



## **EMERGENCY & COMMUNITY SERVICES COMMITTEE REPORT 13-007**

1:30 p.m.

Monday, September 9, 2013

Council Chambers

Hamilton City Hall

71 Main Street West

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**Present:** Councillor T. Whitehead, Chair  
Councillor J. Farr, Vice-Chair  
Councillors S. Duvall, T. Jackson, J. Partridge, B. McHattie and  
S. Merulla

**Absent with  
Regrets:** Councillor B. Morelli, personal

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### **THE EMERGENCY AND COMMUNITY SERVICES COMMITTEE PRESENTS REPORT 13-007 AND RESPECTFULLY RECOMMENDS:**

**1. Capital Projects' Status Report as of June 30th, 2013 (CS13036) (City Wide) (Item 5.2)**

That Report CS13036 respecting Capital Projects' Status Report as of June 30th, 2013 be received.

**2. Donating Used Ambulance to a Not-for-profit Organization (CS13038) (City Wide) (Item 5.3)**

That a donation from Hamilton Paramedic Services of a used ambulance with an appraised market value of \$4,000 in "as is condition", to St. John Ambulance, a not-for-profit agency, be approved.

**3. Hamilton Ice User Rates & Allocation Principles (CS13040) (City Wide) (Item 8.1)**

That the recommended amendments to the "*Ice Allocation Principles*" policy attached as Appendix A to Report 13-007, be approved.

4. **Request for Proposals C5-15-13, New Rental Housing Component of the Investment in Affordable Housing (IAH) Program (CS13042) (Ward 4) (Item 8.2)**
- (a) That the Minister of Municipal Affairs and Housing be advised that the City of Hamilton recommends that Homestead Christian Care, 1430 Main Street East, Hamilton be approved for funding of \$5,400,000 under the Investment in Affordable Housing Ontario – New Rental Housing Component;
  - (b) That financial assistance for Homestead Christian Care, 1430 Main Street East, Hamilton in the form of a forgivable loan through the Hamilton Affordable Housing Partnership Initiative Fund (HAHPHF) in the amount of \$346,632 be approved; and,
  - (c) That the Minister of Municipal Affairs and Housing be advised that the City of Hamilton recommends that Good Shepherd Non-Profit Homes Inc., 120 Cannon Street East, Hamilton be approved for funding up to \$5,250,000 should additional funds become available from the Investment in Affordable Housing Ontario program.

**FOR THE INFORMATION OF COUNCIL:**

**(a) CHANGES TO THE AGENDA (Item 1)**

The Committee Clerk advised there were no changes to the agenda.

The agenda was approved as presented.

**(b) DECLARATIONS OF INTEREST (Item 2)**

There were none declared.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)**

The Minutes of the July 10, 2013 meeting were approved as presented.

**(d) MOTIONS (Item 9)**

**(i) Living Wage - Part-time/Contract Employees (Item 9.1)**

Whereas, Hamilton City Council has moved to support the principle of a Hamilton Living Wage at a rate of \$14.95 per hour and;

Whereas, all full-time City of Hamilton staff make a Hamilton Living Wage, and;

Whereas, there needs to be additional work by staff to determine the status of part-time City workers, and contractors to the City, in order to ascertain the gap between their pay and a Hamilton Living Wage; and;

Whereas, as an example, the City of Hamilton hire contractors to clean City Councillor's offices who do not make a Hamilton Living Wage;

Therefore be it resolved:

- (a) That staff prepare an information report outlining the wage status of part-time staff as compared to the Hamilton Living Wage and;
- (b) That staff prepare an information report in partnership with the Corporate Services Department to identify through the City's Purchasing Policy how the procurement of goods and services might support Council's objective of promoting social and economic well-being of the community, including how the City's Purchasing Policy can influence wages paid to contractors, as a first step to identifying strategies to encourage local businesses to pay a living wage to their employees.

**(e) GENERAL INFORMATION (Item 11)**

**(i) Outstanding Business List**

- (1) The due dates of the following outstanding business list items were amended as indicated:

Item "B" – Follow-up report re: HHS ABC Program pre and post conditions after one year.

Due dated: October 8, 2013

Proposed New Due Date: November 25, 2013

Item "D" – Neighbourhood Down Payment Assistance Program.

Due dated: September 9, 2013

Proposed New Due Date: December 9, 2013

Item "H" – Update the Fee Waiver Policy.

Due dated: October 8, 2013

Proposed New Due Date: December 9, 2013

Item "I" – Financial Implications of Senior of the Year Awards Ceremony.

Due dated: October 8, 2013

Proposed New Due Date: November 25, 2013

Item "K" - Funding Status of the Housing Stability Benefits.

Due dated: September 9, 2013

Proposed New Due Date: October 8, 2013

Item "O" – Consultation and report back re: Beasley Community Centres Operating Agreement.

Due dated: September 9, 2013

Proposed New Due Date: October 8, 2013

**(f) ADJOURNMENT**

There being no further business, the Emergency & Community Services Committee meeting adjourned at 2:04 p.m.

Respectfully submitted,

Councillor T. Whitehead, Chair  
Emergency & Community Services Committee

Ida Bedioui  
Legislative Co-ordinator  
Office of the City Clerk

**CITY OF HAMILTON  
RECREATION DIVISION  
ICE ALLOCATION PRINCIPLES**

**Affiliated Programs:**

Affiliated programs are those programs offered by organizations that are formally affiliated with the City of Hamilton as per the City's "*Affiliation Policy for Hamilton Minor Sports Organizations*" and that offer residents programs for youth (18 years of age and under).

Affiliated programs are given top priority for ice allocation.

**Affiliated Programs include but not limited to:**

- Minor Hockey Programs within the City of Hamilton (affiliated with Hockey Canada)
- Girls Hockey Programs within the City of Hamilton (affiliated with Hockey Canada)
- Figure Skating Programs within the City of Hamilton (affiliated with Skate Canada)
- Ringette Programs within the City of Hamilton (affiliated with Ringette Canada)
- Various Community Ice Programs within the City of Hamilton (i.e. Ancaster Skating Club, Inch Park Skating Club, Optimist Club of Carlisle, etc.)
- Sledge Hockey Programs within the City of Hamilton (affiliated with Hockey Canada)
- Speed Skating Programs within the City of Hamilton (affiliated with Speed Skating Canada)
- Junior Hockey teams within the City of Hamilton that meet Council approved residency requirements for affiliated ice rates (affiliated with Ontario Hockey Association (OHA))

**Guiding Principles for Public Programming:**

The City of Hamilton is committed to providing 'prime-time' public programming in municipal arenas. Standard will be:

- Weekdays - one skate every day of the week - at different locations and at different times
- Weekends - every facility has one session

All facilities offer daytime public programming to include:

- Family skates, pre-school skates, senior skates, adult and youth shinny, and additional holiday programming during Christmas and March Break, Family Day and various P.A. days.

When 'prime-time' ice slots become available, the City of Hamilton will evaluate the need to use these hours for public programming versus need from affiliated ice user programs.

### Rates

- Only Affiliated organizations are provided with subsidized rates. Exception provided for:
  - Non-affiliated groups or organizations that run programs deemed to be in the public\ community interest (e.g. promote barrier free access - Skate the Dream). Director of Recreation will make a determination on a case-by-case basis.
- Non-affiliated renters and adult organizations pay full rate.
  - Non-affiliated groups include but are not limited to adult renters, birthday party rentals, single ice rentals, family ice rentals, private school ice rentals, non-resident rentals.
- Affiliated organizations hosting a tournament or special event (e.g. hockey tournament, figure skating carnival, on-ice festival, etc.) will pay the "Tournament" rate.
- Only those individuals designated by an affiliated organization (no more than 2 per organization) can book ice time at the subsidized rate for that organization.
- The subsidized ice rate offered to affiliated ice users will be extended beyond the Plan G block allocation purchase to include incidental purchases of additional ice within the Plan G period, and during the months of April, May, from opening date of the first seasonal arena (approximately mid-August), and September.
- The Summer subsidized rate will be charged to affiliated ice users in the months of June, July, and from August 1 to opening date of the first seasonal arena (approximately mid-August).
- Any group, affiliated or non-affiliated, is eligible for "last minute ice" rate (rate charged for booking on 48 hours or less notice. Equals prime time subsidized rate).

### **Hours Reserved for Affiliated Users (standard)**

- Weekdays 5 p.m. – 11 p.m.
- Weekends 7 a.m. – 10 p.m.
  
- Current Junior & Senior Hockey Programs are eligible for affiliated hours.
- When hours reserved for affiliated users are not being used, they may be booked by non-affiliated or adult groups.
- The hours of 4 p.m. to 6 p.m. hours are dedicated as Board of Education hours.

### **Ice Allocation and Distribution**

On an annual basis, the City of Hamilton Recreation Division will review the initial Plan G ice matrix for the upcoming season, cross reference requests with the final Plan G after the ice returns are completed on September 20. Staff will also cross-reference membership numbers with Plan G ice requests as part of the approved affiliation process.

The Recreation Division will only allocate ice in blocks. It is up to ice user organizations to allocate specific hours to meet their program needs.

All ice users having received a block allocation in the previous season are given first right of refusal for that same block for the next season provided that the City can accommodate "Scheduling Priorities" as indicated below.

Ice purchases will be for a minimum of one-hour periods (50 minutes of ice time, 10 minutes for flood).

Returns of Plan G ice allocations (October 1 – March 31) are not permitted after the September 20 deadline (OHA Junior teams excepted, can cancel ice after February 15 as long as in compliance with cancelation policy).

Prior to the September 20 deadline Plan G ice (pending opening and closing dates) can only be returned in blocks for the full season or on the selected holiday and special dates listed below.

### **Holiday and Special Dates**

- Thanksgiving Sunday
- Thanksgiving Monday
- Halloween
- Christmas Period – December 24 through January 1
- Family Day

- March Break (Saturday – Sunday)
- Good Friday (when falling in the month of March)
- Easter Sunday (when falling in the month of March)
- Easter Monday (when falling in the month of March)

### **Scheduling Priorities**

Unscheduled ice time will be allocated utilizing the following priority groups:

1. City of Hamilton Recreation Ice Programs including but not limited to: Public Skating, Senior Skates, Senior Shinny, Family Skates, Parent & Tot, Adult Shinny, Adult Skates, Parent & Tot Mini Skills, etc.
2. Returning Tournaments & Special Events (primarily hosted by Affiliated Ice Users)
3. Affiliated Ice Users standard allocation
4. Hamilton Wentworth District School Board & Hamilton Wentworth Catholic District School Board
5. Returning adult user groups
6. New requests for affiliated ice users
7. New requests for Tournaments / Special events
8. New requests for Adult / commercial ice users
9. New requests from occasional users

### **Scheduling Time Definitions**

Prime-Time Hours:

- Weekdays from 5:00p.m. – 11:00p.m.
- Weekends from 7:00a.m. – 10:00p.m.

Non Prime-Time Hours:

- Weekdays from facility opening time until 5:00p.m. and from 11p.m. until midnight
- Weekends from 6:00a.m. until 7:00a.m. and 10:00p.m. until midnight.

### **Plan G Season Timeframes (Oct 1 to March 31)**

Season is based on a 26 week program (Recreation Division budget and work force availability is based on 26 weeks). This takes into account season interruptions/holidays. Traditionally the season has commenced after Thanksgiving but with season interruptions and holidays taken into account, the season may commence Oct 1.

The process for allocating shoulder season ice differs from the Plan G allocation process and handled on a case-by-case basis by the Recreation Division.



Tournaments are considered outside the season timeframes as they are not considered part of the program for many groups and act as fundraisers.

### **Season Definitions**

The City of Hamilton defines the ice seasons as follows:

- Plan G ice season – October 1 to March 31
- Shoulder season – the months of April, May, from opening date of first seasonal arena (approximately mid-August) to August 31, and September
- Summer season - June, July, and from August 1 up to opening date of first seasonal arena (approximately mid-August)

### **Residency and Out of Town Residents**

Under the terms of the Affiliation Agreement, all affiliated organizations must have 95% Hamilton residents (as per City of Hamilton's "*Affiliation Policy for Hamilton Minor Sports Organizations*").

Registration for out of town residents should only occur after the last resident registration has taken place. Registration is limited to available openings only.

### **Monitoring of Ice**

Facility staff identifies vacant ice.

### **Responsibility of Allocation**

Ice allocation remains the responsibility of the Recreation Division.

### **Tournaments and Special Events**

The City of Hamilton supports special programs like tournaments and special events. These programs provide revenue generation to both the organizers and the City of Hamilton as well as the economic spin-off to the community at large. Generally, tournaments and special events are competitions and shows hosted by recognized City of Hamilton Affiliated Groups.

### **Facility Closures**

The City of Hamilton facilities are closed on the following dates:

- Thanksgiving Monday
- Christmas Eve – December 24 – after 3:00p.m.p.m.
- Christmas Day – December 25
- Boxing Day – December 26<sup>th</sup>

- New Year's Eve – December 31 – after 3:00p.m.p.m.
- New Year's Day – January 1
- Family Day
- Good Friday
- Easter Sunday
- Easter Monday

\*Exceptions may be made for Public Programming, Tournaments/Special Events, OHA Junior Hockey Games, Councilor Skates, etc. All inquiries regarding programming will have to be approved by Arena Supervisors.