



EMERGENCY & COMMUNITY SERVICES COMMITTEE REPORT 11-007

1:30 p.m.

Wednesday, May 4, 2011

Hamilton City Hall

Council Chambers

71 Main Street West

Hamilton, Ontario

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

**Absent with
regrets** Councillor J. Farr, vacation

Also Present: A. Bradford, Director, Culture Division
B. Browett, Director/Deputy, B. Lucas, EMS
I. Bedioui, Legislative Assistant, City Clerk's Office

THE EMERGENCY & COMMUNITY SERVICES COMMITTEE PRESENTS REPORT 11-007 AND RESPECTFULLY RECOMMENDS:

1. Grandparents' and Grandchildren's Rights – Bill 22 (Item 6.1).

That the Mayor send a letter to Premier Dalton McGuinty, with a copy to the Attorney General of Ontario, advising that the City of Hamilton endorses the principles of Bill 22, the Children's Law Reform Amendment Act, 2010.

2. Code Zero – EMS Monthly Report - January 1, 2011 to March 31, 2011 (HES11007) (City Wide) (Item 8.1)

That Report HES11007 respecting Code Zero – EMS Monthly Report – January 1, 2011 to March 31, 2011 be received.

3. Procedure for Procurement of Supplies (HES11006) (City Wide) (Item 8.2))

- (a) That Medbuy Corporation be approved as a Group Purchasing Organization (GPO) partner for pharmaceuticals, medical supplies and equipment for the City of Hamilton for a period of four (4) years;
- (b) That the City of Hamilton participate in the Medbuy CapSource Program for long-term capital purchases of medical supplies and equipment;
- (c) That the General Manager of the department, or his/her designate, be authorized to bind the municipality to a procurement process, the result of which would be a contract for which Medbuy Corporation would be the agent of the City;
- (d) That the Mayor and City Clerk be authorized to sign the Medbuy Corporation Associate Program Agreement attached as Appendix A to Report HES11006.

4. Hamilton Farmers' Market Transition Sub-Committee Report 11-002 (Added Item 8.3)

- (a) **To Approve Hamilton Farmers' Market Cafe Hours and Amend By-Law 10-209 to Regulate the Hamilton Farmers' Market (CS11056) (Ward 2)**
 - (i) That the days and hours for customers of the Hamilton Farmers' Market café shall be:
 - 1. Mondays and Wednesdays from 9:00 in the morning to 7:00 in the afternoon of the same day;
 - 2. Tuesdays and Thursdays from 6:00 in the morning to 7:00 in the afternoon of the same day;
 - 3. Fridays from 8:00 in the morning to 6:00 in the afternoon of the same day;
 - 4. Saturdays from 6:00 in the morning to 6:00 in the afternoon of the same day;
 - (ii) That the market hours for the Hamilton Farmers' Market Café stallholder shall be:
 - 1. Monday to Thursday from 4:00 in the morning to 9:00 in the afternoon of the same day;

2. Fridays from 4:00 in the morning to 8:00 pm in the afternoon of the same day;
3. Saturdays from 3:00 in the morning to 8:00 in the afternoon of the same day;
4. From 12:00 midnight on market days immediately preceding a statutory holiday to 8:00 or 9:00 (whichever is the closing hour for customers of the Hamilton Farmers' Market café) in the afternoon of the same day; and
5. During peak season, for such periods of time as are designated by the Market Supervisor.

(iii) That the necessary by-law be passed to reflect the resolution in Subsections (a) and (b), in a form satisfactory to the City Solicitor.

(b) Hamilton Farmers' Market - Seasonal Outdoor Market Program (CS11055)

- (i) That the Hamilton Farmers' Market 2011 Seasonal Outdoor Vendor Criteria and Application Process hereto attached as Appendix A, be approved;
- (ii) That the Hamilton Farmers' Market 2011 Seasonal Outdoor Vendor Application, hereto attached as Appendix B be approved;
- (iii) That the Hamilton Farmers' Market 2011 Seasonal Outdoor Stall Fees, of \$50.00 for a full stall of 10 foot frontage by 10 foot depth per Saturday and \$30 for a half stall of 5 foot frontage by 10 foot depth per Saturday and effective May 1, 2011, be approved;
- (iv) That the Hamilton Farmers' Market 2011 Seasonal Outdoor Stall Fees, of \$50.00 for a full stall of 10 foot frontage by 10 foot depth per Saturday and \$30 for a half stall of 5 foot frontage by 10 foot depth per Saturday be added to the 2012 User Fees and Charges By-law.

(c) Ensuring compliance with Market By-law with respect to each vendor carrying his/her own business licence (Ward 2)

That the Information report respecting Ensuring compliance with Market By-law with respect to each vendor carrying his/her own business licence be received.

(d) Hamilton Farmers' Market Relocation and Renovation Costs (CS11051)

That Report CS11051 respecting Hamilton Farmers' Market Relocation and Renovation Costs be received, as amended.

(e) Protocol for Enforcing Compliance with the Hamilton Farmers' Market By-law No. 10-209 and Stallholder Contracts (CS11052)

(i) That Report CS11052 respecting Protocol for Enforcing Compliance with the Hamilton Farmers' Market By-law No. 10-209 be received;

(ii) That staff be directed to prepare a protocol for enforcing compliance with the Hamilton Farmers' Market By-law and stall holder contracts.

(f) The Use of Power Jacks in the Hamilton Farmers' Market.

That the use of power jacks by market vendors on off market hours, from 4:00 a. m. to 7:30 a.m. be permitted, provided they are qualified operators.

5. Interview Sub-Committee Report 11-002 (Item 12.2)

(a) Citizen Appointments to the Hamilton Historical Board

(i) That the compliment for the Hamilton Historical Board be increased from 15 members to 16 members.

(ii) That the following applicants be appointed to the Hamilton Historical Board for the 2010-2014 term of Council or until such time as successors are appointed by Council:

- | | | |
|----------------------|-----------------------|------------------------|
| 1. Debbie Wooldridge | 6. Paul Jones | 11. Dr. Christine Lei |
| 2. James Elliott | 7. Carolyn McCann | 12. Robin McKee |
| 3. John Nixon | 8. Susanne Noordyk | 13. Robert D. Hamilton |
| 4. Rev. Kevin McLeod | 9. Robert Williamson | 14. Mary Anderson |
| 5. Mary-Frances Fox | 10. Patricia Saunders | |

6. Interview Sub-Committee Report 11-003 (Added Item 12.3)

(a) Citizen Appointments to the Tenant Advisory Committee

That the following applicants be appointed to the Tenant Advisory Committee for the 2010-2014 term of Council or until such time as successors are appointed by Council:

- | | |
|----------------------|-----------------|
| 1. Constance Bellamy | 4. Meaghan Ross |
| 2. John Hawker | 5. Larry Husak |
| 3. Andrew Cranbury | 6. Laura Ryan |

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised of the following added reports to the agenda:

Item 8.3 Hamilton Farmers' Market Transition Sub-Committee Report 11-002

Item 12.3 Private and Confidential Interview Sub-Committee Report 11-003 respecting citizen appointments to various committees.

The agenda for the May 4, 2011 Emergency & Community Services Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

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

The Minutes of the April 20, 2011 meeting were approved as presented.

(d) PUBLIC HEARINGS/DELEGATIONS

(i) Arthur Esdaile, respecting grandparents' and grandchildren's rights. (Approved April 20, 2011) (Item 6.1)

Arthur Esdaile, a volunteer representative for Grandparents & Grandchildren's Rights, addressed Committee.

His comments included but were not limited to the following:

- 100,000 grandparents and 75,000 grandchildren in Ontario that do not have access to each other;
- He provided examples where children ended up in foster care rather than with their grandparents due to the wishes of the parents;
- Currently, judges must rule in favour of the parents and not the grandparents, sometimes to the detriment of the children;
- Requested that the City support Bill 22 by sending a letter to Premier Dalton McGuinty with a copy to the Attorney General of Ontario and he requested that he also be copied on the letter;
- Kim Caitor, MPP from the Niagara Falls area introduced Private members Bill 22;
- Similar bills have been passed in British Columbia, Alberta and Quebec;
- So far, there have been endorsements from 10 major cities in Ontario.

Committee received Mr. Esdaile's delegation and moved that the City endorse the principles of Bill 22 by sending a letter to the appropriate government representatives.

(e) GENERAL INFORMATION/OTHER BUSINESS

Outstanding Business List (Item 11.1)

(i) Proposed New Due Dates:

The due dates of the following Outstanding Business List Items were changed as outlined below:

- (i) Item "B", City of Hamilton Events Strategy
Current Due Date: May 4, 2011
Proposed New Due Date: November 23, 2011
- (ii) Item "H", Public Art Master Plan – Annual Update
Current Due Date: May 4, 2011
Proposed New Due Date: May 18, 2011

(f) PRIVATE AND CONFIDENTIAL

The following Items were approved in Open Session:

- (i) Interview Sub-Committee Report 11-002 (Appointments to various Volunteer Committees) (Item 12.2)
- (ii) Interview Sub-Committee Report 11-003 (Appointments to various Volunteer Committees) (Added Item 12.3)

(g) ADJOURNMENT

There being no further business, the Emergency & Community Services Committee meeting adjourned at 2:07 p.m.

Respectfully submitted,

Councillor S. Merulla, Chair
Emergency & Community Services Committee

Ida Bedioui
Legislative Assistant
May 4, 2011



Hamilton

Re: **Hamilton Farmers' Market Seasonal Outdoor Vendor Criteria and Application Process**

The City of Hamilton is seeking vendors for the seasonal outdoor year. As a historic community gathering place, the Hamilton Farmers' Market offers locally grown and produced food and food products. It celebrates Hamilton's agricultural history and diversity by growing, nourishing, and inspiring our community.

The Hamilton Farmers' Market vision as approved by Council states: "Hamilton has a proud agricultural history and is a place where:

- Local food growers and producers prosper by finding local marketplaces for their products;
- Every resident has access to high quality, nutritious, locally grown food;
- Residents understand the value of strengthening the local economy by purchasing locally grown food; and,
- Relationships and opportunities are built between farmers, food producers, downtown merchants, consumers, and the Hamilton community.

Those vendors seeking a seasonal outdoor stall must complete and submit the following for each Saturday or each season for which they request to rent an outdoor stall:

- FORM A – Seasonal Outdoor Vendor Application Form
- FORM B – Product List and Grading Chart
- Other Supporting Documentation as outlined on the Application Form A

Submit applications in a sealed envelope addressed to Market Supervisor. Applications **MUST** be submitted to the Hamilton Farmers' Market office, Hamilton Farmers' Market, 35 York Blvd., Hamilton, ON L8R 3K7 up to and including **FOUR o'clock p.m. local time, the Friday BEFORE the Saturday date requested**. The Market Supervisor has discretion in regard to this deadline.

Verification of farming status along with all required certificates and licenses are due along with the application form.

Selection of stallholders will be determined at the discretion of the Hamilton Farmers' Market Supervisor, having regard to where the vendor and products rank on the priority list (see attached information sheet), quality of products, stall availability, past performance, timing of application submission, and any other factor the Hamilton Farmers' Market Supervisor considers in the best interests of the Market.

If any interested vendor has any questions regarding the information required, contact Bill Atanas at the Hamilton Farmers' Market office, or by email at Bill.Atanas@hamilton.ca or by phone at (905) 546-2424, ext. 2097.

Regards,

Hamilton Farmers' Market Supervisor



FOR INFORMATION ONLY

35 York Blvd, Hamilton, ON L8R 3K7
905-546-2096
Fax: 905-546-2829

Seasonal Outdoor Stall Fees 2011:

The outdoor stall fees:

- A full outdoor stall is 10 foot frontage by 10 feet deep and costs \$50 for each Saturday.
- A half outdoor stall is 5 foot frontage by 10 feet deep and costs \$30 for each Saturday.

Seasonal outdoor vendors may contract a stall for:

Season	Dates	# of Saturdays	Full Stall cost	Half Stall cost
Full outdoor season	May 21 – December 24	25	\$1250	\$750
Spring	May 21- June 25	Six (6)	\$300	\$180
Summer	July 2 – August 27	Nine (9)	\$450	\$270
Fall	September 3 - October 9	Four (4)	\$200	\$120
Winter	December 3 -24	Four (4)	\$200	\$120
Single Saturday	May 21 – December 24	On a space available basis	\$50	\$30

What type of vendor is the priority?

The Market supports a Grow It! Make It! Bake It! approach and will select vendors and their products in the following priority:

- First priority - Farmers
- Second Priority - Producers
- Third Priority - Resellers
- Fourth Priority - Artisans

As part of the application review process, the Hamilton Farmers' Market Supervisor may visit farms and businesses of vendors to ensure product is produced locally and / or naturally grown. Claims of "certified organic" or "MyPick.ca" must be backed up by documentation from an accredited certifier.

Other factors which will be considered in the selection of vendors are the quality of products, stall availability, past performance, timing of application submission, and any other factor the Hamilton Farmers' Market Supervisor considers in the best interests of the Market.

Payment

Full outdoor season or a specific season:

- Full payment or post dated cheques for each Saturday during the full outdoor season or specific season due on signing of contract.

Single Saturday:

- Full payment due on signing of contract.

Other requirements

All products being sold in the Hamilton Farmers' Market must comply with applicable Municipal, Provincial and Federal regulations regarding labeling, measures, health and safety. Compliance with these regulations is the responsibility of the vendor.

All vendors shall sell only high-quality, wholesome products at the Hamilton Farmers' Market. Live animals cannot be sold at the Market.

Information

Vendors must provide proof of a valid business licence.

Market Supervisor will assign all stalls.

Vendors cannot sub-lease a stall.

All stalls will be located on the sidewalk outside the glass wall of the Hamilton Farmers' Market and the Central Public Library on York Boulevard.

Vendors must face their stall towards the sidewalk, away from the street.

Vendors provide their own tables and the equipment must be safely anchored.

Vendors must be open the same hours as the indoor Hamilton Farmers' Market (Saturday's hours are 6:00 am to 6:00 pm) unless the vendor sells out of product, in which case the vendor may close early.

Space will be determined at the discretion of the Market Supervisor. Verification of farming status along with all required certificates and licenses are due with the application form.

Vendors who have a contract with the City of Hamilton for a stall in the Hamilton Farmers' Market will be ineligible to have an outdoor stall.



**FORM
A**

**2011 Seasonal
Outdoor Vendor
Application**

General Information

Farmer/Vendor Name		Business Name	
Address			
City		Prov.	Postal Code
Cell		Landline	
Email		Website	

Product Information - Please complete the following:

What type of Product do you sell?	Please circle all appropriate answers	Eggs	Meat	Flowers	Vegetables	Fruits
What type of vendor are you?	Please circle all appropriate answers	I am a grower	I am MyPick.ca certified	I am organic/ organic certified by Agriculture Canada	I create a product	

- | | |
|----------|---|
| 1 | Please complete the <i>Product List and Grading Chart</i> attached. Include all of your intended sales inventory. If selected this list will form part of your contract. |
| 2 | Please attach images of your product display. You may wish to include a floor plan of how your space will be set up. Please be specific. |

Space Requested Outdoors

I am a seasonal outdoor vendor requesting	Circle appropriate seasons	Full Outdoor Season (25 Sat)	Spring May 21- Jun 25 (6 Sat)	Summer Jul 2-Aug 27 (9 Sat)	Fall Sep 3-Oct 9 (6 Sat)	Winter Dec 3 - 24 (4 Sat)	Single Saturday Date:
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I/We hereby submit my/our application for a stallholder's space at the Hamilton Farmers' Market and hereby state that all the information is true, accurate and complete. I/We acknowledge that submission of this application does not guarantee that I/we will be assigned a stall. I/We agree that if my/our application is approved, I/we will be required to enter into a stallholder contract with the City of Hamilton before I/we are assigned a stall. I/We understand that in addition to a user fee, I/we will be responsible to pay applicable hydro fees separately.

All information contained in this application is subject to the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, and, as such, is public information and may be disclosed to third parties upon request. Further, documentation and information provided by me/us and any other factor bearing on the evaluation of this application may be disclosed to Council and accordingly may become part of the public record.

Applicant's Name Applicant's Signature Date

NOTE*: If applicant or any other related corporate or individual entity has had a contract with the City of Hamilton for space at the Hamilton Farmers' Market within the past 5 years, past performance will be considered in the evaluation of the application.

Staff comments:

Please submit this application along with all relevant valid forms & valid permits as listed below:

To complete this application you will need the following to be included and submitted with this form:

1. A Hamilton Farmers' Market Vendors Application Form
2. A City of Hamilton Business Licence
3. A Certificate of Insurance
4. A Food Premise Inspection Certificate as issued by Public Health Inspectors*
5. A Food Safety Certificate as issued by Hamilton Public Health Services*
6. Organic (by Ag Canada) or MyPick.ca (by Farmers' Markets Ontario) Certificate #
7. Farm Identification Number In addition a farm inspection visit may be scheduled
8. All Artisan Vendors must submit samples of their work
9. Attach description or images of your product

*** Farm Produce & Artisan Vendors exempt from Food Premise Inspections & Food Safety Certificates**

*** Please photocopy and include additional pages as required.**