



## GENERAL ISSUES COMMITTEE REPORT 23-018

9:30 a.m.

May 31, 2023

Council Chambers, City Hall, 2<sup>nd</sup> Floor  
71 Main Street West, Hamilton, Ontario

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

**Absent:** Deputy Mayor E. Pauls – Personal

### THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 23-018 AND RESPECTFULLY RECOMMENDS:

**1. Elections Administration Audit (AUD23008) (City Wide) (Outstanding Business List Item) (Item 8.1)**

- (a) That Report AUD23008, respecting the Elections Administration Audit be received;
- (b) That the Management Response, as detailed in Appendix “D” to Report AUD23008 be received;
- (c) That the City Clerk be requested to report back to the Office of the Auditor General by September 2023 with a detailed management action plan, which will then be reported to the General Issues Committee; and,
- (d) That the City Manager’s Office be directed to explore all possibilities to improve future voter turnout and report back to the General Issues Committee.

**2. Revised Board of Management for the International Village Business Improvement Area (BIA) (PED23100) (Wards 2 and 3) (Item 9.1)**

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

- (a) Suzanne Lanthier – Theatre Aquarius

**Council – June 7, 2023**

**3. City of Hamilton Poet Laureate and Youth Poet Laureate (PED23090) (City Wide) (Outstanding Business List Item) (Item 9.2)**

That Report PED23090, respecting the City of Hamilton Poet Laureate and Youth Poet Laureate, be received.

**4. Hamilton Water and Wastewater Customer Assistance Programs (FCS23045) (City Wide) (Outstanding Business List Item) (Item 10.1)**

That staff report back in Q3 2023 to the Audit, Finance and Administration Committee regarding a Water and Wastewater Rebate Program for Low Income Persons.

**5. Next Generation 9-1-1 Messaging Service Delivery Project Update (FCS22082(c) / HSC20045(c) / PW22087(a)) (City Wide) - REVISED (Item 10.3)**

- (a) That the Next Generation 911 (NG911) Facilities Renovation Project be approved with a budget totalling \$6,824,000, including Phase 1 and 2 design, renovations, consoles, furniture, UPS, design fees, permits, tax, fees, infrastructure fit-up, per Appendix "A" to General Issues Committee Report 23-018 and to be funded from:
- (i) An appropriation of previously approved \$4,325,000 of Tax Supported Capital Levy funding from the Next Generation 9-1-1 technology component (project #3502157101);
  - (ii) A transfer of \$2,499,000 from the Unallocated Capital Levy Reserve (#108020);
- (b) That the \$4,325,000 in Ministry of the Solicitor General transition funding be applied to the Next Generation 9-1-1 technology component (project #3502157101);
- (c) That Council approve the single source procurement, pursuant to Procurement Policy #11 – Non-competitive Procurements, for the Prime Design Consultancy Services for the Facility renovations for NG911 and that the General Manager, Public Works Department be authorized to negotiate, enter into and execute a Contract and any ancillary documents required to give effect thereto with AECOM Canada Ltd., in a form satisfactory to the City Solicitor; and,
- (d) That Public Works staff be directed to make any required updates to Service Level Agreements (SLAs) and/or Operating agreements with internal and external parties in order to service, maintain, repair and lifecycle manage ongoing operating costs related to City managed facilities at the Multi-Agency Training Centre (MATC) located at 1227 Stone Church Road East, 729 Upper Sherman, and Central Station located at 155 King William Street.

**6. West Harbour Development Sub-Committee Report 23-002 - May 23, 2023  
(Item 10.4)**

**(a) Indigenous-Focused Macassa Bay Public-Space Design Process  
(PED23123) (Ward 2)**

- (i) That staff be directed to develop and initiate an Indigenous-focused conceptual design process, as the first phase of work for the proposed public-space within the Macassa Bay area of the West Harbour waterfront;
- (ii) That the design process should advance the actions of the City's Urban Indigenous Strategy, including identified strategic themes of "Land", "Spirit" and "People";
- (iii) That the key principles outlined in the West Harbour Waterfront Recreation Master Plan (WHWRMP), including providing continuous public access to the water's edge, continue to be used to guide the overall design; and
- (iv) That as part of the process, staff identify next steps and any approvals required for the execution and implementation of the direction, and report back to the West Harbour Sub-Committee.

**7. Equity Related Complaints and Unconscious Bias (Added Item 11.1)**

- (a) That staff be directed to identify options for best practices and standards of procedure that clarifies how equity-related complaints that relate specifically to experiences that are systemic in nature can be acted upon and reported on and report back to General Issues Committee;
- (b) That staff, as part of their report back no later than Q4 2023 respecting an updated Harassment and Discrimination Prevention Policy that staff be directed to include an overview of best practices and standards of procedure that addresses how equity-related complaints involving the public as part of the delivery of City services, that relate specifically to experiences that are systemic in nature, can be acted upon and reported on; and,
- (c) That staff be directed to report back on the feasibility of introducing an independent office of a Hamilton ombudsperson as part of City staff's 2024 workplan and in advance of the 2025 budget.

**8. City Manager Performance Review Process (HUR23010) (City Wide) (Item 10.2)**

That staff be directed to engage a third-party consultant to work with the Mayor and Council to facilitate the process of the City Manager Performance Review, with an upset limit of \$25,000 annually.

**9. Canadian Mortgage and Housing Corporation Housing Accelerator Fund (HSC23017 / FCS23062 / PED23143) (City Wide) (Item 14.2)**

- (a) That Report HSC23017/FCS23062/PED23143 and the Housing Action Plan attached as Appendix “A” to Report HSC23017 / FCS23062 / PED23143 be approved, and that the City Manager, or designate, be directed to submit the Housing Accelerator Fund application to CMHC;
- (b) Subject to the approval of Housing Accelerator Fund application by CMHC, the General Manager, Healthy and Safe Communities, or designate, be authorized to retain a consultant to a cost no greater than \$250,000, in order to create a city-wide Housing Needs Assessment for the City of Hamilton and that the costs of said retainer be funded from the City’s allocated Housing Accelerator Fund;
- (c) That the General Manager, Finance and Corporate Services be authorized and directed to provide an attestation attached as “Appendix C” to Report HSC23017 / FCS23062 / PED23143 that the initiatives contained in the Housing Action Plan are viable and that the City has a genuine intent to meet the projected net new residential units through the use of the Housing Accelerator Fund;
- (d) That the Housing Accelerator Fund Surplus Reserve Fund Policy attached as Appendix “B” to Report HSC23017 / FCS23062 / PED23143 be approved and that a reserve fund be established for the Housing Accelerator Fund;
- (e) That staff be directed to allocate any Housing Accelerator Fund surplus funding as follows, and that the General Manager, Healthy and Safe Communities be provided the delegated authority to transfer Housing Accelerator funding from the Reserve for the purposes highlighted below:
  - (i) 15% contingency held to support Housing Accelerator Fund initiatives extending beyond 2026 as required by CMHC;
  - (ii) 45% to Affordable Housing Funding Program Dept ID to support capital investment in the development of new not-for-profit led affordable housing developments;
  - (iii) 40% to be allocated to eligible Growth-Related Infrastructure and Growth Planning projects to support new housing, with specific

infrastructure projects to be determined through the annual Budget process;

- (f) That the City Manager, or designate, be authorized and directed to enter into and execute the Housing Accelerator Fund contribution agreement with the Canada Mortgage and Housing Corporation (CMHC) to accept the funding, with content acceptable to the General Manager, Healthy and Safe Communities Department and in a form satisfactory to the City Solicitor;
- (g) That the City Manager, or designate, be authorized to hire staff as determined necessary by the City Manager to support and administer the Housing Accelerator Fund initiatives as outlined in Appendix "A" to Report HSC23017 / FCS23062 / PED23143 provided that the staff will be fully funded through the Housing Accelerator funding allocation;
- (h) That the General Manager, Healthy and Safe Communities Department, or designate, be authorized and directed to administer the Housing Accelerator Fund;
- (i) That the General Manager, Healthy and Safe Communities Department be authorized and directed to enter into and execute all ancillary agreements and documents as may be required to deliver and administer the Housing Accelerator Fund with terms and content satisfactory to the General Manager, Healthy and Safe Communities Department and in form satisfactory to the City Solicitor;
- (j) That Report HSC23017 / FCS23062 / PED23143 and Appendix "A" attached thereto respecting the Canada Mortgage and Housing Corporation Housing Accelerator Fund remain confidential, as required by CMHC, until the earlier of the City's Housing Accelerator Fund application has been approved and an announcement has been made by the City the federal Minister of Housing and Diversity and Inclusion, or permission is given by CMHC for their release to the public; and,
- (k) That following Council's approval of Report HSC23017 / FCS23062 / PED23143 Appendices "B" and "C" attached thereto be released to the public.

**10. Master Agreement and Downtown Entertainment Precinct Status Update (LS23022 / PED18168(i)) (Ward 2) (Item 14.3)**

- (a) That the confidential update from staff regarding the public release of the Master Agreement for the Downtown Entertainment Precinct Assets be received and remain confidential;
- (b) That Report LS23022 / PED18168(i), respecting the Master Agreement and Downtown Entertainment Precinct Status Update, along with Appendices "A" and "D", be received and remain Confidential; and,

- (c) That Appendices “B” and “C” to Report LS23022 / PED18168(i), respecting the Master Agreement and Downtown Entertainment Precinct Status Update be publicly released following approval by Council.

**FOR INFORMATION:**

**(a) CEREMONIAL ACTIVITIES (Item 1)**

Councillor T. Jackson welcomed teacher Andrew Gocentas and students from the Municipal Affairs Civics Class at Sherwood Secondary School to the General Issues Committee.

**(b) APPROVAL OF AGENDA (Item 2)**

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

**10. DISCUSSION ITEMS**

- 10.1 Hamilton Water and Wastewater Customer Assistance Programs (FCS23045) (City Wide) (Outstanding Business List Item) – REVISED Appendix A & B
- 10.3 Next Generation 9-1-1 Messaging Service Delivery Project Update (FCS22082(c) / HSC20045(c) / PW22087(a)) (City Wide) - REVISED

The agenda for the May 31, 2023 General Issues Committee meeting, was approved, as amended.

**(c) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(d) APPROVAL OF MINUTES OF PREVIOUS MEETINGS (Item 4)**

**(i) May 17, 2023 (Item 4.1)**

The Minutes of the May 17, 2023 meeting of the General Issues Committee were approved, as presented.

**(e) DELEGATION REQUESTS (Item 6)**

- (i) That the Delegation Requests be approved, as follows:

- (1) David Braden, respecting recommendations for the City to take a number of specific actions to respond to causes of climate change as far as buildings are concerned (In Person) (For a future meeting) (Item 6.1)

- (2) Rob MacIsaac, Hamilton Health Sciences, respecting a request for Hamilton Health Sciences and St Joseph's Healthcare Hamilton to present an update regarding Hamilton hospital redevelopment (In Person) (For the June 14, 2023 Meeting) (Item 6.2)

**(ii) Paul Vermaat, White Star Group, respecting matters relating to lands in the West Harbour Stadium Precinct (In Person) (For a future meeting) (Item 6.3)**

That consideration of the delegation request from Paul Vermaat, White Star Group, respecting matters relating to lands in the West Harbour Stadium Precinct be DEFERRED until after the June 14, 2023 General Issues Committee meeting.

**(f) DELEGATIONS (Item 7)**

**(i) Hafeez Hussain, respecting more about his experience on Unconscious Bias and EDI and how as a resident it is hard to navigate the city of Hamilton to address these matters to management (Virtually) (Approved May 17, 2023)**

Hafeez Hussain addressed the Committee respecting more about his experience on Unconscious Bias and EDI and how as a resident it is hard to navigate the city of Hamilton to address these matters to management.

The delegate was permitted an additional 5 minutes to complete their delegation.

The delegation from Hafeez Hussain respecting more about his experience on Unconscious Bias and EDI and how as a resident it is hard to navigate the city of Hamilton to address these matters to management, was received.

**(g) STAFF PRESENTATIONS (Item 8)**

**(i) Elections Administration Audit (AUD23008) (City Wide) (Item 8.1)**

Charles Brown, Auditor General introduced external consultants Aron Feuer, Valenica Risk; Brad Brookman, Valenica Risk; and Dave Kains of Metroline Research Group; who addressed the Committee with a presentation respecting Report AUD23008, Elections Administration Audit.

- (1) The staff presentation respecting Report AUD23008, Elections Administration Audit, was received.

- (2) The General Issues Committee recessed for 30 minutes until 12:40 pm.

- (3) The Report was placed on the floor, as follows:
- (a) That Report AUD23008, respecting the Elections Administration Audit be received;
  - (b) That the Management Response, as detailed in Appendix “D” to Report AUD23008 be received;
  - (c) That the City Clerk be requested to report back to the Office of the Auditor General by September 2023 with a detailed management action plan, which will then be reported to the General Issues Committee; and,
  - (d) That the General Issues Committee Outstanding Business List Item 2023-V, respecting the Audit of the 2022 Municipal Elections in the City of Hamilton, be considered complete and removed.
- (4) That Report AUD23008, respecting Elections Administration Audit, **be amended** by adding a new sub-section (e), as follows:
- (e) ***That the City Manager’s Office be directed to explore all possibilities to improve future voter turnout and report back to the General Issues Committee.***
- (5) At the request of Committee, sub-section (d) to Report AUD23008, respecting Elections Administration Audit was voted on separately as follows:
- (d) That the General Issues Committee Outstanding Business List Item 2023-V, respecting the Audit of the 2022 Municipal Elections in the City of Hamilton, be considered complete and removed.

The vote on Sub-Section (d) to Report AUD23008, was DEFEATED

For disposition of this matter, refer to Item 1.

**(h) CONSENT ITEMS (Item 9)**

- (i) **Business Improvement Area (BIA) Sub-Committee Minutes - April 11, 2023 (Item 9.3)**

The April 11, 2023 Business Improvement Area (BIA) Sub-Committee Minutes, were received.



**(i) DISCUSSION ITEMS (Item 10)**

**(i) City Manager Performance Review Process (HUR23010) (City Wide) (Item 10.2)**

The Report was placed on the floor, as follows:

- (a) That the Executive Director of Human Resources continues to assist with the performance review process and collecting performance review feedback from Council;
- (b) That a four-year mandate letter for the City Manager be included at the beginning of the performance review process during the first year of a new term of Council;
- (c) That the Mayor continue to participate in the final performance review meeting between the City Manager and the Executive Director of Human Resources, so that the Mayor can share performance feedback with the City Manager on behalf of Council; and,
- (d) That a new City Manager Performance Review Form be used (attached as Appendix “B” to Report HUR23010), as it more closely matches the City’s existing Performance Accountability and Development (PAD) process used for all other employees, and also reflects the unique differences of the City Manager’s role.

That consideration of Report HUR23010, respecting the City Manager Performance Review Process, be DEFERRED until after Closed Session.

For disposition of this matter, refer to Item 8.

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

**(i) Amendments to the Outstanding Business List (Item 13.1):**

The amendments to the Outstanding Business List, were approved, as follows:

**(a) Items Considered Complete and Needing to be Removed (Item 13.1(a)):**

City of Hamilton Poet Laureate and Youth Poet Laureate  
OBL Item: KK  
Added: September 21, 2022 at GIC (Item 4)  
Completed: May 31, 2023 at GIC (Item 9.2)

A Sustainable and Generationally Equitable Funding Formula for the City of Hamilton's Water, Wastewater and Stormwater System

OBL Item: 2023-H

Added: January 25, 2023 at Council

Completed: May 31, 2023 at GIC (Item 10.1)

**(b) Items Requiring a New Due Date (Item 13.1(b)):**

Financial Impacts of Waterfront Lands

OBL Item: 2023-K

Added: February 15, 2023 at GIC (Item 11.3)

Current Due Date: May 2023

Proposed New Due Date: June 14, 2023

Our City Survey 2022 Results (CM23011) (City Wide)

OBL Item: 2023-CC

Added: May 3, 2023 at GIC (Item 8.1)

Current Due Date: June 14, 2023

Proposed New Due Date: August 14, 2023

**(k) PRIVATE & CONFIDENTIAL (Item 14)**

**(i) Closed Session Minutes – May 17, 2023 (Item 14.1)**

The General Issues Committee Closed Session Minutes of May 17, 2023 were approved and remain confidential.

Committee moved into Closed Session pursuant to Section 9.3, Sub-sections (b), (c), (f), (h), (i), and (j), (k) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (b), (c), (f), (h), (i), and (j), (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees; a proposed or pending acquisition or disposition of land by the municipality or local board; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them; a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**(ii) Canadian Mortgage and Housing Corporation Housing Accelerator Fund (HSC23017 / FCS23062 / PED23143) (City Wide) (Item 14.2)**

For disposition of this matter, refer to Item 9.

**(iii) Master Agreement and Downtown Entertainment Precinct Status Update (LS23022 / PED18168(i)) (Ward 2) (Item 14.3)**

For disposition of this matter, refer to Item 10.

**(iv) City Manager Performance Review Process (HUR23010) (City Wide) (Item 10.2)**

For disposition of this matter, refer to Item 8.

**(I) ADJOURNMENT (Item 15)**

There being no further business, the General Issues Committee adjourned at 6:00 p.m.

Respectfully submitted,

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Acting Deputy Mayor Brad Clark  
Chair, General Issues Committee

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Angela McRae  
Legislative Coordinator  
Office of the City Clerk

Location	Scope of Work	Cost (\$1000's)
Upper Sherman Location (729 Upper Sherman)	<b>Upper Sherman Location Subtotal:</b> consulting, fitups, equipment, minor furniture, consoles, corresponding minor infrastructure fit-up, taxes, internal fees, contingency	1108
Central Police Station (155 King William)	<b>Central Police Station Subtotal:</b> consulting, fitups, equipment, minor furniture, consoles, corresponding minor infrastructure fit-up, taxes, internal fees, contingency	800
MATC (1227 Stone Church Rd. East)	MATC consulting & permits	330
MATC (1227 Stone Church Rd. East)	MATC construction (including escalation & contingency), corresponding infrastructure replacement, fit-up, UPS	3150
MATC (1227 Stone Church Rd. East)	MATC Furniture, Consoles	518
MATC (1227 Stone Church Rd. East) & Station 30 (training room only at Rymal Rd. E)	Relocation of legislated training room from MATC to fitup training room at Station 30, corresponding minor infrastructure fit-up within the Station 30 training room	225
MATC (1227 Stone Church Rd. East)	MATC Taxes & Internal Fees & Contingency	693
MATC (1227 Stone Church Rd. East)	<b>MATC subtotal</b> (Addition of all work at MATC)	4916
<b>Project Total:</b> (Upper Sherman Location Subtotal +Central Police Station Subtotal + MATC Subtotal)		6824