) (Item 10.7)

- (i) That a Barton Kenilworth Tax Increment Grant Program Application submitted by Malleum Real Estate Partners IV, by its General Partner, Malleum General Partner IV Limited (Tyler Pearson, Greg Clewer), for the property at 675-681 Barton Street East, Hamilton estimated at \$45,015.11 over a maximum of a nine year period, and based upon the incremental tax increase attributable to the renovations of 675-681 Barton Street East, Hamilton, be authorized and approved in accordance with the terms and conditions of the Barton Kenilworth Tax Increment Grant Program;
- (ii) That the Mayor and City Clerk be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to give effect to the Barton Kenilworth Tax Increment Grant for Malleum Real Estate Partners IV, by its General Partner, Malleum General Partner IV Limited (Tyler Pearson, Greg Clewer) for the property known as 675-681 Barton Street East, Hamilton, in a form satisfactory to the City Solicitor;
- (iii) 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 Barton Kenilworth Tax Increment Grant Program, as approved by City Council, are maintained.

(b) Hamilton Tax Increment Grant - 571-575 King Street East and 6-8 Steven Street, Hamilton (PED21183) (Ward 3) (Item 10.8)

- (i) That a Hamilton Tax Increment Grant Program Application submitted by Malleum Real Estate Partners IV, by its General Partner, Malleum General Partners IV Limited (Tyler Pearson and Greg Clewer) in 2019, for the property currently known as 571-575 King Street East and 6-8 Steven Street, Hamilton, and to be known as 571-575 King Street East, Hamilton upon successful completion of severance, (“the Property”) estimated at \$19,049.40 over a maximum of a five-year period, and based upon the incremental tax increase attributable to the renovation of occurring on the portion of 571-575 King Street East, Hamilton, as generally depicted on Appendix “A” attached to Report PED21183, be authorized and approved in accordance with the terms and conditions of the Hamilton Tax Increment Grant Program (HTIGP), and subject to the following conditions:
 - (a) the portion of the Property, 571-575 King Street East, Hamilton, generally depicted on Appendix “A” attached to Report PED21183, be severed;
 - (b) the HTIGP Grant only apply to the future severed portion of the Property, 571-575 King Street East, Hamilton, generally depicted on Appendix “A” attached to Report PED21183;
 - (c) the approval of the Grant shall not prejudice or fetter City Council’s discretion with respect to any current or future *Planning Act* Application regarding 571-575 King Street East and 6-8 Steven Street, Hamilton, including, but not limited to, a future Consent Application for a severance on the Property, 571-575 King Street East, Hamilton;
 - (d) Only the tax increment generated, based on the apportioned municipal taxes and actual post development taxes applicable to the future parcel generally depicted in Appendix “A” attached to Report PED21183, will be used to determine future Grant payment;
- (ii) That the Mayor and City Clerk be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to give effect to the Hamilton Tax Increment Grant for Malleum Real Estate Partners IV, by its Council – October 13, 2021

General Partner, Malleum General Partners IV Limited (Tyler Pearson and Greg Clewer) owner of the property at 571-575 King Street East and 6-8 Steven Street, Hamilton, at such time as the property has been severed as generally depicted on Appendix “A” to Report PED21183, in a form satisfactory to the City Solicitor;

- (iii) 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 Hamilton Tax Increment Grant Program, as approved by City Council, are maintained.

(c) Hamilton Tax Increment Grant - 408-414 King Street East and 4 Victoria Avenue South, Hamilton (PED21184) (Ward 3) (Item 10.9)

- (i) That a Hamilton Tax Increment Grant Program Application submitted in 2019 by Malleum Real Estate Partners V LP, by their General Partner, Malleum Real Estate Partners V GP Limited (Tyler Pearson and Greg Clewer), for the property at 408-414 King Street East and 4 Victoria Avenue South, Hamilton, estimated at \$24,799.11 over a maximum of a five year period, and based upon the incremental tax increase attributable to the renovation of 408-414 King Street East and 4 Victoria Avenue South, Hamilton, be authorized and approved in accordance with the terms and conditions of the Hamilton Tax Increment Grant Program;
- (ii) That the Mayor and City Clerk be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to give effect to the Hamilton Tax Increment Grant for Malleum Real Estate Partners V LP, by their General Partner, Malleum Real Estate Partners V GP Limited (Tyler Pearson and Greg Clewer) for the property known as 408-414 King Street East and 4 Victoria Avenue South, Hamilton, in a form satisfactory to the City Solicitor;
- (iii) 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 Hamilton Tax Increment Grant Program, as approved by City Council, are maintained.

(d) Hamilton Tax Increment Grant - 152-154 James Street North and 4-6 Cannon Street East, Hamilton (PED21185) (Ward 2) (Item 10.10)

- (i) That a Hamilton Tax Increment Grant Program Application submitted by Malleum Real Estate Partners V LP and Malleum Real Estate Partners V LP, by its General Partner Malleum Real Estate Partners V GP Limited (Tyler Pearson and Greg Clewer) in 2019, for the property at 152-154 James Street North and 4-6 Cannon Street East, Hamilton, estimated at \$32,424.03 over a maximum of a five year period, and based upon the incremental tax increase attributable to the renovation of 152-154 James Street North and 4-6 Cannon Street East, Hamilton, be authorized and approved in accordance with the terms and conditions of the Hamilton Tax Increment Grant Program;
- (ii) That the Mayor and City Clerk be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to give effect to the Hamilton Tax Increment Grant for Malleum Real Estate Partners V LP and Malleum Real Estate Partners V LP, by its General Partner Malleum Real Estate Partners V GP Limited (Tyler Pearson and Greg Clewer) for the property known as 152-154 James Street North and 4-6 Cannon Street East, Hamilton, in a form satisfactory to the City Solicitor;
- (iii) 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 Hamilton Tax Increment Grant Program, as approved by City Council, are maintained.

(e) Barton Kenilworth Tax Increment Grant - 289-293 Kenilworth Avenue North, Hamilton (PED21193) (Ward 4) (Item 10.11)

- (i) That a Barton Kenilworth Tax Increment Grant Program Application submitted by Malleum Real Estate Partners IV, by its General Partner, Malleum General Partner IV Limited (Tyler Pearson, Greg Clewer) in 2019, for the property at 289-293 Kenilworth Avenue North Street East, Hamilton estimated at \$30,719.85 over a maximum of a nine-year period, and based upon the incremental tax increase attributable to the renovations of 289-293 Kenilworth Avenue North, Hamilton, be authorized and approved in accordance with the terms and conditions of the Barton Kenilworth Tax Increment Grant Program;
- (ii) That the Mayor and City Clerk be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to give effect to the Barton Kenilworth Tax Increment Grant for Malleum Real Estate Partners IV, by its General Partner, Malleum General Partner IV Limited (Tyler Pearson, Greg Clewer) for the property known as 289-293 Kenilworth Avenue North, Hamilton, in a form satisfactory to the City Solicitor;
- (iii) 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 Barton Kenilworth Tax Increment Grant Program, as approved by City Council, are maintained.

(i) GENERAL INFORMATION / OTHER BUSINESS (Item 13)

(i) Communications respecting Unexpected Overflow of Wastewater in the City of Hamilton (Added Item 13.1)

In the event of unexpected overflow of wastewater into natural waterways, the staff were directed to reach out and communicate with the Indigenous Water Protectors and all community partners in an effort to fulfill our joint commitment of water stewardship.

(j) PRIVATE AND CONFIDENTIAL (Item 14)

Committee determined that discussion of Items 14.1, 14.2 and 14.3 was not required in Closed Session.

(i) Closed Session Minutes – September 22, 2021 (Added Item 14.3)

That the Closed Session Minutes of September 22, 2021 be approved as presented.

(k) ADJOURNMENT (Item 15)

There being no further business, the General Issues Committee be adjourned at 5:45 p.m.

Respectfully submitted,

Brenda Johnson, Deputy Mayor
Chair, General Issues Committee

Loren Kolar
Legislative Coordinator,
Office of the City Clerk

Recommendation Report (CM21011)**Appendix A: City of Hamilton Public Engagement Policy and Framework
Scope of Work and Project Activity Plan****Contents**

1.0	Quick Reference: Overview of Municipal Public Engagement Policy and Procedures	1
2.0	Project Activity Plan: Phase One (Research, Engagement, Data Collection and Analysis)	2
3.0	Project Activity Plan: Phase Two (Draft Public Engagement Policy and Framework)	4
4.0	Project Activity Plan: Phase Three (Corporate-wide Implementation)	4
5.0	Project Activity Plan: Phase Four (Public Engagement Evaluation Framework)	5

1.0 Quick Reference: Overview of Municipal Public Engagement Policy and Procedures

Based on a preliminary review, some of the typical contents of municipal public engagement policies and administrative procedures are outlined below.

1.1 Public Engagement Policy

The main sections of municipal public engagement policies include:

- 1.1.1 Purpose
- 1.1.2 Policy
- 1.1.3 Procedure
- 1.1.4 Review Period/Amendments
- 1.1.5 Evaluation Outcomes

1.2 Public Engagement Administrative Procedures (Public Engagement Framework)

Municipalities have varying approaches to outlining their engagement procedures. Some municipalities appear to combine their public engagement procedures into a larger strategy or framework, while others have formalized governance procedures. Most cities’ procedural documents are internally focused, but some appear to be more public-

facing while also providing guidance to internal employees. Common components of City procedures that apply to public engagement include:

- 1.2.1 Definitions and Terminology
- 1.2.2 Purpose
- 1.2.3 What is Public Engagement?
- 1.2.4 Expectations
- 1.2.5 Best Practices
- 1.2.6 Key Principles for Public Engagement or Guiding Principles of Public Engagement
- 1.2.7 Guidelines for Participation
- 1.2.8 Roles and Responsibilities
- 1.2.9 Public Engagement Continuum/Spectrum of Engagement
- 1.2.10 Public Engagement Planning Stages / Internal Process
- 1.2.11 Internal Public Engagement Implementation Plan
- 1.2.12 Important Engagement Tools or Standardized Work Sheets
- 1.2.13 Community Impact Matrix: Techniques for Public Engagement
- 1.2.14 Accessibility
- 1.2.15 Information and Privacy
- 1.2.16 Evaluation Framework / Reporting Back

2.0 Project Activity Plan: Phase One (Research, Engagement, Data Collection and Analysis)

	Work Package	Work Scope Details	Timelines / Targets
2.1	Municipal Best Practice Research	<ul style="list-style-type: none"> Conduct environmental scan of municipal public engagement practices including comparative analysis across other jurisdictions Engage with public engagement municipal leads via Canadian Municipal Public Engagement Network Identify relevant legislation, regulations and connections to existing internal policies or procedures 	<ul style="list-style-type: none"> Timeline: Q4 2021 Target: Initiate October 2021
2.2	Key Stakeholder Engagement	<ul style="list-style-type: none"> Engage with City Council and Mayor to better understand current challenges and opportunities for improvement Engage with key community partners 	<ul style="list-style-type: none"> Timeline: Q4 2021 Target: Initiate November 2021

	Work Package	Work Scope Details	Timelines / Targets
2.3	Engagement with Equity Seeking / Impacted Groups	<ul style="list-style-type: none"> Engage with racialized, equity-seeking, and traditionally under-represented groups including but not limited to: seniors, youth, rural residents and stakeholders, racialized and Indigenous community members, newcomers, low-income residents, and persons with disabilities Identify key findings, themes and recommendations 	<ul style="list-style-type: none"> Timeline: Mid Q4 2021 – Mid Q1 2022
2.4	Broad Stakeholder Engagement Initiative (City Wide)	<ul style="list-style-type: none"> Develop and launch a broad engagement campaign to determine the public's preferences and experiences with respect to: <ul style="list-style-type: none"> Accessing information Participating in public engagement methods Identifying barriers to engagement Supporting the City's core public engagement principles Sharing public engagement feedback and outcomes 	<ul style="list-style-type: none"> Timeline: Q1 – Q2 2022 Target: Initiate late Q1 (February) with completion expected early Q2 2022 (April/May)
2.5	Internal Engagement (Public Engagement Community of Practice)	<ul style="list-style-type: none"> Engage with the City of Hamilton's internal staff Public Engagement Community of Practice to assess current challenges and constraints 	<ul style="list-style-type: none"> Ongoing quarterly meetings
2.6	Summary Report (Phase One)	<ul style="list-style-type: none"> Assess engagement findings and develop a summary report based on key findings, themes, and recommendations to inform the development of a corporate-wide Public Engagement Policy and internal Public Engagement Framework Report engagement results back to the City's General Issues Committee, internal staff Public Engagement Community of Practice, and broader community 	<ul style="list-style-type: none"> Target: completion by end of Q2 2022

3.0 Project Activity Plan: Phase Two (Draft Public Engagement Policy and Administrative Framework)

	Work Package	Work Scope Details	Timelines / Targets
3.1	Draft Public Engagement Policy and Framework	<ul style="list-style-type: none"> Based on research, engagement findings and Council direction, draft key elements of a corporate-wide Public Engagement Policy and Framework Review and further refine policy and framework in collaboration with the City’s internal staff Public Engagement Community of Practice 	<ul style="list-style-type: none"> Target: Draft policy completed late Spring Q2 2022
3.2	Draft Internal Tools and Processes	<ul style="list-style-type: none"> Develop internal tools, materials, and processes to support corporate-wide adoption of the Public Engagement Policy and Framework 	<ul style="list-style-type: none"> Timeline: Q3 2022
3.3	Internal Evaluation Working Group	<ul style="list-style-type: none"> Establish an internal evaluation working group within the City’s internal staff Public Engagement Community of Practice to pilot internal tools, materials, and processes Identify key elements to support a corporate-wide Public Engagement Evaluation Framework 	<ul style="list-style-type: none"> Timeline: Q3 2022
3.4	Final Public Engagement Policy and Framework	<ul style="list-style-type: none"> Finalize Public Engagement Policy based on Council direction Finalize Public Engagement Framework including internal tools, materials, and process to support corporate-wide adoption of the City’s Public Engagement Policy 	<ul style="list-style-type: none"> Timeline: Q4 2022 Target: October 2022 (GIC)

4.0 Project Activity Plan: Phase Three (Corporate-wide Implementation)

	Work Package	Work Scope Details	Timelines / Targets
4.1	Implementation Plan	<ul style="list-style-type: none"> Develop an implementation plan to manage effective change and support the adoption of a standardized approach to public engagement 	<ul style="list-style-type: none"> Timeline: Q4 2022
4.2	Communications Strategy	<ul style="list-style-type: none"> Develop and launch a corporate-wide internal and external campaign to raise awareness of the City’s new Public Engagement Policy and Framework 	<ul style="list-style-type: none"> Timeline: Q4 2021

5.0 Project Activity Plan: Phase Four (Public Engagement Evaluation Framework)*

	Work Package	Work Scope Details
5.1	Internal Tools and Evaluation Metrics	<ul style="list-style-type: none"> Develop internal tools and metrics to assess City-led public engagement efforts, demonstrate impact and value, inform future initiatives and improve practices
5.2	Stakeholder Engagement	<ul style="list-style-type: none"> Engage with stakeholders to review effectiveness of having established a standardized approach to public engagement and identify impact as well as opportunities for improvement
5.3	Annual/ Biennial Reporting	<ul style="list-style-type: none"> Report back to the General Issues Committee and community stakeholders on City-led public engagement practices and achievements

**This phase represents ongoing efforts to support continuous improvement in public engagement and is not a core work package for this initiative.*