



## GENERAL ISSUES COMMITTEE REPORT 23-004

9:30 a.m.

January 18, 2023

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

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

**Absent:** Councillor T. McMeekin – Personal

### THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 23-004 AND RESPECTFULLY RECOMMENDS:

1. **Correspondence from Janice M. Shearer, Director, Chair of the Board of Directors, Dr. Bob Kemp Hospice Foundation Inc., respecting to officially move into an exploratory phase by Dr. Bob Kemp Hospice, and with city staff, to examine the viability of the acquisition of land at 41 South St. W (rear), Dundas, to build a “Campus of Care” for a pediatric hospice and centre of excellence for grief and bereavement that will serve Southwestern Ontario. (Added Item 5.2)**

WHEREAS, the City of Hamilton (the “City”) is the owner of the lands municipally located at 41 South Street West, Dundas;

WHEREAS, on February 22, 2017, Council approved a report (CM17003) that identified a rear portion of the 41 South Street West lands (the “Subject Site”) as surplus to the operational requirement of Wentworth Lodge;

WHEREAS, on January 24, 2018 (in approving GIC Report 18-002 (Item18)), a number of properties, including the Subject Site, were declared surplus for disposition for affordable housing purposes. Additionally, staff were authorized to undertake suitable consultation with private, not-for-profit; and public organizations to determine appropriate consideration of disposition of the properties;

WHEREAS, on August 12, 2019, General Issues Committee deferred consideration of a report entitled “Disposition Strategy – Portion of the Wentworth Lodge Lands (PED19138)”, and on December 15, 2021, Council received the report;

**Council - January 25, 2023**

WHEREAS, the Dr. Bob Kemp Hospice has approached the City with the objective of securing property on which to build a “Campus of Care” for a pediatric hospice and centre of excellence for grief and bereavement that will serve Southwestern Ontario; and,

WHEREAS, the Dr. Bob Kemp Hospice has submitted a written request to explore the possibility of and initiate due diligence to examine the viability of the acquisition of land at 41 South St. W (rear), Dundas, to build the proposed “Campus of Care”:

THEREFORE, BE IT RESOLVED:

- (a) That Dr. Bob Kemp Hospice be granted permission to explore the possibility of acquiring the vacant surplus lands at 41 South St. W (rear), Dundas (the “Subject Site”), including conducting due diligence on the viability and development potential for the proposed “Campus of Care”, and be required to undertake public engagement and consultation toward the potential opportunity, all at its sole cost and expense;
- (b) That staff be directed to undertake the due diligence required to determine the feasibility of the proposed disposition of the Subject Site to the Dr. Bob Kemp Hospice, including but not limited to valuation, tenure, land use, and maximization of site utilization;
- (c) That the General Manager, Planning and Economic Development Department or designate, acting on behalf of the City as property owner, be authorized to provide any consents, approvals, and notices that may be required for any due diligence activities conducted by Dr. Bob Kemp Hospice; and,
- (d) That staff report back to the General Issues Committee with recommendations respecting a land disposition strategy for the Subject Site.

**2. Human Resources Recruitment and Retention Strategy (HUR23002) (City Wide) (Item 14.5)**

- (a) That the directions provided to staff in Closed Session, respecting Report HUR23002 Human Resources Recruitment and Retention Strategy be approved; and
- (b) That Report HUR23002, respecting the Human Resources Recruitment and Retention Strategy remain confidential.

**3. Economic Development Manufacturing Strategy Update (PED23005) (City Wide) (Item 8.1)**

That Report PED23005, respecting the Economic Development Manufacturing Strategy Update, be received.

**4. Residential Vacant Unit Tax Program Framework (FCS21017(c)) (City Wide) (Item 8.2)**

- (a) That the Residential Vacant Unit Tax program framework as detailed in Appendix "A" to General Issues Committee Report 23-004 be approved;
- (b) That the City Solicitor be authorized and directed to prepare all necessary by-laws for the purposes of levying and collecting the Residential Vacant Unit Tax for the 2023 reference year;
- (c) That any annual net operating revenues of the Residential Vacant Unit Tax Program be transferred to a new Affordable Housing Reserve for affordable housing initiatives after the implementation costs are repaid to the Investment Stabilization Reserve 112300;
- (d) That a late mandatory declaration fee under the Residential Vacant Unit Tax Program of \$250 be charged; and,
- (e) That staff be directed to report back with the findings from the first year of the Residential Vacant Unit Tax as part of an annual reporting requirement.

**5. Business Improvement Areas (BIAs) Revised Board of Management (Items 9.2 to 9.8)**

**(a) Westdale Village Business Improvement Area (BIA) Revised Board of Management (PED23006) (Ward 1) (Item 9.2)**

That the following individuals be appointed to the Westdale Village Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Robert Crockford, Westdale Theatre;
- (ii) Ron Gabor, HPL Westdale Branch;
- (iii) Jordan Geertsma, Snooty Fox;
- (iv) Biyao Hu, Second Cup Westdale;
- (v) Paul Milki, Cupcakes of Westdale;
- (vi) Ilona Santa, Casual Gourmet;
- (vii) Anita Shilliday, Pace Credit Union;
- (viii) Isha Soni, Pizzaioli;

(ix) David Simpson, Simpson Wellenreiter Law.

**(b) Waterdown Village Business Improvement Area (BIA) Revised Board of Management (PED23008) (Ward 15) (Item 9.3)**

That the following individuals be appointed to the Waterdown Village Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Amanda Groves, Groves Law;
- (ii) Shari Stolpmann, BLR LLP;
- (iii) Sheila Locke, Re/Max Smart Realty;
- (iv) Buket Necip, Free2Be Wellness;
- (v) Christina Birmingham, Birmingham Consulting Inc;
- (vi) Shari Reaume, Turkstra Lumber;
- (vii) Jenn Calvano, Rockhaven Realty;
- (viii) Cat McCrimmon, Rustic Daisy's;
- (ix) Krista Allan, The Wine Shop.

**(c) Ottawa Street Business Improvement Area (BIA) Revised Board of Management (PED23011) (Wards 3 and 4) (Item 9.4)**

That the following individuals be appointed to the Ottawa Street Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Michael Carruth, Down The Street Food Co;
- (ii) Ariane Terveld, Obskurrah Bazaar;
- (iii) Eva Grad, Revolving Closet;
- (iv) Justin Abbiss, Ottawa Market;
- (v) Mark Baker, Merk;
- (vi) Wes Fletch, Wick'd Wax;
- (vii) Sean Querob, Nova Sewing Centre;
- (viii) Thomas Lute, The Argyle;
- (ix) Blaze Forgie, Community Rep.

**(d) International Village Business Improvement Area (BIA) Revised Board of Management (PED23013) (Ward 2 and 3) (Item 9.5)**

That the following individuals be appointed to the International Village Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Herb Wodehouse, Whitley Wodehouse CPA;
- (ii) Maja Prvanovic-Kogut, property owner of 203 King St E;
- (iii) Peter Quaglia, Dodsworth & Brown Funeral Home;
- (iv) Jessica Maurice, Community Rep;

- (v) Melanie Lourenco, Circle Studios;
- (vi) Clay Burns, Studio 205;
- (vii) Kristin Kusterin, Seasoned Restaurant.

**(e) Concession Street Business Improvement Area (BIA) Revised Board of Management (PED23015) (Ward 7) (Item 9.6)**

That the following individuals be appointed to the Concession Street Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Brandon Eyre, Investment Planning Counsel;
- (ii) Sean Keast, The Dirty South;
- (iii) Sarah Maticic, White Rabbit;
- (iv) David Andrews, Community Rep;
- (v) Kat Goegan, At Your Service;
- (vi) Eva Martens, Restorative Mobility;
- (vii) Darryl Howe, Stage Diner.

**(f) Ancaster Village Business Improvement Area (BIA) Revised Board of Management (PED23017) (Ward 12) (Item 9.7)**

That the following individuals be appointed to the Ancaster Village Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Jason Wynne, Wynne, Pringle, Jeske & Kovacs;
- (ii) Ryan MacDonald, Ancaster Mill;
- (iii) Jane Steinberg, Total Hearing Centre;
- (iv) Joel Newman, Community Rep;
- (v) Milap Bedi, Ancaster Cheese;
- (vi) Patricia Rastin, Rastins Pharmacy;
- (vii) Diane Price, Ancaster Realtor / Lucido Global;
- (viii) Dean Hodge, Coach and Lantern.

**(g) Stoney Creek Business Improvement Area (BIA) Revised Board of Management (PED23018) (Ward 5) (Item 9.8)**

That the following individuals be appointed to the Stoney Creek Business Improvement Area (BIA) Board of Management for the 2023-2026 term:

- (i) Tina Fougere, Canadian National Autism Foundation;
- (ii) Suzanne Glinka, The Lucky Gem;
- (iii) Natashi Guidi, Trinity Natural Health;
- (iv) Daniel Trombetta, Titan Mortgage Group;
- (v) Paolo Rispoli, Comic 1 Books;

- (vi) Sandy Pavao, Cake Empire;
- (vii) Mary Terziev-Clifford, The Village Restaurant;
- (viii) Sean Kosak, Hudson Integrative Health Care;
- (ix) Matthew Trombetta, Simnat Consulting Inc.

**6. BIA Sub-Committee Report 22-009 – December 13, 2022 (Item 10.1)**

**(a) Appointment of Chair and Vice-Chair for 2022 - 2023 (Item 1)**

- (i) That Susie Braithwaite be appointed as Chair of the Business Improvement Area Sub-Committee for 2022 - 2023.
- (ii) That Susan Pennie be appointed as Vice-Chair of the Business Improvement Area Sub-Committee for 2022 - 2023.

**7. Advisory Committee for Persons with Disabilities (ACPD) Report 22-012 - October 11, 2022 (Item 10.2)**

**(a) Selection Process for the one Citizen Appointment to the Hamilton Police Services Board (Item 7.8)**

- (i) That the Committee Against Racism and the Hamilton Anti-Racism Resource Centre be requested to consider a member of the Advisory Committee for Persons with Disabilities as one of the six community representatives for appointment to the Hamilton Police Services Board Selection Committee for the recruitment of one citizen appointment to the Hamilton Police Services Board for the 2022-2026 term of Council; and,
- (ii) That a copy of this resolution and the name of the member recommended by the Advisory Committee for Persons with Disabilities, attached as Confidential Appendix “A” to Advisory Committee for Persons with Disabilities Report 22-012, be forwarded to the Committee Against Racism and the Hamilton Anti-Racism Resource Centre for their consideration.

**(b) Proposed Changes to the Advisory Committee for Persons with Disabilities Terms of Reference 2022 – 2026 Term of Council (Deferred from the September 13, 2022, meeting) (Item 10.1)**

That the proposed changes to the Advisory Committee for Persons with Disabilities to the Terms of Reference for the 2022-2026 Term of Council, attached as Appendix “B” to General Issues Committee Report 23-004, be approved.

**8. Advisory Committee for Persons with Disabilities Report 22-014 -  
December 13, 2022 (Item 10.3)**

**(a) Snow Clearing By-Law Review (Item 12.2)**

WHEREAS, Section 130 of the Municipal Act, Chapter 25, S.O. 2001, provides that a municipality may regulate matters related to the health, safety, and well-being of the inhabitants of the municipality;

WHEREAS, according to the City of Hamilton Snow Clearing By-Law 03-296, "Consecutive winter storm events" refers to any precipitation and/or accumulation of snow or ice from the beginning of the original winter snow event, and any subsequent storm events occurring within a 24-hour period of the cessation of the previous storm event;

WHEREAS, according to the City of Hamilton Snow Clearing By-Law 03-296, "Winter Storm Event" refers to any precipitation and/or accumulation of snow or ice;"

WHEREAS, the City of Hamilton Snow Clearing By-Law 03-296 defines street as "Highway," meaning a common and public highway under the jurisdiction of the City of Hamilton, and includes a street, sidewalk, boulevard whether paved or not paved, an unopened road allowance, and any portion of the land situated between street lines;"

WHEREAS, according to the City of Hamilton Snow Clearing By-Law 03-296, "The provisions of this By-law shall apply to all lands within the boundaries of the City, except for those areas designated as being exempt by the Director;"

WHEREAS, the City of Hamilton Snow Clearing By-Law 03-296 is inconsistent in its obligations of property owners in relation to the forgoing by requiring that "That every occupant or owner shall, within 24 hours of the cessation of a Winter Storm Event, or within 24 hours of the cessation of a series of Consecutive winter storm events, remove and clear all snow and ice from sidewalks abutting the highways in front of, or alongside, or at the rear of any occupied or unoccupied lot, or vacant lot;"

WHEREAS, the City of Hamilton Snow Clearing By-Law 03-296 is ambiguous and no longer meets the needs of persons with disabilities, nor is it consistent with Council-approved plans for referring persons with disabilities away from DARTS and onto HSR conventional transit; and,

WHEREAS, the City of Hamilton Snow Clearing By-Law 03-296 makes no mention of any obligation on the part of a property owner or the City to ensure a clear pathway between sidewalk curb cuts and roadways, which

would ensure safe and unobstructed travel between roads and sidewalks for persons with disabilities;

THEREFORE, BE IT RESOLVED:

That the Advisory Committee for Persons with Disabilities respectfully requests Council approve the following:

- (i) That staff be directed to review, in collaboration with the Advisory Committee for Persons with Disabilities, City of Hamilton Snow Clearing By-Law 03-296, so that it may be revised to meet the needs of all persons with disabilities in preparation for the 2023/24 winter season; and,
- (ii) That staff report back to the Public Works Committee with recommendations for revisions to the City of Hamilton Snow Clearing By-Law 03-296 by the early fall of 2023.

**9. Grant Increase to an Existing Environmental Remediation and Site Enhancement (ERASE) Redevelopment Grant Approval, 555 Sanatorium Road, Hamilton, ERG-18-05 (PED19101(a)) (Ward 14) (Item 10.5)**

- (a) That Environmental Remediation and Site Enhancement (ERASE) Redevelopment Grant Application ERG-18-05, submitted by Chedoke Redevelopment Corporation (Starward Homes/Marz Homes), owner of the property at 555 Sanatorium Road, Hamilton, for an ERASE Redevelopment Grant not to exceed an additional \$315,363, for a total maximum grant of \$5,043,587, payable over a maximum of ten years, be authorized and approved in accordance with the terms and conditions of the ERASE Redevelopment Agreement;
- (b) That the General Manager of the Planning and Economic Development Department be authorized and directed to execute the Environmental Remediation and Site Enhancement (ERASE) Redevelopment Agreement together with any ancillary documentation required, to give effect to the ERASE Redevelopment Grant for Chedoke Redevelopment Corporation (Starward Homes/Marz Homes), owner of the property 555 Sanatorium Road, Hamilton in a form satisfactory to the City Solicitor; and,
- (c) That the General Manager of the Planning and Economic Development Department be authorized and directed to administer the Grant and Grant Agreement including but not limited to: deciding on actions to take in respect of events of default and executing any Grant Amending Agreements, together with any ancillary amending documentation, if required, provided that the terms and conditions of the Environmental Remediation and Site Enhancement (ERASE) Redevelopment Grant, as



approved by City Council, are maintained and that any applicable Grant Amending Agreements are undertaken in a form satisfactory to the City Solicitor.

**10. Revitalizing Hamilton Tax Increment Grant - 129 Wellington Street North, Hamilton (PED23004) (Ward 2) (Item 10.6)**

- (a) That a Revitalizing Hamilton Tax Increment Grant Program (RHTIG) Application submitted by WQ (Wellington St N) GP Inc. (Brendan Morley), for the property at 129 Wellington Street North, Hamilton, estimated at \$110,638.98 over a maximum of a four year period, and based upon the incremental tax increase attributable to the redevelopment of 129 Wellington Street North, Hamilton, be authorized and approved in accordance with the terms and conditions of the RHTIG;
- (b) That the General Manager of the Planning and Economic Development Department be authorized and directed to execute a Grant Agreement together with any ancillary documentation required, to give effect to the RHTIG for WQ (Wellington St N) GP Inc. (Brendan Morley) for the property known as 129 Wellington Street North, Hamilton, in a form satisfactory to the City Solicitor; and,
- (c) That the General Manager of the Planning and Economic Development Department be authorized and directed to administer the Grant and Grant Agreement including, but not limited to, deciding on actions to take in respect of events of default and executing any Grant Amending Agreements, together with any ancillary amending documentation, if required, provided that the terms and conditions of the RHTIG Program, as approved by City Council, are maintained and that any applicable Grant Amending Agreements are undertaken in a form satisfactory to the City Solicitor.

**11. Business Improvement Areas (BIAs) Proposed Budget and Schedule of Payments (Item 10.7 to 10.13)**

- (a) **Westdale Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments (PED23007) (Ward 1) (Item 10.7)**
  - (i) That the 2023 Operating Budget for the Westdale Village Business Improvement Area attached as Appendix "C" to General Issues Committee Report 23-004, in the amount of \$128,125 be approved;
  - (ii) That the levy portion of the Operating Budget for the Westdale Village Business Improvement Area in the amount of \$128,125 be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the Westdale Village Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved:

(1)	February	\$64,062.50
(2)	June	\$64,062.50

**(b) Waterdown Village Business Improvement Area (BIA) Proposed Budget & Schedule of Payments (PED23009) (Ward 15) (Item 10.8)**

(i) That the 2023 Operating Budget for the Waterdown Village Business Improvement Area, attached as Appendix “D” to General Issues Committee Report 23-004, in the amount of \$362,735 be approved;

(ii) That the levy portion of the Operating Budget for the Waterdown Village Business Improvement Area in the amount of \$270K be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the Waterdown Village Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved:

(1)	February	\$135,000
(2)	June	\$135,000

**(c) Ottawa Street Business Improvement Area (BIA) Proposed Budget and Schedule of Payments (PED23010) (Wards 3 and 4) (Item 10.9)**

(i) That the 2023 Operating Budget for the Ottawa Street Business Improvement Area, attached as Appendix “E” to General Issues Committee Report 23-004, in the amount of \$187,875 be approved;

(ii) That the levy portion of the Operating Budget for the Ottawa Street Business Improvement Area in the amount of \$133K be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law

pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the Ottawa Street Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved:

(1)	February	\$66,500
(2)	June	\$66,500

**(d) International Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments (PED23012) (Ward 2 and 3) (Item 10.10)**

(i) That the 2023 Operating Budget for the International Village Business Improvement Area, attached as Appendix “F” to General Issues Committee Report 23-004, in the amount of \$238,400 be approved;

(ii) That the levy portion of the Operating Budget for the International Village Business Improvement Area in the amount of \$197,700 be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the International Village Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved:

(1)	February	\$98,850
(2)	June	\$98,850

**(e) Concession Business Improvement Area (BIA) Proposed Budget and Schedule of Payments (PED23014) (Ward 7) (Item 10.11)**

(i) That the 2023 Operating Budget for the Concession Street Business Improvement Area, attached as Appendix “G” to General Issues Committee Report 23-004, in the amount of \$247,544 be approved;

(ii) That the levy portion of the Operating Budget for the Concession Street Business Improvement Area in the amount of \$130K be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the Concession Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved:

(1)	February	\$65,000
(2)	June	\$65,000

**(f) Ancaster Village Business Improvement Area (BIA) Proposed Budget and Schedule of Payments (PED23016) (Ward 12) (Item 10.12)**

(i) That the 2023 Operating Budget for the Ancaster Village Business Improvement Area, attached as Appendix “H” to General Issues Committee Report 23-004, in the amount of \$116,950 be approved;

(ii) That the levy portion of the Operating Budget for the Ancaster Village Business Improvement Area in the amount of \$110K be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the Ancaster Village Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved:

(1)	February	\$55,000
(2)	June	\$55,000

**(g) Stoney Creek Business Improvement Area (BIA) Proposed Budget and Schedule of Payments (PED23019) (Ward 5) (Item 10.13)**

(i) That the 2023 Operating Budget for the Stoney Creek Business Improvement Area, attached as Appendix “I” to General Issues Committee Report 23-004, in the amount of \$83,940 be approved;

(ii) That the levy portion of the Operating Budget for the Stoney Creek Business Improvement Area in the amount of \$72,440 be approved;

(iii) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law

pursuant to Section 208, The *Municipal Act, 2001*, as amended, to levy the 2023 Budget for the Stoney Creek Business Improvement Area;

(iv) That the following schedule of payments for 2023 be approved;

(1)	February	\$36,220
(2)	June	\$36,220

**12. Local Tree Planting Initiatives (PW23006) (Ward 12) (Item 10.14)**

- (a) That Council approve the acceptance of the 2 Billion Trees funding through Green Communities Canada, CanPlant, and Canadian Geographic which will fund in part the participation of the City of Hamilton in the National Mini-Forest Project and that the General Manager, Public Works Department be authorized to enter into and execute an Agreement and any necessary agreements and ancillary documents required to give effect thereto, all in a form satisfactory to the City Solicitor; and
- (b) That staff accept the grant in the amount of \$10,000 as well as the possible additional grant funds of \$4,000 which may be accessed for tree planting within publicly owned Greenbelt lands, to be deposited into the existing Tree Planting project ID 4450053001.

**13. Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) (City Wide) (Item 10.15)**

- (a) That the Climate Change Advisory Committee be established;
- (b) That the Climate Change Advisory Committee Terms of Reference attached as Amended Appendix "J" to General Issues Committee Report 23-004, to include one regulated health professional to the voting members of the Committee, be approved;
- (c) That the budget for the Climate Change Advisory Committee in the amount of \$9,000 for 2023 be approved, and funded through the Climate Change Reserve Account 108062;
- (d) That the Climate Change Advisory Committee be directed to submit an annual operating budget through the General Issues Committee using the standard templates for the 2024 budget approval process;
- (e) That the Outstanding Business List (OBL) Item LL of the General Issues Committee on August 8, 2022, Item 1(d), that staff be directed to prepare a Draft Terms of Reference for a Climate Change Advisory Committee of Council for the 2022-2026 Term of Council, that will help guide the

implementation of the City's Climate Action Strategy, and which includes a composition that ensures a diverse representation of Hamilton's community, be removed.

**14. Hamilton Ukrainian Humanitarian Crisis Response Update and Recommendation (HSC22029(b)) (City Wide) (Item 10.16)**

- (a) That staff be directed to continue responding to the Ukraine Crisis, including but not limited to short-term and temporary accommodations and wrap around supports, with an extended timeframe to June 30, 2023 and with an upset spending limit of \$500,000 to be funded from the Corporate Financials – Expenditures/Non-Program Dept ID; and,
- (b) That staff be directed to continue to work with the Greater Toronto Hamilton Area (GTHA) Committee on a regional approach to pursuing full recovery from senior levels of government for the costs associated with the City's response to the Ukraine Crisis.

**15. Outcomes and Findings of the Encampment Facilitated Sessions (HSC23009) (City Wide) (Item 10.17)**

That Report HSC23009 respecting the Outcomes and Findings of the Encampment Facilitated Sessions, be received.

**16. 2023 Insurance Renewals - Cyber & Paramedics Medical Malpractice (LS22036(a)) (City Wide) (Item 10.20)**

- (a) That the Paramedic Medical Malpractice Insurance Policy for the term January 30, 2023, to January 30, 2024 in the amount of \$5 Million at a cost of \$64,000 (plus applicable taxes) be approved and funded through the 2023 Risk Management Services Budget.
- (b) That the update on the Cyber Insurance renewal be received as information.
- (c) That the 2023 insurance renewal of the property insurance coverages be received as information.
- (d) That the City Solicitor be authorized to execute all associated documents related to the renewal of the Paramedic Medical Malpractice coverage for the term January 30<sup>th</sup>, 2023 to January 30<sup>th</sup>, 2024, through Arthur J. Gallagher Canada Ltd. and Marsh Canada Ltd. on behalf of the City.

**17. Stormwater Rate Review (Item 11.1)**

WHEREAS, in December 2021, Council directed staff, through Report PW21074 to report back to the Public Works Committee with a review of the benefits and challenges of various stormwater program funding options including water rates, a dedicated stormwater fee or tax levy or any other options and provide a recommendation for the preferred financing model for the City's stormwater programs, including a preliminary plan and any resource requirements necessary to conduct a detailed review of the preferred financing model;

WHEREAS, in June 2022, Council approved Report FCS22043 - Stormwater Funding Review that directed staff to report back to the General Issues Committee to provide Guiding Principles for consideration that will direct the evaluation of alternative stormwater rate funding structures as part of the Stormwater Funding Review;

WHEREAS, Report FCS22043 Stormwater Funding Review outlined three phases for the project with an estimated timeline for completion of all three phases of January 2026;

WHEREAS, Report FCS22043(a) Stormwater Funding Review on the November 30, 2022 General Issues Committee (GIC) agenda recommends a set of guiding principles for council to consider;

WHEREAS, Report FCS22043(a) Stormwater Funding Review highlights that Phase 1 of the project was completed three months earlier than originally planned;

WHEREAS, a new Utility Billing System is required to be in place at the expiry of the current contract with Alectra expected at December 31, 2024; and;

WHEREAS, synergies could be achieved if a new Stormwater Funding model could be integrated into a new Utility Billing System;

**THEREFORE, BE IT RESOLVED:**

- (a) That staff be directed to report back to the General Issues Committee in the second quarter of 2023 on the steps and resources required to implement a dedicated user fee for stormwater services, with an implementation date no later than January 2025; and,
- (b) That, in addition to the guiding principles that may be adopted by Council through Report FCS22043(a), staff be directed to include all aspects of the City's stormwater services to be funded from the revenues associated with this dedicated user fee.

**18. Audit of the 2022 Municipal Elections in the City of Hamilton (Item 11.2)**

WHEREAS, the City Clerk has responsibility under the *Municipal Elections Act* for conducting elections within the city of Hamilton;

WHEREAS, Council is responsible for providing funding for the conduct of municipal elections, the use of City resources during an election, the methods used for voting and the passing of by-laws related to election signs; and,

WHEREAS, there have been concerns raised including, but not limited to, the use of vote by mail ballots, elector privacy, timely distribution of information to electors and candidates, as well as voting delays during the 2022 municipal elections in the city of Hamilton;

THEREFORE, BE IT RESOLVED:

- (a) That the City Auditor be directed to:
  - (i) undertake and oversee, an audit of the administration of the 2022 municipal election in the city of Hamilton and report back in May of 2023 to Audit, Finance and Administration Committee on the findings of the audit to ensure that sufficient systems, resources, vendors and vendor agreements, and policies and procedures are in place to comply with the provisions of the *Municipal Elections Act*;
  - (ii) produce an actionable set of recommendations focused on improving the administration of the City of Hamilton's elections for the 2026 municipal election; and,
  - (iii) and make recommendations to Council with regards to suggested legislative reforms to the *Municipal Elections Act*; and,
- (b) That the audit process, of the 2022 municipal election in the city of Hamilton, include the retention of an election expert, and the solicitation of feedback from electors and candidates.

**19. Council Priorities Workshop (Item 11.3)**

WHEREAS, Hamiltonians will benefit most from a council that, as a whole, sets out clear priorities,

WHEREAS, urgent needs in our communities will be addressed more quickly and efficiently by a council that is working together to make tangible progress on our most pressing challenges and opportunities,



WHEREAS, this council will be able to more effectively direct staff work and get results for Hamiltonians by setting out clear priorities for the term,

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to work with the Mayor, Councillor M. Wilson, Councillor Beattie, and Councillor Jackson, to plan a workshop for council at which Council as a whole will set priorities as a group for the 2022 – 2026 term of office; and,
- (b) That the workshop and final council product be completed by March 31st 2023.

**20. Establishment of a Mayor's Task Force on Transparency, Access and Accountability (Item 11.4)**

WHEREAS, Hamiltonians have articulated concerns about issues of transparency, access, and accountability at City Hall; and,

WHEREAS, Council is committed to ensuring that Hamiltonians feel confident that their elected officials have heard their concerns and will endeavor to address them.

THEREFORE BE IT RESOLVED:

- (a) That the City of Hamilton establish a diverse Mayor's Task Force on Transparency, Access and Accountability to be tasked with undertaking a comprehensive review of public concerns regarding access, transparency, and accountability at City Hall;
- (b) That staff, in consultation with the Mayor, develop and report back with a Terms of Reference for the Mayor's Task Force on Transparency, Access and Accountability, that includes a one year term with a regular reporting schedule and that the meetings be chaired by two Co-Chairs, appointed by the Mayor;
- (c) That the Mayor's Task Force on Transparency, Access, and Accountability provide actionable recommendations to the General Issues Committee to address these concerns and improve public access, transparency and accountability at Hamilton City Hall including the suggested measurements for success linked to each recommendation; and,
- (d) That the Mayor's Task Force on Transparency, Access, and Accountability at City Hall be provided with a budget of up to \$50,000 for the purpose of soliciting input and feedback from Hamiltonians to inform their work, and that this be funded through the Tax Stabilization Reserve 110046.

**21. Collective Bargaining Mandate (HUR23001) (City Wide) (Item 14.2)**

- (a) That the directions provided to staff in Closed Session, respecting Report HUR23001, Collective Bargaining Mandate, be approved; and,
- (b) That Report HUR23001, respecting the Collective Bargaining Mandate, remain confidential.

**FOR INFORMATION:**

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

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

**5. COMMUNICATION ITEMS**

- 5.2 Correspondence from Janice M. Shearer, Director, Chair of the Board of Directors, Dr. Bob Kemp Hospice Foundation Inc., respecting to officially move into an exploratory phase by Dr. Bob Kemp Hospice, and with city staff, to examine the viability of the acquisition of land at 41 South St. W (rear), Dundas, to build a “Campus of Care” for a pediatric hospice and centre of excellence for grief and bereavement that will serve Southwestern Ontario.

Recommendation: Be received and referred to the General Manager of Planning and Economic Development for appropriate action.

- 5.3 Correspondence from Rachel Lamont, MD, FRCPC, Psychiatrist, Assistant Professor McMaster University, respecting the Encampment Pilot Evaluation Report

Recommendation: Be received and referred to the consideration of Item 10.18 - Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)).

- 5.4 Correspondence from Marijke Jurriaans, Greater Hamilton Health Network, respecting the proposed Climate Change Advisory Committee Terms of Reference

Recommendation: Be received and referred to consideration of Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee (PED23028).

- 5.5 Correspondence from David Inkley and Jeffrey Cowan, Hamilton Community Enterprises, respecting Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee - PED23028

Recommendation: Be received and referred to consideration of Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee (PED23028).

**6. DELEGATION REQUESTS**

- 6.2 Ian Borsuk, Environment Hamilton, respecting Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) on behalf of Environment Hamilton (For today's meeting)
- 6.3 Delegation Requests respecting Item 10.18 - Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)) (City Wide), from the following individuals:
  - 6.3(a) Marcie Mcilveen, Hamsmart
  - 6.3(b) Gessie Stearns
  - 6.3(c) Koubra Haggar
  - 6.3(d) Katherine Walker-Jones
  - 6.3(e) Amanda Nemec-Bakk
  - 6.3(f) Tanya Collins
  - 6.3(g) Joanna Aitcheson
  - 6.3(h) Elia Hamelin

**8. STAFF PRESENTATIONS**

- 8.2 Residential Vacant Unit Tax Program Framework (FCS21017(c)) (City Wide) (Formerly Item 10.4)

**10. DISCUSSION ITEMS**

- 10.20 2023 Insurance Renewals - Cyber & Paramedics Medical Malpractice (LS22036(a)) (City Wide)

**CHANGE TO THE ORDER OF ITEMS:**

That Item 14.5 respecting Report HUR23002, Human Resources Recruitment and Retention Strategy be moved up on the agenda to be considered immediately following the consideration of the Delegations (Item 7) as there are external consultants in attendance for this item.

The agenda for the January 18, 2023 General Issues Committee meeting, was approved, as amended.

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

Councillor B. Clark declared a disqualifying pecuniary interest to Item 14.4, Report LS16029(h), respecting an Update Regarding Ontario Land Tribunal Appeals of the Rural and Urban Hamilton Official Plans – Urban Boundary Expansion as the principle planner of Urban Solutions, who is believed to be representing some landowners in this appeal, has a retail business interest with his son.

Mayor A. Horwath declared a disqualifying interest to Item 8.2, Report FCS21017(c), Residential Vacant Unit Tax Program Framework as she has a vacant property.

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

The following minutes of the General Issues Committee were approved, as presented:

- (i) November 30, 2022 (Item 4.1)
- (ii) December 6, 2022 – Special (Item 4.2)

**(d) COMMUNICATIONS (Item 5)**

Communications Items 5.1, 5.3 to 5.5, were approved, as presented, as follows:

- (i) Correspondence from Joanne Cohen respecting CBC: Hamilton Mayor Orders Audit of Hamilton Municipal Election Practices and Concerns Re Voter Lists (Item 5.1)

Recommendation: Be received and referred to consideration of Item 11.2 - Audit of the 2022 Municipal Elections in the City of Hamilton

- (ii) Correspondence from Rachel Lamont, MD, FRCPC, Psychiatrist, Assistant Professor McMaster University, respecting the Encampment Pilot Evaluation Report (Added Item 5.3)

Recommendation: Be received and referred to the consideration of Item 10.18 - Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)).

- (iii) Correspondence from Marijke Jurriaans, Greater Hamilton Health Network, respecting the proposed Climate Change Advisory Committee Terms of Reference (Added Item 5.4)

Recommendation: Be received and referred to consideration of Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee (PED23028).

- (iv) Correspondence from David Inkley and Jeffrey Cowan, Hamilton Community Enterprises, respecting Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee - PED23028 (Added Item 5.5)

Recommendation: Be received and referred to consideration of Item 10.15 - Draft Terms of Reference for a Climate Change Advisory Committee (PED23028).

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

The Delegation Requests, were approved as follows:

- (i) Julie Alexander, Enbridge Gas on behalf of Enbridge Gas and ArcelorMittal Dofasco, respecting an upcoming project in the City of Hamilton (For the February 1, 2023 Meeting) (Item 6.1)
- (ii) Ian Borsuk, Environment Hamilton, respecting Item 10.15 Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) on behalf of Environment Hamilton (For today's meeting) (Added Item 6.2)
- (iii) Delegation Requests respecting Item 10.18 - Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)) (City Wide), for today's meeting, from the following individuals:
  - (1) Marcie Mcilveen, Hamsmart (Added Item 6.3(a))
  - (2) Gessie Stearns (Added Item 6.3(b))
  - (3) Koubra Haggar (Added Item 6.3(c))
  - (4) Katherine Walker-Jones (Added Item 6.3(d))
  - (5) Amanda Nemec-Bakk (Added Item 6.3(e))
  - (6) Tanya Collins (Added Item 6.3(f))
  - (7) Joanna Aitcheson (Added Item 6.3(g))
  - (8) Elia Hamelin (Added Item 6.3(h))

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

- (i) Ian Borsuk, Environment Hamilton, respecting Item 10.15 Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) on behalf of Environment Hamilton (Added Item 7.1)**

Ian Borsuk, Environment Hamilton, addressed the Committee respecting Item 10.15 Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) on behalf of Environment Hamilton.

The Delegation from Ian Borsuk, Environment Hamilton, respecting Item 10.15 Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) on behalf of Environment Hamilton, was received.

**(ii) Delegations Respecting Item 10.18 - Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)) (Added Item 7.2)**

The following individuals addressed the Committee respecting Item 10.18 – Report HSC20038(e) / PED21188(b), Encampment Pilot Evaluation:

- (1) Marcie Mcilveen, Hamsmart (Added Item 7.2(a))
- (2) Gessie Stearns (Added Item 7.2(b))
- (3) Koubra Haggar (Added Item 7.2(c))
- (4) Katherine Walker-Jones (Added Item 7.2(d))
- (5) Amanda Nemec-Bakk (Added Item 7.2(e))
- (6) Tanya Collins (Added Item 7.2(f))
- (7) Joanna Aitcheson (Added Item 7.2(g))
- (8) Elia Hamelin (Added Item 7.2(h))

The following delegations respecting Item 10.18 – Report HSC20038(e) / PED21188(b), Encampment Pilot Evaluation, were received:

- (1) Marcie Mcilveen, Hamsmart (Added Item 7.2(a))
- (2) Gessie Stearns (Added Item 7.2(b))
- (3) Koubra Haggar (Added Item 7.2(c))
- (4) Katherine Walker-Jones (Added Item 7.2(d))
- (5) Amanda Nemec-Bakk (Added Item 7.2(e))
- (6) Tanya Collins (Added Item 7.2(f))
- (7) Joanna Aitcheson (Added Item 7.2(g))
- (8) Elia Hamelin (Added Item 7.2(h))

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

**(i) Human Resources Recruitment and Retention Strategy (HUR23002) (City Wide) (Item 14.5)**

Consultants Terry Curtis and Melissa Merkley from Optimus SBR; and Elizabeth Hill from Pesce & Associates; were permitted to attend the Closed Session portion of the meeting with respect to Report HUR23002, Human Resources Recruitment and Retention Strategy.

Committee moved into Closed Session to discuss Item 14.5, pursuant to Section 9.3, Sub-section (d) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-section (d) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to labour relations or employee negotiations.

For disposition of this matter, refer to Item 2.

**(h) STAFF PRESENTATIONS (Item 8)**

**(i) Economic Development Manufacturing Strategy Update (PED23005) (City Wide) (Item 8.1)**

Norm Schleeahn, Director, Economic Development introduced Clark Savolaine and Marina Vukusic from KPMG, who addressed the Committee with an update on the Economic Development Manufacturing Strategy.

The presentation respecting PED23005, Economic Development Manufacturing Strategy Update, was received.

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

Mayor A. Horwath relinquished the Chair to Deputy Mayor J.P. Danko due to a declared a conflict to Item 8.2.

**(ii) Residential Vacant Unit Tax Program Framework (FCS21017(c)) (City Wide) (Item 8.2)**

Kirk Weaver, Manager, Budgets and Financial Policy and Gloria Rojas, Senior Tax Policy Advisor addressed the Committee with a presentation on the Residential Vacant Unit Tax Program Framework.

The presentation respecting Report FCS21017(c), Residential Vacant Unit Tax Program Framework, was received.

For disposition of this matter, please refer to Item 4.

Mayor A. Horwath assumed the Chair.

**(i) CONSENT ITEMS (Item 9)**

**(i) Arts Advisory Commission Various Minutes:**

The following minutes of the Arts Advisory Commission, were received:

- (1) January 25, 2022 (Item 9.1(a))
- (2) March 22, 2022 (Item 9.1(b))
- (3) May 24, 2022 (Item 9.1(c))
- (4) July 26, 2022 (Item 9.1(d))
- (5) September 27, 2022 (Item 9.1(e))

(j) **DISCUSSION ITEMS (Item 10)**

(i) **Draft Terms of Reference for a Climate Change Advisory Committee (PED23028) (City Wide) (Item 10.15)**

That sub-section (b) to Report PED23028, Draft Terms of Reference for a Climate Change Advisory Committee, ***be amended***, by adding ***“to include one regulated health professional to the voting members of the Committee”***, as follows:

- (b) That the Climate Change Advisory Committee Terms of Reference attached as ***Amended*** Appendix “A” to Report PED23028, ***to include one regulated health professional to the voting members of the Committee***, be approved;

For further disposition of this matter, refer to Item 13.

(ii) **Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)) (City Wide) (Item 10.18)**

The following was deferred to the February 1, 2023 General Issues Committee meeting:

- (a) That Council approve the extension of the encampment response pilot to the end of April 2023 to be structured and funded as outlined in HSC20038(d) / PED21188(a) and PED22088 at an approximate cost of \$350,000.
- (b) That, as the pilot program for the Coordination Response Team (CRT) ended on December 31, 2022, a permanent, dedicated CRT to coordinate response and service delivery related to encampments throughout the City, on a housing-outreach first approach, supported by a secondary role for enforcement only when needed, be established;
- (c) That, in order facilitate the permanent Coordination Response Team, the respective General Manager, or their designate, be authorized and directed to:
- (i) Increase the Healthy and Safe Communities Department, Housing Services Division’s budgeted complement by the following two full-time, permanent positions:
- (1) Manager of Housing-focused Street Outreach, at an annual cost of approximately \$149,000 for salary, benefits and ancillary charges;



- (2) Project Manager of Housing-focused Street Outreach, at an annual cost of approximately \$102,000 for salary, benefits and ancillary charges;
- (ii) Increase the Public Works Department, Parks Section's budgeted complement by one full-time permanent position:
  - (1) Supervisor, at an annual cost of approximately \$124,000 for salary, benefits and ancillary charges;
- (iii) Increase the Planning and Economic Development Department budgeted complement by two full-time, permanent positions:
  - (1) Two Municipal Law Enforcement Officers, at an annual cost of approximately \$138,500 each (\$277,000 for both) for salary, benefits, and ancillary charges;
- (d) That the General Manager of the Healthy and Safe Communities Department, or designate, be authorized and directed, on behalf of the City of Hamilton, to enter into, execute and administer all agreements and documents necessary to hire the equivalent of 3.5 seconded Street Outreach Workers, at an approximate cost of \$61,500 each (total for 3.5 FTEs \$216,000) on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department, or designate, and in a form satisfactory to the City Solicitor;
- (e) That, based on last year's costing as an indicator, the Public Works Department's operating budget be increased by \$200,000 annually, to be used for ad hoc clean up or other costs incurred as a result of encampments on City property;
- (f) That, although the Hamilton Police Service (HPS) is willing to support for the Coordination Response Team, but it is not in the mandate of the HPS to do so, an additional 2 FTEs (police officers) be hired to support the delivery of the coordinated encampment response at an annual cost of \$268,646 for salary, benefits and one-time costs of \$30,000 for ancillary equipment, to be fully funded by the City from Dept ID 673247; and,
- (g) That Report HSC20038(e) / PED21188(b), respecting the Encampment Pilot Evaluation, in its entirety, be referred to the 2023

Operating Budget process (February 7, 2023 GIC) for consideration.

**(iii) Recess**

The General Issues Committee recessed for 20 minutes until 6:20 p.m.

**(iv) Disposition of the Balance of the Agenda**

(a) That the following Items be DEFERRED to the February 1, 2023 General Issues Committee meeting:

- (i) Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)) (City Wide) (Item 10.18)
- (ii) Update Regarding Ontario Land Tribunal Appeals of the Rural and Urban Hamilton Official Plans – Urban Boundary Expansion (LS16029(h)) (City Wide) (Item 14.4)
- (iii) Encampment Litigation Update (LS20023(e)) (City Wide) (Item 14.6)

(b) That Outcomes and Findings of the Encampment Facilitated Sessions (HSC23009) (City Wide) (City Wide) (Item 10.17), be included as an appendix to Encampment Pilot Evaluation (HSC20038(e) / PED21188(b)) (City Wide) on the February 1, 2023, General Issues Committee meeting agenda for information.

(c) That there be no further in-person or virtual delegations respecting the Encampment Reports at the February 1, 2023, General Issues Committee meeting;

(d) That comments respecting the Encampment Reports be limited to written submissions.

(e) That the following Item be DEFERRED to the February 15, 2023, General Issues Committee meeting:

- (i) Media Relations Program Review – Update to Media Relations Policy (CM23007) (City Wide) (Item 10.19)

**(k) MOTIONS (Item 11)**

Mayor A. Horwath relinquished the Chair to Deputy Mayor J.P. Danko to introduce the following motions:

**(i) Audit of the 2022 Municipal Elections in the City of Hamilton (Item 11.2)**

For disposition of this matter, refer to Item 18.

**(ii) Council Priorities Workshop (Item 11.3)**

For disposition of this matter, refer to Item 19.

**(iii) Establishment of a Mayor's Task Force on Transparency, Access and Accountability (Item 11.4)**

For disposition of this matter, refer to Item 20.

Mayor A. Horwath assumed the Chair.

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

**(a) Amendments to the Outstanding Business List (Item 13.1)**

The following amendments to the General Issues Committee's Outstanding Business List, were approved:

**(1) Items to be Removed (Item 13.1.a.)**

- (a) Local Tree Planting Initiatives**  
Date Added: February 16, 2022 (GIC Report 22-005 - Item 13)  
Date Completed: January 18, 2023 (Item 10.21)
- (b) Stormwater Funding Review**  
Addressed at the November 30, 2022 GIC - FCS22043(a)
- (c) Status Update respecting the Equity, Diversity and Inclusion Roadmap and Implementation Plan**  
Date Completed: November 30, 2022 (Item 9.2)

**(2) Proposed New Due Dates (Item 13.1.b.)**

- (a) Annual Update - Implementation of the Public Art Master Plan**  
Current Due Date: November 30, 2022  
Proposed New Due Date: September 20, 2023
- (b) Updated Hamilton Tourism Strategy 2021 to 2025**  
Current Due Date: November 30, 2022  
Proposed New Due Date: March 22, 2023
- (c) Hamilton Region Decarbonization Hub**  
Current Due Date: January 18, 2023  
Proposed New Due Date: April 19, 2023

- (d) Update on Request for Information – Downtown Parking Structure (PED16105 and PED15183)  
Current Due Date: January 18, 2023  
Proposed New Due Date: March 22, 2023
- (e) Report Card on the City's Climate Change Abatement and Mitigation  
Current Due Date: January 18, 2023  
Proposed New Due Date: October 4, 2023
- (f) Commonwealth Games2030 Update (PED19108(h))  
Current Due Date: January 18, 2023  
Proposed New Due Date: February 15, 2023

**(m) PRIVATE & CONFIDENTIAL (Item 14) (Continued)**

**(i) Closed Session Minutes – November 30, 2022 (Item 14.1)**

- (a) The Closed Session Minutes of the November 30, 2022 General Issues Committee meeting, were approved; and,
- (b) The Closed Session Minutes of the November 30, 2022 General Issues Committee meeting remain confidential.

**(ii) Confidential Appendix "A" to Item 1 of ACPD Report 22-012 - October 11, 2022 (Item 14.3)**

For disposition of this matter, please refer to Item 7.

Committee moved into Closed Session to discuss Item 14.2, pursuant to Section 9.3, Sub-section (d) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (d) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to labour relations or employee negotiations.

For disposition of this matter, please refer to Item 21.

**(n) ADJOURNMENT (Item 15)**

There being no further business, the General Issues Committee adjourned at 8:38 p.m.

Respectfully submitted,

---

Mayor Andrea Horwath  
Chair, General Issues Committee

---

Angela McRae  
Legislative Coordinator  
Office of the City Clerk

## Residential Vacant Unit Tax Program Framework

---

### OVERVIEW

Under O. Reg 458/22, the City of Hamilton has been granted authority by the Government of Ontario to impose a residential Vacant Unit Tax (VUT) under Part IX.1 of the *Municipal Act, 2001* on vacant units that are classified in the residential property class and that are taxable under the Act for municipal purposes.

The VUT is an annual tax payable by the owner of an eligible property that has been vacant for more than 183 days in the previous calendar year. All owners of eligible properties must submit an annual mandatory declaration on the status of their property. Failure to submit a mandatory declaration will result in the property being deemed vacant and made subject to the VUT.

Where an eligible property has more than one residential unit, a mandatory declaration will be required for each unit and the property will be deemed vacant if one or more of the residential units were vacant for more than 183 days in the previous calendar year. The VUT will be adjusted based on the number of vacant units on the property.

With the submission of an annual mandatory declaration, a principal residence will not be subject to the VUT.

Vacant residential land in the residential property tax class and residential properties with seven or more units assessed in the Multi-Residential and New Multi-Residential classes **are not subject to the VUT**.

**Table A  
Program Timeline**

<b>Date</b>	<b>Action</b>
Early November (*)	By-law approval*
Mid-December	Mandatory declarations are mailed
January 1	Mandatory declaration platform opens
March 31	Mandatory declaration deadline
April 1 to April 30	Late mandatory declarations will be accepted with a fee
First week of June	Tax bills are mailed
June 30	First payment due
July 2	Complaint period begins
September 30 <sup>th</sup>	Second payment due

\* For reference years beyond 2023, it is recommended that the by-law be passed at an earlier date.

---

**Residential Vacant Unit Tax Program Framework**

---

**DEFINITIONS**

**Eligible Property:** Means property or a portion of a property which:

- is classified in the residential property class on the assessment roll;
- is assessed by Municipal Property Assessment Corporation (MPAC) in one of the property codes set out in Table “B”; and
- is taxable under the *Municipal Act*.

**Residential Unit:** A residential unit is a dwelling unit as delineated by the assessment of the property.

**Vacant Residential Unit:** A residential unit that has been unoccupied for more than 183 days during the previous calendar year or is deemed vacant by the City of Hamilton.

**Unoccupied Property:** A residential unit is unoccupied when it is not the principal residence of the owner or a permitted occupier and is not occupied for residential purposes by one or more tenants for more than 183 days during the previous calendar year.

**Principal Residence:** A property which is the housing unit where the person is ordinarily resident. An individual can only have one principal residence.

**Deemed Vacant:** A property may be deemed vacant by the City and subject to the VUT if the owner:

- failed to make a mandatory declaration by the prescribed deadline;
- made a false mandatory declaration;
- failed to provide information or to submit any evidence required by the City; or
- provides false information or submits false evidence to the City; and
- if at least one unit within the eligible property is unoccupied.

**Program Administrator:** A City employee responsible for the VUT Program including reviewing a list of the properties, or portions of properties, that are under dispute.

**Appellate Authority:** A City employee responsible for hearing any appeals of the Program Administrator’s eligibility decision under the Dispute Resolution process.

## Residential Vacant Unit Tax Program Framework

**Table B  
Eligible Property Codes**

<b>Property Code</b>	<b>Code Description</b>
301	Single family detached (not on water)
302	More than one structure used for residential purposes with at least one of the structures occupied permanently
303	Residence with a commercial unit
304	Residence with a commercial/industrial use building
305	Link home - homes linked together at the footing or foundation by a wall above or below grade
309	Freehold townhouse / row house - more than two units in a row with separate ownership
311	Semi-detached residential - two residential homes sharing a common centre wall with separate ownership
313	Single family detached on water - year-round residence
322	Semi-detached residence with both units under one ownership - two (2) residential homes sharing a common centre wall
332	Typically, a Duplex - residential structure with two self-contained units
333	Residential property with three (3) self-contained units
334	Residential property with four (4) self-contained units
335	Residential property with five (5) self-contained units
336	Residential property with six (6) self-contained units
350	Row Housing, with three (3) to six (6) units under single ownership
360	Rooming or boarding house - rental by room / bedroom; tenant(s) share a kitchen, bathroom and living quarters
366	Student housing (off campus) - residential property licensed for rental by students
370	Residential condominium unit
471	Retail or office with residential unit(s) above or behind – less than 10,000 s.f. gross building area (GBA), street or onsite parking, with six (6) or less apartments, older downtown core
473	Retail with more than one non-retail use
476	Commercial condominium (live / work)

**TAX RATE**

The amount of the annual VUT payable for a taxation year will be calculated as 1.0% of the assessed value (Current Value Assessment or CVA) of the residential property upon which the residential unit is located, on the most recently returned assessment roll.

**EXEMPTIONS**

If any of the following circumstances exist during the previous calendar year, a vacant residential unit shall be exempt from the VUT for that year.

**Death of an owner:** The exemption applies to the year of death plus one subsequent year only.



## Residential Vacant Unit Tax Program Framework

---

**Major renovations:** Major renovations or redevelopment make occupation of a unit impossible for more than 183 days in the same calendar year, provided a building permit has been issued under the *Building Act*.

**Sale of the property:** The VUT shall not apply in the year of the sale, provided that the transfer is to an arm's length transferee.

If any of the following circumstances exist during the previous calendar year, the residential unit shall not be considered vacant during the exempt period.

**Principal Resident is in care, institutionalized or hospitalized:** Period when the principal resident of a residential unit resides in a hospital, long-term or supportive care facility.

**Court Order:** Court order prohibiting occupancy of the residential property is in effect.

### FEES, FINES, PENALTIES AND OFFENCES

**Late Mandatory Declaration Fee:** \$250

**Penalties and Interest:** The VUT charge is considered a lien on the property and will be subject to the same penalty and interest as property taxes. According to By-law No. 13-136, By-law to Impose Late Payment Charges for Non-Payment of Taxes, the penalty is 1.25% on the first day of default and interest is 1.25% per month.

**Other Offences:** Offences will be set in the following cases:

- making a false mandatory declaration;
- providing insufficient or false information or evidence;
- failure to Provide information or evidence requested; and
- otherwise violating the By-law containing the provisions of the VUT.

**Other:** Unpaid VUT will be added to the tax roll and collected in the same manner as property taxes.

### AUDITS

The Program Administrator will conduct regular audits to ensure the accuracy of the mandatory declarations and compliance with the program. Audits regarding the status of a property could be conducted for the current reference year plus the two most recent previous reference years. The City will audit mandatory declarations for accuracy on an annual basis. Audits will be conducted in the following scenarios:

- Properties that report an exemption;
- Properties declared occupied that were vacant the year previous;

## Residential Vacant Unit Tax Program Framework

---

- A complaint or tip;
  - Random selection;
  - Targeted audit campaigns; and
  - Properties reported vacant in the Vacant Building Registry (registered and unregistered)
- If as a result of an audit, the property is deemed vacant, the property will be subject to the VUT. A notice of determination will be issued prior to the bill declaring the property as vacant.

Fines and penalties for non-compliance with the audit will apply as per provisions contained under the Fees, Fines, Penalties and Offenses section of this document.

### DEMAND FOR INFORMATION

The Program Administrator may require an owner to provide information and evidence in support of a status mandatory declaration at any time and for a period of up to two years after the applicable taxation year, respecting the following:

- the eligible property;
- the identity and address of the owner or any person occupying the eligible property, including tenants;
- the nature and duration of the occupancy of the eligible property during the relevant taxation year; and
- the nature of any exemption to the VUT.

Documents that may be required to support the mandatory declaration include, but are not limited to:

- Copies or certified copies of:
  - Ontario vehicle registration and vehicle insurance documentation of any occupant and owner;
  - Government-issued personal identification, including without limitation, driver's license and Ontario Identity Card of any occupant and owner;
  - Income tax returns and income tax notices of assessment of any occupant and owner;
  - Lease agreements for the property;
  - Death certificate;
  - Employment contracts, pay statements or records of employment of any occupant or owner;
  - Verification of residence in hospital, long term or supportive care facility in respect of an occupant or owner,
  - Court orders prohibiting the rental of the property;
  - Insurance certificates for homeowners or tenants' insurance; and
  - Agreement of Purchase and Sale.
- Statutory mandatory declarations or affidavits regarding the status of the property.

### DISPUTE RESOLUTION

### Residential Vacant Unit Tax Program Framework

---

The VUT will have a two-tier appeal mechanism. The first tier will be a complaint process and the second tier will be an appeal process.

A property owner that has been charged the VUT may submit a notice of complaint in the following cases:

- If the City made an error or omission that resulted in the imposition of the VUT; or
- If the Owner made an error or omission in completing the property mandatory declaration that resulted in the imposition of the VUT.

A property owner who believes they have been charged the VUT in error will have 60 days after the tax bill or the audit determination notice has been received to submit a notice of complaint. The notice of complaint form will be available on the City's website.

Upon receipt of a complaint, the Program Administrator may request additional information to support the claim. The complaint will only be considered if the requested information is received within a specified period.

If the complaint is successful, the City will issue a notice of determination and the VUT, including any penalties and interest, will be rescinded.

Property owners whose complaint has been denied can appeal the decision to the Appellate Authority within 60 days of the denial of the notice of complaint by submitting a Request for Review. The Appellate Authority will review the request and issue a decision within 60 days of receipt of the Request for Review or receipt of additional information requested by the Appellate Authority. A notice of determination issued by the Appellate Authority shall be final.

### **REPORTING**

An annual report of the Program will be required.

# **Proposed Changes to the Advisory Committee for Persons with Disabilities Terms of Reference 2022 – 2026 Term of Council**



Hamilton

## **ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES**

### **Mission Statement:**

The Advisory Committee for Persons with Disabilities (ACPD) in the City of Hamilton assists the work of City Council by identifying accessibility barriers and making recommendations with regard to barrier removal and prevention in compliance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code.

The work of Committee encompasses the broadest possible scope of services, facilities, policies and practices affecting the lives of all persons with disabilities in the City.

### **Vision Statement**

Hamilton is an inclusive community where ALL people can live, work, play and participate fully, free from barriers or discrimination.

*Proposed changes – October 11, 2022*

*As approved by Council on November 23, 2016 as part of GIC Report 16-029, November 16, 2016*

*As amended by Council on September 25, 2019 as part of GIC Report 19-017, September 18, 2019*

*As Amended by Council on February 26, 2020 as part of GIC Report 20-007, February 19, 2019*

## **Values**

Accountability  
Cooperation  
Dignity  
Equity  
Excellence  
Honesty

Inclusiveness  
Innovation  
Leadership  
Respect  
Teamwork  
Tolerance

## **Mandate:**

The Advisory Committee for Persons with Disabilities advises Council on providing full accessibility and inclusion of persons with disabilities in the City related to City goods and services and City-owned facilities and spaces and recommends to the City of Hamilton policies, procedures, standards and guidelines.

## **Composition:**

The Advisory Committee for Persons with Disabilities shall be comprised of up to 18 citizen members and two Members of Council.

The ACPD shall be comprised of membership in accordance with the Accessibility for Ontarians with Disabilities Act (AODA), 2005, including that the majority of the members shall be persons with disabilities.

The membership should reflect a wide range of disabilities and and represent the interests of all persons with disabilities.

Membership should fully represent the community arising from an equity, diversity, and inclusive lens.

## **Terms of Reference:**

1. In accordance with the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), Ontario Human Rights Code (OHRC), and all applicable legislation, regulations, standards, policies and guidelines:
  - (i) Advise Council and staff on barriers affecting full participation of persons with disabilities in the City.
  - (ii) Advise Council and staff, annually about the preparation, implementation, and effectiveness of its accessibility plan required pursuant to the AODA.
  - (iv) Ensure that the right of access for persons with disabilities to programs and services provided by the City is sustained, maintained, and/or improved.
  - (v) Review and comment to Council and other levels of government on pertinent reports, proposed legislation and studies which affect all persons with disabilities, where appropriate.
  - (vi) Provide a forum where persons with disabilities and service representatives can express their concerns, identify barriers, share information and recommend improvements to the existing level of City services, goods, facilities and spaces, for persons with disabilities, while taking into consideration a wide spectrum of disabilities in discussions and decision making.
  - (vii) Educate and increase awareness to City Council and staff on issues which affect people with disabilities.

- (viii) Regularly review the progress and measure the success of the committee and its activities.
2. The Chair and Vice-Chair of the Advisory Committee for Persons with Disabilities may serve for more than one year in a Council term.
  3. Members are expected to attend all meetings. If a member misses more than three consecutive (3) meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member.
  4. Members are to adhere to the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards.

### **Working Groups:**

The ACPD shall consider establishing, at the outset of each four-year term, Working Groups tasked with the conduct of much of the work of the ACPD.

The ACPD may establish, from time to time any Working Group tasked to complete specific business on behalf of the ACPD and may be established for a time limited period.

Every member of the ACPD is expected to be a member of no less than one (1) Working Group and encouraged to limit membership to no more than three (3) Working Groups.

Members are strongly encouraged to fully participate and contribute to discussion and debate at the full ACPD and its Working Groups.

**Westdale Village Business Improvement Area  
Budget 2023**

**Revenue:**

\$128,125 – 2023 Tax Levy

**Expenses:**

*Staffing*

\$43,000

*Special Events*

\$34,000

*Marketing*

\$31,125

*Office Expenses*

\$1,000

*Beautification*

\$15,000

*Casual Labour*

\$2,000

*Contingency*

\$2,000



2023

# Waterdown BIA Annual Budget

REVENUES

EXEPNSES

	2022 BUDGET	2022 Proj. ACTUALS	2023 BUDGET	2022-2023 Budget \$ CHANGE	2022-2023 Budget % CHANGE
Tax Levy, City of Hamilton	260,000	260,000	270,000	10,000	3.85
Supplementary Taxes	-	-	-	-	-
Property Tax Adjustments	(15,500)	(1,6,885)	(5,000)	(10,500)	(67.74)
Vendor Fees	15,000	16,000	15,000	0	0
Grants	6,500	6,600	6,500	0	0
Event Revenues (Sponsorships	6,000	12,250	10,500	4,500	75.00
Transfer from Surplus	42,100	28,885	39,535	(2,565)	(6.09)
Other (ticket sales, donations, etc.)	1,000	200	200	(800)	(80.00)
Marketing Reserve Contribution	10,000	20,000	10,000	0	0
HST Refund	15,000	15,990	16,000	1,000	6.67
<b>TOTAL REVENUE</b>	<b>340,100</b>	<b>343,040</b>	<b>362,735</b>	<b>22,635</b>	<b>6.66</b>
Admin & Operations	155,365	145,060	169,800	14,435	9.29
Beautification	81,500	79,800	84,500	3000	3.68
Farmers' Market	28,980	28,150	25,535	(3,445)	(11.89)
Events & Prmotions	22,500	27,030	28,750	6,250	27.78
Marketing & Advertising	30,750	37,000	33,350	2,600	8.46
Member Engagement	2,500	1,500	2,000	(500)	(20)
HST Paid	15,000	15,000	15,000	0	0
Non-refundable	3,500	3,500	3,800	300	8.57
Additions (Capitalized)	0	6,000	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>340,095</b>	<b>343,040</b>	<b>362,735</b>	<b>22,640</b>	<b>6.66</b>

**BIA BUDGET 2023**

Income
--------

	BIA Levies	City Hall	OSFM	Sew Hungry	Total
BIA Levies	133,000				133,000
Market Rent			3375		3375
Parking Rev		16,000			16,000
CIP		13,500			13,500
Decorative Light Grant		1000			1000
Sew Hungry				21,000	21,000
<b>Total</b>	<b>133,000</b>	<b>30,500</b>	<b>3375</b>	<b>21,000</b>	<b>187,875</b>

Expenses
----------

	Bia Levies	City Hall	OSFM	Sew Hungry	Total
Insurance	2100				2100
Office Facilities	27,350		3375		30,725
Contract (Employees)	39,000				39,000
Occasional Employees					
Administration Expenses	4250				4250
Beautification	18,900	14,500			33,400
Advertising	23,500	16,000			39,500
Events / Operational	15,700				15,700
Sew Hungry	2200			21,000	23,200
<b>Total</b>	<b>133,000</b>	<b>30,500</b>	<b>3375</b>	<b>21,000</b>	<b>187,875</b>

**Admin Services Include:**

Meeting Expenses \$500  
OBIAA Membership & Conference \$350  
Chamber Awards of Excellence \$0  
Book Keeping \$3000  
Audit \$400  
**Total \$4250**

**Office Facilities Include:**

Washroom/Office Supplies \$ 2400  
Utilities \$2000  
Rent \$20,400  
Cleaning Services & Supplies \$1000  
Phone/Internet \$1550  
**Total \$27,350**



---

hamiltoninternationalvillage.ca

## 2023 Proposed Budget (Detailed Breakdown)

### **BIA Administration: \$148,300**

- Wages (\$130,000)
- Source Deductions/WSIB/Benefits (\$13,500)
- Bank Charges and Book-keeper (\$4,800)

### **Office Expenses: \$32,800**

- Rent (\$18,000)
- Supplies (\$3,000)
- Repairs/Equipment/Telephone/Website (\$5,400)
- Insurance (\$4,400)
- Meeting Expenses (\$2,000)

### **Promotions/Marketing (\$40,500)**

### **Beautification & Maintenance (\$3,800)**

### **Member Events & Contact (\$8,000)**

### **Contingency (\$5,000)**

### **Revenue:**

### **2023 BIA Levy: \$197,700**

Parking Revenue: \$13,400 (Based on 2022)

CIP Operating Funds: \$7,300 (Based on 2022)

Contribution from BIA Reserve Fund: \$20,000

Total Budget: \$238,400

---

195 Main St, East, Suite 100 Hamilton, ON L8N 1H2

info@hamiltoninternationalvillage.ca • (905) 522-1778

f @internationalvillage.bia    t @HamIntlVillage    i @internationalvillagebia

**CONCESSION STREET  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2023 OPERATING BUDGET**

<b>Revenue</b>	
BIA Levy	<b>\$130,000</b>
<b><i>Contingency Funds</i></b>	
HST Refund	\$9,902
Carryover 2020 Bank Balance	\$107,642
<b>Total Revenues</b>	<b>\$247,544</b>
<b>Expenses</b>	
<b><u>Operations</u></b>	
Admin Support	\$1,200
Website/Tech/Cell Phone	\$2,200
Rent	\$8,000
Insurance (Director Liability)	\$5,100
Auditor	\$450
Utilities (Hydro)	\$1,200
Book Keeper	\$4,000
<b><i>SUBTOTAL</i></b>	<b>\$22,150</b>
<b><u>Payroll</u></b>	<b>\$52,000</b>
CPP + EI	\$7,800
<b><i>SUBTOTAL</i></b>	<b>\$59,800</b>
<b><u>Marketing</u></b>	
Advertising/Promotion	\$25,000
Sidewalk Sounds	\$8,500
Streetfest	\$15,000
Fallfest	\$500
<b><i>SUBTOTAL</i></b>	<b>\$49,000</b>
<b><u>Beautification</u></b>	
City Flower Contract	\$6,500
Banners	\$5,000
On-Street Patio/Overflow Parking for Patio Season	\$5,000
Winter Inserts	\$2,000
<b><i>SUBTOTAL</i></b>	<b>\$18,500</b>
<b><i>TOTAL LEVY ALLOCATION</i></b>	<b>\$130,000</b>
<b><i>Contingency (from non-BIA Revenue)</i></b>	<b>\$107,642</b>
HST REFUND	\$9,902
<b>Total Expenses</b>	<b>\$247,544</b>

2023 Ancaster Village BIA Budget

**Ancaster BIA 2023 Budget**

BIA Contingency	\$ 5,000
AdminServices	\$ 42,500
Aesthetics	\$ 13,000
Marketing	\$ 36,450
Events	<u>\$ 20,000</u>
<b>Totals</b>	<b><u>\$ 116,950</u></b>
Cash Drawdown from BIA Account	<u>(\$6,950.00)</u>
<b>BIA Levies TOTAL</b>	<b><u><u>\$110,000</u></u></b>

**Appendix "I" to Item 11 of GIC Report 23-004**  
**Page 1 of 1**

**2023 Stoney Creek Budget**

**2023 proposed**

**Revenue**

Opening Bank Balance	10,040	
BIA Tax Levy	54,000	
HST Refund	10,400	
A/R	0	
		<u>74,440</u>

**Expenditures**

**Streetscape**

Banner Installation	0	
Planters	5,250	
Christmas Wreath Installation	<u>5,300</u>	
		10,550

**Promotion**

Web Page Hosting	500	
Santa Claus Parade	<u>500</u>	
		1000

**Administration**

Executive Director	\$25,630	
Student (Less Grant)	500	
Meeting Expense	400	
Office Supplies	350	
Liability Insurance	2,200	
OBIAA Membership	250	
Bank Charges	60	
Audit Fees and Accounting	<u>2,500</u>	
		31,890

**Events**

Strawberry Fest	9,000	
PumpkinFest	9,000	
Stoney Creek Sparkles	3,000	
Jazz in the Creek	5,000	
Market	9,000	
Kringlein the Creek	3,000	
AppleFest	3,000	
Revenue -Vendors, sponsors	-9,000	
- City Enrichment Fund	<u>-3,000</u>	
		<u>\$29,000</u>

**Total Expenditures**

**\$72,440**

**Other Revenue**

Operating Grant	8,200	
Christmas Grant	1,300	
Assoc Memberships	0	
		<u>\$9,500</u>

**Net Expenditures**

Reserve Fund \$11,500

## Climate Change Advisory Committee Terms of Reference

*Established by Council on (date)*

### Purpose

To provide advice to Council and City Staff on the prioritization, implementation and monitoring of Hamilton’s Climate Action Strategy, through an equitable and inclusive manner and a climate justice lens, that responds to the perspectives and needs of all, while transitioning to a prosperous, healthy and vibrant net-zero greenhouse gas community that is a national leader in climate adaptation.

### Scope

The Climate Change Advisory Committee will achieve its purpose by completing the following in scope objectives:

- Provide recommendations on prioritization and implementation of actions in Hamilton’s Climate Action Strategy;
- Advise on developing a ‘City and Community Climate Change Report Card’ that tracks meaningful targets, indicators and timelines for monitoring that is transparent and easily accessible;
- Identify, support and enhance existing climate positive actions across the community, within the municipal government, and at other levels of government to accelerate meaningful climate action, in a manner that supports existing efforts of other organizations and avoids duplication of efforts;
- Work together to better understand the diverse perspectives across Hamilton’s community to better provide advice and recommendations to Council and to City staff to ensure no one is left behind;
- Support and advise on protecting biodiversity through the integration of western science combined with Traditional Ecological Knowledge and other sources of lived experiences with Mother Earth; and
- Provide advice to City staff and Council on other matters related to climate change and actions to address climate change, as may be identified from time-to-time by Council or City staff.

### Authority

The Climate Change Advisory Committee forwards recommendations for approval to the General Issues Committee and when directed by Council provides input and advice on topics that are in scope of the Climate Change Advisory Committee’s objectives as outlined above.



## Membership

The Climate Change Advisory Committee will be comprised of 15 to 20 voting and non-voting members representing both professional and personal lived experience with climate or social issues, striving for a balance of representation from the sectors that represent the major sources of greenhouse gas (GHG) emissions and those working within the fields of climate change, and other applicable fields (i.e. energy, planning, engineering, sustainability, agriculture, natural environment etc.), as follows:

### Voting Members:

- One to two (1-2) members from the academic community focusing on pragmatic research and innovation on climate change action;
- **One (1) member that is a regulated health professional;**
- One to two (1-2) members from the agricultural/food sector with knowledge and experience in local food production and/or distribution;
- Two to three (2-3) community/citizen members with either education or personal, lived experience with climate and/or social issues;
- Two (2) members that represent Indigenous Peoples; - OR - Two (2) members that represent local Indigenous organizations and communities.
- Three to four (3-4) Industry/Business members that represent the industrial, buildings and transportation sectors. An additional attribute would include members that can mobilize and/or communicate with industry and businesses across Hamilton;
- Three to four (3-4) Non-Government members that can equally represent the environment and social issues related to climate change. An additional attribute would include members that can mobilize and/or communicate with other organizations or community groups across Hamilton; and
- One to two (1-2) Youth members with either experience, passion or personal lived experience in climate change issues who are 30 years of age or younger at the start of the term of this committee.

### Non-Voting members:

- Two (2) City Councillors with one representing an urban ward and one representing a rural ward; and
- Additional Resource Members as decided by the Climate Change Advisory Committee to help provide expert advice and collaboration with organizations across Hamilton.

Membership will include the following Equity, Diversity, and Inclusion objectives as outlined in the Government of Canada’s 50-30 Diversity Challenge:

- 50% gender diversity; and
- 30% representation from equity-deserving groups such as:
  - Indigenous Peoples (2 seats reserved)
  - Black and/or racialized Community Members;
  - Recent Immigrants;

- People with Disabilities; or
- 2SLGBTQ+.<sup>1</sup>

## **Roles & Responsibilities**

Members of the Climate Change Advisory Committee shall endeavor to work collectively to achieve the purpose and objectives of this committee. Members shall make themselves familiar with the committee’s Terms of Reference.

General expectation for the members includes the following:

- Act as advisors to the City on effective implementation of Hamilton’s Climate Action Strategy, specifically on community-wide greenhouse gas (GHG) emission reductions and climate resiliency with a focus on equity;
- Review data and information presented from City Staff and other sources of trusted climate change information to make informed decisions and recommendations;
- Make a commitment to attend meetings and actively participate in respectful discussion with diverse perspective while being accountable to other members and to the broader community;
- Identify emerging issues and other important information in order to share, lead and mobilize their respective communities and sectors to accelerate climate action to reduce GHG emissions, and build climate resiliency through a climate justice lens; and
- Submit an annual progress report on the Committee’s activities each calendar year to the General Issues Committee and consider various options to keep Council up to date on the Committee’s activities

## **Chair/Co-Chair**

The Climate Change Advisory Committee meetings will be chaired by two Co-Chairs, to be appointed at the beginning of each term by this Committee.

## **Term of Membership**

The Climate Change Advisory Committee members are appointed for four (4) years coinciding with the term of Council or until such time as a successor is appointed by Council.

Members of the Climate Change Advisory Committee are to adhere to the City of Hamilton Procedural By-law and the Advisory Committee Procedural Handbook.

---

<sup>1</sup>Government of Canada. (2022). The 50 – 30 Challenge: Your Diversity Advantage. Retrieved from: <https://ised-isde.canada.ca/site/ised/en/50-30-challenge-your-diversity-advantage>

## Staff Resources

Staff Liaison(s) will be assigned from the Climate Change Office, Planning and Economic Development Department to support the ongoing functions of the Climate Change Advisory Committee. Given the complexity of climate change, additional staff resources may be required to help to support and provide advice to this committee.

## Meeting and Time Commitments

The Climate Change Advisory Committee shall meet a minimum of every three months, or approximately four times a year. The meetings will be scheduled and based on the availability of the majority of committee members, while working together to identify and reduce any barriers for each member. An annual meeting schedule will be presented for committee approval at the first meeting of the year.

From time to time, members of the Climate Change Advisory Committee may also be asked to participate in smaller working groups to complete necessary tasks.

When the Climate Change Advisory Committee holds a ‘meeting’ as that term is defined in the *Municipal Act, 2001*/the City’s Procedure By-law, the local board must comply with the open meeting provisions of the *Municipal Act, 2001* and the City’s Procedure By-law as applicable.

## Supports

In order to reduce barriers for participation support will be made to all members where there is an identified barrier. This could include compensation for care of children or other dependents during meetings, transportation costs reimbursements, translation services, accessibility support, as well as cultural and other support that may be identified.

## Reporting

The Climate Change Advisory Committee will report to Council, through the General Issues Committee.

## Review

The Terms of Reference are to be reviewed annually, any revisions for approval are to be presented to the General Issues Committee, through a Citizen Committee Report.

Revisions approved by Council (date(s)):