TO: Chair and Members
Audit, Finance and Administration Committee

WARD(S) AFFECTED: CITY WIDE

COMMITTEE DATE: January 19, 2011

SUBJECT/REPORT NO:
2011 Advance Payments to External Boards and Agencies (FCS11013) (City Wide)

SUBMITTED BY:
Roberto Rossini
Finance & Corporate Services Department

PREPARED BY:
Cyrus Patel (905) 546-2424 ext. 7698

SIGNATURE:

RECOMMENDATION:

(a) That, effective January 27, 2011, an advancement of funds be provided to the external Boards and Agencies, in the specified amount and on the specific dates, as shown on the attached Appendix A to Report FCS11013; and,

(b) That any outstanding arrears due to the City of Hamilton, by any external Boards or Agencies (as shown on the attached Appendix A to Report FCS11013), be first applied against the approved grant funding, including advances, until the debt is satisfied, prior to that Agency or Board receiving the balance of any approved payment.

EXECUTIVE SUMMARY

Report FCS11013 requests Council approval to continue funding the external boards and agencies that are listed in on Appendix A to Report FCS11013. The 2011 advance payments are based upon the 2010 approved funding levels and closely represents the 2010 payment schedule. Pending the timing of Council approval of the 2011 budget, the remaining payments to the listed external boards and agencies would be adjusted to ensure that payments do not exceed approved levels for 2011. The advancement of funds does not guarantee the level of 2011 City of Hamilton funding. Those agencies
that are provided with monthly payments will continue to receive monthly advances, for the amounts shown on Appendix A to Report FCS11013, until budget approval. At this point, the remaining payments will be adjusted to match the approved levels.

For the Boards and Agencies listed in this report (attached as Appendix A to Report FCS11013), the City follows a policy that ensures that grant payments are not made until outstanding arrears owing to the City of Hamilton are paid off first.

**FINANCIAL / STAFFING / LEGAL IMPLICATIONS (for Recommendation(s) only)**

**Financial:**
There are no financial implications associated with providing advance payments to the listed external boards and agencies (attached as Appendix A to Report FCS11013). Pending Council approval of the 2011 funding levels, the remaining payments to these organizations would be adjusted to ensure that the payment amount does not exceed the approved funding level.

The advance payment amounts identified (attached as Appendix A to Report FCS11013) represent the total amounts that would be paid to the various boards and agencies at the approved 2010 funding levels up to April 30, 2011 – the date by which the 2011 budget is expected to be approved.

**Staffing:** None.

**Legal:** None.

**HISTORICAL BACKGROUND (Chronology of events)**

The City has been supporting the various boards and agencies (attached as Appendix A to Report FCS11013) with grants funding support in the past. Since these organizations depend upon City funding for their operational expenditures, past practice has been to continue to support them with regular ongoing funding pending the approval of the City budget for each year.

**POLICY IMPLICATIONS**

Not applicable.
RELEVANT CONSULTATION

Not applicable.

ANALYSIS / RATIONALE FOR RECOMMENDATION
(include Performance Measurement/Benchmarking Data, if applicable)

To be consistent with prior years, staff is seeking Council approval to continue funding, as of January 2011, for those organizations that receive funding (attached as Appendix A to Report FCS11013) on a monthly or quarterly basis, pending approval of the 2011 budget. The funding is based on the previous year’s budget and is adjusted, if necessary, when the current year’s budget receives Council approval.

ALTERNATIVES FOR CONSIDERATION:  
(include Financial, Staffing, Legal and Policy Implications and pros and cons for each alternative)

Not applicable.

CORPORATE STRATEGIC PLAN  (Linkage to Desired End Results)


Skilled, Innovative & Respectful Organization
• A culture of excellence

Financial Sustainability
• Financially Sustainable City by 2020

APPENDICES / SCHEDULES

Appendix A: List of Boards and Agencies Requiring Advance Payments.
### List of Boards and Agencies Requiring Advance Payments *

<table>
<thead>
<tr>
<th>Department</th>
<th>Advance Payment Schedule ***</th>
<th># of Payments per Year</th>
<th>2010 Approved Annual Budget Gross</th>
<th>2011 Advance Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hamilton Conservation Authority</td>
<td>27-Feb-11</td>
<td>4</td>
<td>3,499,333</td>
<td>1,749,667</td>
</tr>
<tr>
<td>Confederation Park</td>
<td>27-Feb-11</td>
<td>4</td>
<td>368,973</td>
<td>184,487</td>
</tr>
<tr>
<td>Westfield</td>
<td>27-Feb-11</td>
<td>4</td>
<td>546,554</td>
<td>273,277</td>
</tr>
<tr>
<td>Niagara Peninsula Conservation Authority</td>
<td>16-Mar-11</td>
<td>4</td>
<td>442,194</td>
<td>110,549</td>
</tr>
<tr>
<td>Grand River Conservation Authority</td>
<td>27-Apr-11</td>
<td>3</td>
<td>228,235</td>
<td>76,078</td>
</tr>
<tr>
<td>Halton Region Conservation Authority</td>
<td>27-Apr-11</td>
<td>3</td>
<td>161,126</td>
<td>53,709</td>
</tr>
<tr>
<td>Royal Botanical Gardens **</td>
<td>1st of each Month</td>
<td>12</td>
<td>599,206</td>
<td>199,735</td>
</tr>
<tr>
<td>Hamilton Beach Rescue Unit****</td>
<td>2-Feb-11</td>
<td>3</td>
<td>126,805</td>
<td>10,000</td>
</tr>
<tr>
<td>Art Gallery of Hamilton</td>
<td>1st of each Month</td>
<td>12</td>
<td>1,000,000</td>
<td>333,333</td>
</tr>
<tr>
<td>HWCA - Festival of Friends</td>
<td>1st of each Month</td>
<td>12</td>
<td>85,271</td>
<td>28,424</td>
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<tr>
<td>Hamilton Philharmonic Orchestra</td>
<td>1st of each Month</td>
<td>12</td>
<td>113,695</td>
<td>37,898</td>
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<tr>
<td>Opera Hamilton</td>
<td>1st of each Month</td>
<td>12</td>
<td>126,928</td>
<td>42,309</td>
</tr>
</tbody>
</table>

* Gross amounts approved during the 2010 budget process.
** Based on approved funding formula with the Region of Halton.
*** Assumed Council approval of budget by April 30, 2011.
**** Historically, Hamilton Beach Rescue Unit requests advance payment of $10,000 in February.