Council – September 15, 2010

EMERGENCY & COMMUNITY SERVICES COMMITTEE
REPORT 10-011
1:30 p.m.
Wednesday, September 8, 2010
Hamilton City Hall
Council Chambers
71 Main Street West
Hamilton, Ontario

Present: Councillors R. Pasuta (Chair), B. McHattie (1st Vice Chair), S. Merulla (2nd Vice Chair), T. Jackson and B. Morelli

Absent with Regrets: Councillor S. Duvall – Illness
Councillor M. McCarthy – Personal

Also Present: Councillor B. Bratina
J. Priel, General Manager, Community Services Department
J. Kay, General Manager / Chief, Hamilton Emergency Services
D. Cunliffe, Director, Fire Operations/Deputy Chief
B. Browett, Director, Hamilton Emergency Services/Deputy Chief
P. Thorburn, Assistant Deputy Chief, Fire
K. Roche, Assistant Deputy Fire Chief
A. Bradford, Director, Culture
G. Hendry, Director, Social Housing & Homelessness
S. Paparella, Legislative Assistant, City Clerk’s Office

THE EMERGENCY & COMMUNITY SERVICES COMMITTEE PRESENTS REPORT 10-011 AND RESPECTFULLY RECOMMENDS:

1. Hockeyville - Dundas (CS10076) (Ward 13) (Item 5.1)

That Report CS10076 respecting Hockeyville in Dundas, be received.
2. **Expansion Needs of the East Kiwanis Boys and Girls Club (CS10073) (Ward 4) (Item 5.2)**

That Report CS10073, respecting the Expansion Needs of the East Kiwanis Boys and Girls Club, be received.

3. **Code Zero Report from January 1, 2010 to June 30, 2010 (HES10010(a)) (City Wide) (Item 5.11)**

That Report HES10010(a), respecting the Code Zero Report from January 1, 2010 to June 30, 2010, be received.

4. **Hamilton Farmers’ Market Transition Sub-committee Report 10-001 (Item 7.2)**

   (a) **Communication Plan**

   That the letter from the Chair (attached hereto as Appendix A to Report 10-011) informing the stallholders of when the new space will be ready for move-in and the recent decisions regarding the operation of the Market, be approved.

   (b) **By-law to Regulate the Hamilton Farmers’ Market (CS10079) (Ward 2)**

   That By-law No. 92-310, a By-law to Consolidate the Hamilton Farmers' Market By-law, be repealed and replaced with a By-law to Regulate the Hamilton Farmers’ Market (attached as Appendix A to Report CS10079).

   (c) **2011 Hamilton Farmers’ Market Stall Fees (CS10080) (Ward 2)**

      (i) That the Hamilton Farmers’ Market 2011 Stall Fees, of $24.00 per square foot/annum for standard frontage (from the current $22.08 square foot/annum) and $27.00 per square foot/annum for a premium frontage, be approved and effective January 1, 2011.

      (ii) That the Hamilton Farmers’ Market 2011 Stall Fees, of $24.00 per square foot/annum for standard frontage (from the current $22.08 square foot/annum) and $27.00 per square foot/annum for a premium frontage be added to the 2011 User Fees and Charges By-law.

   (d) **Mission-Vision-Principles**

   That the Mission, Vision and Principles statement of the Hamilton Farmers’ Market, as attached hereto as Appendix B to Report 10-011 be approved.
(e) **Criteria for Choosing Vendors**

That the Criteria for choosing vendors and application form, as attached hereto as Appendix C to Report 10-011, be approved.

5. **Hamilton Veteran’s Committee Report 10-002 (Ward 2) (Item 8.1)**

That the Hamilton Veteran’s Committee Report 10-002 be referred to Public Works Department, Traffic Operations staff for a report back to the Public Works Committee.

6. **Re-establishment of Sub-Committees that Report to the Emergency & Community Services Committee (CL10007(b)) (City Wide) (Item 8.2)**

   (a) That the Sub-Committees, as outlined in Appendix “D” attached to Report 10-011, be re-established, to report to Emergency & Community Services Committee for the 2010-2014 term of Council;

   (b) That the Sub-Committee, as outlined in Appendix “E” attached to Report 10-011, be disbanded as it has been inactive for approximately a three (3) year period;

   (c) That the required Council appointments for each Sub-Committee, in accordance with the composition as shown, be determined at the Nominating Committee meeting of the new Council;

   (d) That the terms for the citizen members be for the term of the 2010-2014 Council, or until such time as their respective mandates have been completed, or successors have been appointed by Council.

7. **Auchmar Tree and Vegetation Removals (CS10078) (Ward 8) (Item 8.3)**

   (a) That the Auchmar Estate, Tree Removal Report, prepared by Wendy Shearer, Landscape Architect, a Division of MHBC Planning, dated July 2010 (attached as Appendix A to Report CS10078), be received.

   (b) That the necessary removal of existing invasive native and non-native trees (attached as Appendices F and G to Report 10-011) at the Auchmar Estate, located at 88 Fennell Avenue West, Hamilton, be approved.
8. St. Mark’s Church - Future Use of the Property, 130 Bay St. South (CS10064(a)) (Ward 2) (Item 8.4)

(a) That the unfunded $8,918.72 spent to-date on the St. Mark’s Church project (cost of studies, administration, WIP #3620741701) be funded from Culture Division’s Works-In-Progress Capital Project 7100341101.

(b) That the $350,000 cost to stabilize St. Mark’s Church be borrowed ($165,000) from Culture Division Works-In-Progress Capital Project 7100341101 and $193,919 from the City’s Unallocated Capital Reserve #108020.

(c) That the $165,000 borrowed from Culture Division Works-In-Progress Capital Project 7100341101, to be used for the stabilization of St. Mark’s Church, be replaced through the Culture Division’s 2011 Capital Block Funding.

9. Dalewood Recreation Centre Renewal Feasibility Study (CS10075) (Ward 1) (Item 8.5)

(a) That the Dalewood Recreation Centre Renewal Feasibility Study, prepared by MHPM Project Leaders and Monteith Brown Planning Consultants (attached as Appendix A to Report CS10075), be received.

(b) That staff be directed to submit the Dalewood Recreation Centre Renewal project for consideration within the 10-year Capital budget program.

10. Standardization of Access Control System for Hamilton Emergency Services Facilities (HES10006) (City Wide) (Item 8.6)

That Keyscan’s System VII - Access Control System be approved as the City of Hamilton’s standard for all Hamilton Emergency Services’ facilities for a period of five (5) years (2010 through to 2015).

11. Occupational Health Exposure Program (HES10012) (City Wide) (Item 8.7)

That the contract with Care-A-Van Inc., the service provider of occupational health and exposure screening for Hamilton Emergency Services-Fire, be renewed for a five (5) year period, commencing November 30, 2010.
FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

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

(i) Added as item 4.1 – A delegation request, submitted by Shane Coleman, respecting a presentation about the new market, and the stall holder application points system.

(ii) Added as Item 4.2 – Susan Sheldrick, Forever Green, respecting Placement of Flower Standings in the New Hamilton Farmers Market Location

The delegation request, submitted by Susan Sheldrick, of Forever Green, which was added as Item 4.2 to the Changes to the Agenda, has since been withdrawn.

The agenda for the September 8, 2010 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)

3.1 June 16, 2010

The Minutes of the June 16, 2010 Emergency & Community Services Committee meeting were approved, as presented.

(d) DELEGATION REQUESTS (Item 4)

4.1 Shane Coleman and Lina Holstein, respecting a presentation about the new market, and the stall holder application points system.

The delegation request submitted by Shane Coleman and Lina Holstein, respecting a presentation about the new market, and the stall holder application points system, was approved.

Mr. Coleman’s comments included, but were not limited to, the following:

• The Hamilton Farmers’ Market Transition Sub-committee should have representation from the Hamilton Farmers’ Market stallholders.
• Since the removal of subsidized parking, the customer base of the market has dropped 20%.
• Vendors would like to look for other programs that may be set-up for a customer parking program.
• Currently there is no program for vendor truck parking – no monthly parking program available.
• “Farmers’ First” point system may not permit a large group of ethnic vendors to qualify for a stall at the Market.
• The market needs to represent the ethnic diversity of the community.

The presentation by Shane Coleman, respecting a presentation about the new market, and the stall holder application points system, was received.

Ms. Holstein’s comments included, but were not limited to, the following:

• There needs to be adequate parking for the Hamilton Farmers’ Market.
• Should be utilizing all four levels of the Parkade (York Blvd.) with one hour free parking for Farmers’ Market patrons.
• Patrons will not pay $5 to $20 to park while attending the Farmers’ Market.
• Hamilton has a great Farmers’ Market that is great for the downtown core.
• The Halfway House (95 York Blvd.) needs to be moved to an alternate location; away from the downtown core, and away from the family library and Farmers’ Market.
• There was a by-law enacted in the 1970’s that permitted only one (1) member of the market to cook on site. A market should be full of smells, colour and flavour.
• The by-law should be repealed, allowing more stallholders to cook at their stalls.
• Understand that there are issues with respect to safety and fire codes – asking for advice as to how the stallholders can work within the fire and safety codes to remedy the situation.
• Too much money goes into the Farmers’ Market Office. Not saying to let go of the Market Manager, but need to have someone with an agricultural and business background.
• Stallholders pay far too much for janitorial services.

The presentation by Lina Holstein, respecting issues at the Hamilton Farmers’ Market, was received.
(e) Advisory Committee Minutes (Item 5)

The following Advisory Committee Minutes were received:

(i) Seniors Advisory Committee Minutes, May 7, 2010 (Item 5.3)
(ii) Hamilton Veteran’s Committee Minutes, May 11, 2010 (Item 5.4)
(iii) Hamilton Veteran’s Committee Minute, June 8, 2010 (Item 5.5)
(iv) Hamilton Historical Board Minutes, June 8, 2010 (Item 5.6)
(v) Hamilton Youth Advisory Committee Minutes, April 20, 2010 (Item 5.7)
(vi) Hamilton Youth Advisory Committee Minutes, May 18, 2010 (Item 5.8)
(vii) Tenant Advisory Committee, April 9, 2010 (Item 5.9)
(viii) Hamilton Farmers’ Market Transition Sub-committee Minutes, June 22, 2010 (Item 5.10)

(f) Hamilton Veterans’ Advisory Committee – Annual Presentation (Item 7.1)

Gerry Rattray, Chair, Hamilton Veteran’s Committee, provided the annual presentation respecting the Hamilton Veteran’s Advisory Committee. Mr. Rattray’s comments included, but were not limited to, the following:

- The current membership includes:
  - The current President of the United Council of Veterans;
  - A Veteran elected at large by the United Council of Veterans;
  - Two current Presidents of a recognized Hamilton Veterans Club as recommended by the Presidents and Secretaries Association;
  - The past Chairman of the Hamilton Veterans Committee;
  - One war Veteran and one member (either a Veteran or a person from the Regular Forces) recommended by the Veterans holding the previously mentioned appointments;
  - Three City of Hamilton Councillors.

- Advise Council on Veterans’ matters that fall within Council’s jurisdiction.

- Liaise with the Veterans of the City of Hamilton on Veterans’ matters as they relate to municipal operations.

- Co-ordinate Remembrance and Memorial Services for the City of Hamilton.
• Provide input on projects and issues that are of concern to Veterans, i.e. Veteran parking, Monuments and Cenotaphs and Veterans Field of Honour.

• Remembrance Day and Memorial Services:
  o Provide direction and coordination for the Hamilton Remembrance Day Parade and Service, and two Decoration Day Memorial Services.
  o Communicate with all Hamilton Veterans groups: the Order of Service, Parade Orders, volunteer dignitaries, i.e. Saluting Officer, Clergy, etc.
  o Work with community citizens and local organizations as they assist in the coordination of Remembrance Day.

• Assistance to Other Veterans:
  o Provide assistance (logistical, financial, etc.) to individual club events, i.e. Dieppe War Memorial Service, Royal Canadian Legion Drum Head Service, British Imperial Veterans Decoration Day Service.
  o Liaise with United Council of Veterans and Presidents & Secretaries Association on any City-related Veterans issues.
  o Provide clearance for any use of Hamilton Cenotaph.

• Previous and Ongoing Projects:
  o Continue to support individual Veterans club events.
  o Representation on the Gore Park Master Plan committee for input and concerns related to Gore Park, the Cenotaph and Veterans Place at Gore Park.
  o Created the guidelines by which Veterans may be buried in the Field of Honour at Mount Hamilton, Woodland and Eastlawn Cemeteries.

• 2010 Initiatives:
  o In addition to annual Memorial Services, the Veterans Committee has:
  o Participated in monthly Canadian Citizenship ceremonies.
  o Lobbied to have Free Parking for all Hamilton Veterans.
  o Advised community groups on plans to honour local veterans – Private Mark Graham Memorial Olympic Park renaming.
  o Initiated the Commemorative naming of James Street North and South as Veterans Way of Remembrance.
  o Lobbied to allow Veterans immediate families to wear deceased Veterans medals at Remembrance Day Services.

• Future Goals:
  o To continue to work with all Veterans Clubs from across the City, in an effort to stand together as one collective voice representing all the Veterans of the City of Hamilton.
The Annual Presentation, provided by the Hamilton Veteran’s Committee, was received.

(g) Hamilton Farmers’ Market Transition Sub-committee (Item 7.2)

Anna Bradford, Director of Culture, provided a brief explanation respecting the new Hamilton Farmer’s Market By-law. Ms. Bradford’s comments included, but were not limited to, the following:

- Current visitors to the Hamilton Farmers’ Market represent a very stable, loyal following. These target markets is slightly older, more ethnically diverse, and primarily live near the Market and to the west of the City. However, this stable, loyal customer base is not large enough to sustain the Market’s operations into the future. Additional customers must be encouraged to visit.
- The current By-law is not reflective of desired business practices for operation in the renovated market facility.
- Best practice from other indoor Farmers’ Markets – review of By-laws, Contracts and Licence Agreements
- Benefit of changes to the By-law Will result in:
  - Clarity;
  - Alignment;
  - Eliminate overlapping;
  - By-laws;
  - Provide you with a clear understanding on the business structure of the Hamilton Farmers’ Market;
  - Outline the changes to the Hamilton Farmers’ Market By-law; and,
  - Provide detail information on fees and vendor selection.

- The Market is owned and operated by the City of Hamilton, as permitted under the Ontario Municipal Act.
- The City licenses space to for-profit businesses to operate stalls at the Hamilton Farmers’ Market.
- The Hamilton Farmers’ Market operates under Council approved By-laws (these are the rules).
- The for-profit businesses sign 12 month contracts (licenses) with the City for space, and agree to abide by all the by-laws.
- Each business is a licensee in the Hamilton Farmers’ Market.
What the by-law addresses:

- The duties of the Market Supervisor and authority of the Medical Officer of Health;
- Market days and hours;
- Application for a stall
- Fees;
- What may be sold;
- Zero Tolerance Policy for Violence;
- Termination of Stallholder;
- Contract; and,
- Penalties.

The most significant differences between the current Market By-law and the proposed Market By-law are:

- Definitions have been updated;
- Stall fees will no longer be addressed in the By-law, but rather through the User Fee By-law;
- Market Supervisor is delegated more responsibility for the management and supervision of the Market; and,
- Public Health Inspectors have been given the right to inspect stalls at any reasonable time.

Stallholder contracts will have a term of up to 12 months, to allow for community stands and seasonal vendors.
- Frontage - no stallholder will be permitted more than 24 linear feet frontage;
- Community stand free of charge.
- List of products that may be sold at the Market has been updated to reflect current and desired practices.
- Reconsideration procedure has been added, which sets out that a stallholder or person can seek reconsideration of the Market Supervisor’s decision to terminate
a Stallholder Contract or reject an application for a stall through the Hamilton Farmers’ Market Transition Sub-committee.

- Penalties have been increased for violations of the By-law.

- Stallholder fees:
  
  o Currents Monthly Fee Example:
    10x10 = 100 sq. ft. \times $1.84 = $184 per month
  
  o New Monthly Fee Example:
    10x10 = 100 sq. ft. \times $2.00 = $200 per month (standard frontage)
    10x10 = 100 sq. ft. \times $2.25 = $225 per month (premium footage)
  
  o Common Fees
  o Metered electricity

- Stallholder Application Process:

  What types of stalls have priority?
The Market supports a Grow It! Make It! Bake It! philosophy.

  - Farmers first within the boundaries of the City of Hamilton.
  - Producers using ingredients grown or reared within the City of Hamilton.
  - Farmers within 100 mile radius of the City of Hamilton downtown core.
  - Producers within 100 mile radius of the City of Hamilton downtown core.
  - Other stallholders (example: stallholders who purchase from the Toronto food terminal and re-sell at the Market.)
  - Artisans.

  Scoring System for Selection:
(To ensure highest quality and variety of products for Market customers.)

(a) All Stallholders Baseline Points
(b) Points Farm Stallholders
(c) Points for Other Stallholders
(d) Points for Artisans

Farmer’s score = A+B
Other Stallholder’s score = A+C
Artisan’s score = A+D
(h) Loss of Rental Housing through Condominium Conversions (Item 9.1)

Councillor B. McHattie introduced the following motion:

WHEREAS, the City of Hamilton’s Keys to the Home Strategy calls for the creation of several hundred new rental units per year; and,

WHEREAS, due to the lack of Federal and Provincial housing funding, very little new rental housing is being constructed; and,

WHEREAS, there continues to be conversions of rental housing to condominium housing in the City of Hamilton;

THEREFORE BE IT RESOLVED:

That staff be directed to review the loss of rental housing to condominium conversions, in consultation with the Solutions for Housing Action Committee, the Affordable Housing Flagship and other affordable housing partners, and the Planning and Economic Development Department, and prepare a joint staff report (Community Services & Planning & Economic Development Departments) back to the Emergency and Community Services Committee.

(i) Feasibility of Utilizing the City of Ottawa’s Somerset Gardens Mixed Tenure Affordable Housing Model in Hamilton (Item 9.2)

Councillor B. McHattie introduced the following motion:

WHEREAS, the City of Ottawa is implementing a new mixed tenure affordable housing model that may hold promise for Hamilton; and,

WHEREAS, changes in the City of Hamilton’s planning regime may be required; including the possible establishment of a Community Improvement Plan area, and changes to the Official Plan, in order to make this work in Hamilton;

THEREFORE BE IT RESOLVED:

That staff be directed to review the feasibility of utilizing the City of Ottawa’s Somerset Gardens Mixed Tenure Model in Hamilton, in consultation with the City of Hamilton Affordable Housing Flagship and the Planning and Economic Development Department, and prepare a joint staff report (Community Services & Planning & Economic Development Departments) back to the Emergency and Community Services Committee.
(j) **Outstanding Business List Amendments (Item 11.1)**

   (a) The following proposed new due date, were approved:

   (i) Additional Funding for First Place Hamilton
       Due Date: September 8, 2010
       Proposed New Due Date: January 2011

   (b) That the following Items were considered complete and removed from the
       Emergency & Community Services Committee’s outstanding business list:

   (i) Item “L” - Players Paradise Sports Complex – New Hockey Facility in
       Stoney Creek (Addressed at July 6, 2010 Committee of the Whole)

   (ii) Item “K” – Expansion of the Hamilton East Kiwanis Boys and Girls Club
        (Addressed as Item 5.2 on this agenda)

   (iii) Item “B” – Farmer’s Market Appeal Process
        (Addressed as Item 7.1 on this agenda)

   (iv) Item “J” – St. Mark’s Church – Future Use of Property at 130 Bay
        Street South, Hamilton
        (addressed as Item 8.6 on this agenda)

(k) **ADJOURNMENT (Item 13)**

There being no further business, the Emergency & Community Services Committee
meeting adjourned at 2:43 p.m.

Respectfully submitted,

Councillor R. Pasuta, Chair
Emergency & Community Services Committee

Stephanie Paparella
Legislative Assistant
September 8, 2010
Dear Stallholder,

This letter is to provide information about when the new space will be ready for move-in, and recent decisions regarding the operation of the Market.

A committee made up of five Hamilton City Councillors called the Hamilton Farmers' Market Transition Sub-committee was formed by Council in June 2010 to oversee the operation of the Market and its transition from its current temporary space to the newly renovated space.

The City is responsible for ensuring the Hamilton Farmers' Market is a viable and sustainable operation. To meet the expectations of customers, the new Market will have a variety of healthy, fresh food with a strong focus on locally grown or prepared products. The committee will be implementing a process whereby ALL businesses, including current stallholders, interested in securing space in the newly renovated Market space will have to APPLY to be considered as a stallholder. The application form and additional information on the application review process will be shared over the next few weeks. We encourage everyone to review the application information as soon as it is available, and apply if you feel your business is a fit with the newly renovated Hamilton Farmers' Market.

The Market and Hamilton Central Library facility renovations, and York Boulevard road construction, are now expected to be completed by November 2010. Once the renovations have been completed, several weeks of additional work is required inside the Market space to get it ready for move-in. So that stallholders will not have to move during the peak holiday period, the opening of the Market is delayed until January 2011. The exact date will be shared as soon as it is confirmed.

A special stallholder meeting will be held on September XX, 2010 at [time] at [location] to provide further information.

If you have any questions in the meantime, please feel free to contact Cathy Masterson, Market Supervisor at ext. 2097.

Sincerely,

Brian McHattie
Chair
Hamilton Farmers’ Market Transition Sub-committee
Hamilton Farmers’ Market

Mission

As a historic community gathering place the Hamilton Farmers’ Market offers local grown and produced food and food products. It celebrates Hamilton’s agricultural history and diversity by growing, nourishing and inspiring community.

Vision

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
- Relationships and opportunities are built between farmers, food producers, downtown merchants, consumers, and the Hamilton community

The Hamilton Farmers’ Market plays a leading role in creating a healthy community and a prosperous local food system.

Principles

The Hamilton Farmers’ Market….

- values local farmers and local food producers
- offers a diversity of fresh products
- fosters an economically, ecologically and socially sustainable community
- is a sustainable and viable operation
Stallholder Types by Selection Priority

- Farmers operating the boundaries of the City of Hamilton
- Producers operating within the City Of Hamilton using ingredients grown or reared which are used in their product
- Farmers within 100 mile radius of the City Of Hamilton limits
- Producers within 100 mile radius of the City Of Hamilton limits using ingredients grown or reared within the City Of Hamilton which are used in their product (i.e. jams made from local fruit, baked goods made from local eggs, milk, sausages from local meat, etc.)
- Other stallholders which sell products which promote the overall objectives of the market but are not produced by the vendor (i.e. fish, cheese and spices)
- Artisans using natural practices and/or ingredients creating products that are 100% original and hand-produced.

Selection Methodology

- All potential stallholders must submit a complete application to be considered
- All applications are reviewed and scored based on a points system. The highest scoring applications are considered by the Market Supervisor.
- Overall Market product mix is also a determining factor
- Successful stallholders are allocated space based on ranking within the points system
Hamilton Farmers' Market—Stallholder Selection Criteria

As a historic community gathering place the Hamilton Farmer’s Market offers local grown and produced food and food products. It celebrates Hamilton’s agricultural history and diversity by growing, nourishing and inspiring community.

WHO CAN SELL AT THE HAMILTON FARMERS’ MARKET?

Farmers operating the boundaries of the City of Hamilton or within 100 mile radius of the City Of Hamilton downtown core. A farmer may sell additional produce grown by a relative, a neighbour farmer, and / or a member of an approved association (i.e. a co-operative) within 100 miles of the City Of Hamilton downtown core. The additional produce will be limited to 25% of the farmer’s product line. The intent of this exception is to increase the diversity of fresh product offered to customers.

As part of the application review process, the Hamilton Farmers’ Market Supervisor may visit farms and businesses of stallholders to ensure product is produced locally and / or naturally grown. Denial of a farm / business verification visit may mean the stallholder may no longer be able to sell at the Hamilton Farmers’ Market. Claims of “certified organic” or “MyPick.ca” must be backed by documentation from an accredited certifier.

Producers operating within the City Of Hamilton or within 100 mile radius of the City of Hamilton downtown core using ingredients grown or reared which are used in their product (i.e. jams made from local fruit, baked goods made from local eggs, milk, sausages from local meat, etc.) A kitchen inspection certificate must be provided as part of a complete application by a Producer. Producers who produce less than 75% of their product will be considered an “Other Stallholder”.

Other stallholders which sell products which promote the overall objectives of the market are not produced by the stallholder (i.e. fish, cheese and spices). Stallholders who fall into this category will be considered on a case by case basis.

Artisans using natural practices and / or ingredients creating products that are 100% original and hand-produced. All items shall be 100% original and hand-produced. Because this is a farmers’ market, space for Artisan stallholders will be limited to a ratio of at least 4 to 1 at the discretion of the Hamilton Farmers’ Market Supervisor. All Artisan stallholders must submit samples of their work with their application.

WHAT TYPES OF STALLS HAVE PRIORITY?
The Market supports a Grow It! Make It! Bake It! philosophy.

- Farmers first within the boundaries of the City of Hamilton
Producers using ingredients grown or reared within the City of Hamilton
- Farmers within 100 mile radius of the City of Hamilton downtown core
- Producers within 100 mile radius of the City of Hamilton downtown core
- Other Stallholders
- Artisans

OTHER REQUIREMENTS

All products being sold in the Hamilton Farmers’ Market must comply with applicable Provincial and Federal regulations regarding labelling, measures, safety, etc and compliance with these regulations is the responsibility of the stallholder.

All stallholders shall sell at the Hamilton Farmers’ Market only high-quality, wholesome products. Live animals cannot be sold at the market. Market composition will be determined at the discretion of the Hamilton Farmers’ Market Supervisor and / or the Hamilton Farmers’ Market Transition Committee.

All applications will be scored on a point system. The breakdown of the point system is listed below. Space will be allocated based on the highest score.

Points System:

Baseline Points for all Stallholders:

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete Application</td>
<td>25</td>
</tr>
<tr>
<td>Local Hamilton Farmer</td>
<td>30</td>
</tr>
<tr>
<td>Local Hamilton Producer</td>
<td>20</td>
</tr>
<tr>
<td>Local Hamilton Handcraft</td>
<td>20</td>
</tr>
<tr>
<td>100 Mile Farmer</td>
<td>25</td>
</tr>
<tr>
<td>100 Mile Producer</td>
<td>15</td>
</tr>
<tr>
<td>Certified Organic</td>
<td>10</td>
</tr>
<tr>
<td>Certified My.Pick.ca</td>
<td>10</td>
</tr>
<tr>
<td>Previous Market Experience</td>
<td>5</td>
</tr>
</tbody>
</table>

Total A:

---

Additional Points Farm Stallholders:

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>90% First Quality Product</td>
<td>10</td>
</tr>
<tr>
<td>In excess of 75% First Quality Produce</td>
<td>5</td>
</tr>
<tr>
<td>Diversity of Fresh Product</td>
<td>x out of / 20</td>
</tr>
<tr>
<td>Capacity to produce quantities required</td>
<td>x out of / 15</td>
</tr>
<tr>
<td>Commitment to the Market (open all market days)</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Attractive display</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Food Trend Product i.e. heirloom vegetables, organic</td>
<td>x out of / 10</td>
</tr>
</tbody>
</table>

Total B: x out of / 80

Total A + B:
### Additional Points Other Stallholders:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>90% First Quality Product</td>
<td>10</td>
</tr>
<tr>
<td>In excess of 75% First Quality Produce</td>
<td>5</td>
</tr>
<tr>
<td>Diversity of Product Mix</td>
<td>x out of / 20</td>
</tr>
<tr>
<td>Capacity to produce quantities required</td>
<td>x out of / 15</td>
</tr>
<tr>
<td>Commitment to the Market (open all market days)</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Attractive display</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Food Trend Product i.e. gluten-free, green product</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Total B:</td>
<td>x out of / 80</td>
</tr>
</tbody>
</table>

Total A + B

### Additional Points Artisans:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clarity of artists'/craftsperson's process and supporting documents</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Art or craft to be made by hand or fabricated by the individual</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>The work demonstrates knowledge, ability and talent</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Degree of innovative expression</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Original idea / skilful rendering of a traditional or classic design</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Does the product demonstrate a high calibre of artistic work?</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Is the work of a high level of merit?</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Are the materials appropriate and integral to the final product?</td>
<td>x out of / 10</td>
</tr>
<tr>
<td>Total B:</td>
<td>x out of / 80</td>
</tr>
</tbody>
</table>

Total A + B
<table>
<thead>
<tr>
<th>Sub-Committee</th>
<th>Mandate</th>
<th>Composition</th>
</tr>
</thead>
</table>
| Fairness to Hamilton Campaign (includes Hamilton Day) | • Development of a proactive campaign to inform the public and the Provincial and Federal Governments on the funding shortfalls faced by the City of Hamilton. | • Three members of Council  
• Mayor (ex officio)  
• McQueston Legal and Community Services  
• Social Planning and Research Council  
• Hamilton Chamber of Commerce  
• Hamilton Civic Coalition |
| Wentworth Lodge Trust Fund                         | • A decision making body responsible for the Wentworth Lodge Heritage Trust Fund. This includes investments and expenditures.  
• To manage the investment of the fund to ensure maximum returns.  
• Where fiscally possible, to respond to needs at Wentworth Lodge, that cannot be met through the normal operating and capital budgets.  
• To evaluate and make decisions concerning fund raising opportunities if they are presented. | • One elected member of Council,  
• One appointee from the Seniors Advisory Committee  
• An appointee from the Residents and/or Family Council  
Staff Resources:  
• Community Services Department  
• Corporate Services Department  
  o Budgets & Finance Division  
  o City Clerk's Division |
| Hamilton Farmers' Market Subcommittee               | • Encourage and foster an appreciation of the history of the Hamilton Farmers’ Market and its significance to the City of Hamilton. | • Three to Five Members of Council  
Staff Support from:  
• Legislative Support (Clerk's Office)  
• Director of Culture or Designate  
• Market Supervisor |
<table>
<thead>
<tr>
<th>Provide vision, strategic direction and establish high level priorities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommend a Four Year Strategic Plan, annual budget and business plan.</td>
</tr>
<tr>
<td>Recommend annual marketing and special event plan.</td>
</tr>
<tr>
<td>Provide Stallholders with the option for an objective review of issues not resolved through existing decision making processes;</td>
</tr>
<tr>
<td>Review, investigate, and wherever possible, resolve issues arising from Stallholders' concerns regarding the terms and conditions of their leases within the existing temporary location and the transition to the permanent Hamilton Farmer's Market location.</td>
</tr>
<tr>
<td>Determine the most appropriate method of allocating space to Stallholders in the renovated Market.</td>
</tr>
<tr>
<td>Act as the appeal body for issues raised by Stallholders.</td>
</tr>
<tr>
<td>Anticipate and identify potential areas of dispute and make recommendations for mitigation to the Director of Culture.</td>
</tr>
<tr>
<td>Recommend Hamilton Farmers' Market Policies.</td>
</tr>
</tbody>
</table>

<p>| Legal Services Division |
| Parking &amp; By-law Services Division |</p>
<table>
<thead>
<tr>
<th></th>
<th>Review and recommend revisions to the Hamilton Farmers' Market By-law.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Recommend the annual fee structures for the Market.</td>
</tr>
<tr>
<td></td>
<td>Make recommendations on a timely basis and within the parameters of City of Hamilton By-laws.</td>
</tr>
<tr>
<td></td>
<td>Increase Stallholders' awareness of their obligations and responsibilities under the Market By-law and other relevant municipal by-laws</td>
</tr>
</tbody>
</table>

# SUB-COMMITTEE TO BE DISBANDED

<table>
<thead>
<tr>
<th>Sub-Committee</th>
<th>Mandate</th>
<th>Composition</th>
</tr>
</thead>
</table>
| Aquatic Centre Steering Committee    | To investigate the feasibility of constructing a new Aquatic Centre in the City of Hamilton. | Voting Members:  
- Three members of Council  
- Late Dr. Gene Sutton  
- Joanne Malar, Olympic Swimmer  
- Tyler MacLeod, Chamber of Commerce  

Community Stakeholders (Resource Team – Non Voting)  
- Dr. Jacek Kwiecen  
- Andrew Cole  
- Laurie Goodfellow  
- Nadia D. Senchuk  
- Jim Commerford  
- Neil Jones  
- Bender Chung  
- Linda Samuel  
- Peter Bradstreet  
- Sean Baker  

Staff Resources:  
- David Adames  
- Diane LaPointe-Kay  
- Tony Tollis |
## Auchmar Estate Tree Removals - Budget & Proposal

**Department of Hamilton Public Works - Forestry & Agricultural Section**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Area</th>
<th>Total # of Trees</th>
<th>Pictures/Removal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Wall 3m Clearance</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations A</td>
<td>3750</td>
<td>300</td>
<td>$3.36</td>
</tr>
<tr>
<td>Removal A</td>
<td>3750</td>
<td>300</td>
<td>$8.71</td>
</tr>
<tr>
<td>Stumping A</td>
<td>3750</td>
<td>300</td>
<td>$3.03</td>
</tr>
<tr>
<td>Wood removal A</td>
<td>3750</td>
<td>300</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Sub Total (area A)</strong></td>
<td></td>
<td></td>
<td><strong>$12,600.00</strong></td>
</tr>
<tr>
<td><strong>South / West Perimeter</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations B</td>
<td>20</td>
<td>1</td>
<td>$3.36</td>
</tr>
<tr>
<td>Removal B</td>
<td>20</td>
<td>1</td>
<td>$8.71</td>
</tr>
<tr>
<td>Stumping B</td>
<td>20</td>
<td>1</td>
<td>$3.03</td>
</tr>
<tr>
<td>Wood removal B</td>
<td>20</td>
<td>1</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Sub Total (area B)</strong></td>
<td></td>
<td></td>
<td><strong>$67.20</strong></td>
</tr>
<tr>
<td><strong>Woodlot</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations C</td>
<td>310</td>
<td>4</td>
<td>$3.36</td>
</tr>
<tr>
<td>Removal C</td>
<td>310</td>
<td>4</td>
<td>$8.71</td>
</tr>
<tr>
<td>Stumping C</td>
<td>310</td>
<td>4</td>
<td>$3.03</td>
</tr>
<tr>
<td>Wood removal C</td>
<td>310</td>
<td>4</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Sub Total (area C)</strong></td>
<td></td>
<td></td>
<td><strong>$1,041.60</strong></td>
</tr>
<tr>
<td><strong>Hedge Row</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations D</td>
<td>280</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Removal D</td>
<td>280</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stumping D</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wood removal D</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Hedge (54)</strong></td>
<td></td>
<td></td>
<td><strong>$940.80</strong></td>
</tr>
<tr>
<td><strong>Sub Total (area D)</strong></td>
<td></td>
<td></td>
<td><strong>$3,379.60</strong></td>
</tr>
<tr>
<td><strong>Mixed Apples and Pines Alley/Orchard</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations E</td>
<td>975</td>
<td>33</td>
<td>$3.36</td>
</tr>
<tr>
<td>Pruning E</td>
<td>975</td>
<td>33</td>
<td>$3.49</td>
</tr>
<tr>
<td>Stumping E</td>
<td>975</td>
<td>0</td>
<td>$3.03</td>
</tr>
<tr>
<td>Wood removal E</td>
<td>975</td>
<td>0</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Hedge (54)</strong></td>
<td></td>
<td></td>
<td><strong>$3,276.00</strong></td>
</tr>
<tr>
<td><strong>Relocation</strong></td>
<td></td>
<td></td>
<td><strong>$3,402.75</strong></td>
</tr>
<tr>
<td><strong>Sub Total (area E)</strong></td>
<td></td>
<td></td>
<td><strong>$6,678.75</strong></td>
</tr>
<tr>
<td><strong>Mixed Apples and Pines Alley/Orchard</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations F</td>
<td>295</td>
<td>10</td>
<td>$3.36</td>
</tr>
<tr>
<td>Removal F</td>
<td>295</td>
<td>10</td>
<td>$8.71</td>
</tr>
<tr>
<td>Stumping F</td>
<td>295</td>
<td>10</td>
<td>$3.03</td>
</tr>
<tr>
<td>Wood removal F</td>
<td>295</td>
<td>10</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Hedge (54)</strong></td>
<td></td>
<td></td>
<td><strong>$991.20</strong></td>
</tr>
<tr>
<td><strong>Relocation</strong></td>
<td></td>
<td></td>
<td><strong>$2,569.45</strong></td>
</tr>
<tr>
<td><strong>Sub Total (area F)</strong></td>
<td></td>
<td></td>
<td><strong>$5,737.75</strong></td>
</tr>
<tr>
<td><strong>East of Building Not Identified on Scope of Work</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations G</td>
<td>130</td>
<td>4</td>
<td>$3.36</td>
</tr>
<tr>
<td>Removal G</td>
<td>130</td>
<td>4</td>
<td>$8.71</td>
</tr>
<tr>
<td>Stumping G</td>
<td>130</td>
<td>4</td>
<td>$3.03</td>
</tr>
<tr>
<td>Wood removal G</td>
<td>130</td>
<td>4</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Sub Total (area G)</strong></td>
<td></td>
<td></td>
<td><strong>$436.80</strong></td>
</tr>
<tr>
<td><strong>Total (area A - G)</strong></td>
<td></td>
<td></td>
<td><strong>$96,741.30</strong></td>
</tr>
<tr>
<td><strong>Total (area A - E)</strong></td>
<td></td>
<td></td>
<td><strong>$94,212.80</strong></td>
</tr>
<tr>
<td><strong>Total (area A - G) no stumping</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total (area A - E) no stumping</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note: Some work could be left on site.*

*Pruning cost:
- Pruning cost: $2,438.80
- Pruning cost: $3,402.75
- Pruning cost: $0.00
- Pruning cost: $0.00

*Removal Cost:
- Removal Cost: $2,569.45
- Removal Cost: $893.85
- Removal Cost: $1,283.25

*Not included:
- Not in scope of work:
- Not in scope of work:
- Not in scope of work:
- Not in scope of work:

*Total:
- Total: $94,212.80
- Total: $81,501.95