The Mayor called upon Deacon Gerry Guinto from Our Lady of Assumption Parish to lead Council in prayer. The Mayor also called upon Boanerjes Villabroza President of the Hamilton Filipino Community Centre, to speak about the ongoing relief efforts, and way to get involved to assist those affected by the recent typhoon in the Philippines.

**APPROVAL OF THE AGENDA**

The Clerk advised of the following changes to the agenda:

1. **ADDED CORRESPONDENCE**
   
   5.11 Correspondence from Earl D. Basse, Integrity Commissioner respecting a Complaint against Mayor B. Bratina
   
   Recommendation: Be received.
   
   5.12 Correspondence from the IBI Group regarding Item 5 of Planning Committee Report 13-017, Appeals to the Ontario Municipal Board by Shoppers Drug Mart Limited PED13178
   
   Recommendation: Be received.
2. ADDED PRIVATE AND CONFIDENTIAL

10.1 Personal Matter about an identifiable individual, including municipal or local board employees - Public Works (No Copy)

Pursuant to sub-section 239 (b) of the Municipal Act 2001 and sub-section 8.1 (b) of the Procedural By-Law as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.

(Pearson/Johnson)
That the agenda for the November 13, 2013 meeting of Council be approved, as amended.

CARRIED

DECLARATIONS OF INTEREST

None

CEREMONIAL ACTIVITIES/ANNOUNCEMENTS

3.1 Presentation of the Urban Design and Architecture Awards (UDAA) People’s Choice Award

Mayor Bratina gave an overview of the Urban Design and Architecture Awards, which are being awarded for the fifth year. The Mayor invited Gerald Asa to receive The Urban Design and Architecture Awards People’s Choice Award for the Winterberry Office Building.

APPROVAL OF MINUTES

4.1 October 23, 2013

(Johnson/Pearson)
That the Minutes of the October 23, 2013, meeting of Council be approved, as presented.

CARRIED

COMMUNICATIONS

(Jackson/Duvall)
That Council Communications 5.1 through 5.12 be approved, as amended, as follows:
5.1 **Correspondence from Loretta Paszkat respecting hours of bus service on Centennial Parkway North**

Recommendation: Be received.

5.2 **Response from the Office of the Prime Minister respecting the Council endorsement of September 11, 2013 (Item 5.5) regarding the Ontario Power Generation’s Plans to Build a Nuclear Waste Repository beside the Great Lakes**

Recommendation: Be received.

5.3 **Correspondence regarding Item 2 of Planning Committee Report 13-017, Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive:**

(a) Mark Gillner
(b) Kevin Kelly

Recommendation: Be received.

5.4 **Correspondence from the Niagara Peninsula Conservation Authority respecting their Draft Strategic Plan**

Recommendation: Be received.

5.5 **Correspondence from Leanna Caron, President of Skate Canada respecting the International Skating Union World Synchronized Skating Championships**

Recommendation: Be received.

5.6 **Response from the Honourable Jim Bradley, Minister of the Environment respecting Newalta Stoney Creek Landfill - Item 18 of Planning Committee Report 13-012**

Recommendation: Be received.

5.7 **Notice of Commencement of Preliminary/Detailed Design and Class Environmental Assessment Studies by Morrison Hershfield on behalf of the Ministry of Transportation:**

(a) Highway 403 Desjardins Canal Bridges
(b) Detail Design of Six Structures on Highway 403 & QEW

Recommendation: Be referred to the General Manager of Public Works for appropriate action.
5.8 Correspondence from the Town of Richmond Hill respecting Freedom of Expression and Religion in Public Places in Ontario

Recommendation: Be received.

5.9 Correspondence from the Ontario Good Roads Association, call for nominations to Board of Directors 2014-2015 term.

Recommendation: Be received.

5.10 Correspondence respecting the Niagara to Greater Toronto Area Corridor Planning and Environmental Assessment Study:

(a) City of Burlington comments to the Ministry of Transportation
(b) Niagara Escarpment Commission comments to the Ministry of Transportation

Recommendation: Be received.

5.11 Correspondence from Earl D. Basse, Integrity Commissioner respecting a Complaint against Mayor B. Bratina

Recommendation: Be received.

5.12 Correspondence from the IBI Group regarding Item 5 of Planning Committee Report 13-017, Appeals to the Ontario Municipal Board by Shoppers Drug Mart Limited PED13178

Recommendation: Be received.

CARRIED AS AMENDED

(Powers/Ferguson)
That Council move into Committee of the Whole for consideration of the Committee Reports.

CARRIED

GENERAL ISSUES COMMITTEE REPORT 13-022

(Bratina/Pasuta)
That the TWENTY SECOND Report of the General Issues Committee be adopted, and the information section received. (attached hereto)

CARRIED
PUBLIC WORKS COMMITTEE REPORT 13-013

(Collins/Merulla)
That the THIRTEENTH Report of the Public Works Committee be adopted, and the information section received. (attached hereto)

CARRIED

PLANNING COMMITTEE REPORT 13-017

(Farr/McHattie)
That the SEVENTEENTH Report of the Planning Committee be adopted, and the information section received. (attached hereto)

CARRIED

GENERAL ISSUES COMMITTEE REPORT 13-023

(McHattie/Farr)
That item 6 of General Issues Committee Report 13-023 respecting Traffic Calming/Management Policy Update, be amended by adding sub-section (c) to read as follows:

(c) That staff report back to the General Issues Committee on the policy and its implementation in January 2015.

Amendment CARRIED
MOTION AS AMENDED CARRIED

(Bratina/Pasuta)
That the TWENTY THIRD Report of the General Issues Committee be adopted, as amended, and the information section received. (attached hereto)

CARRIED

(Powers/Pasuta)
That the Committee of the Whole Rise and Report.

CARRIED

MOTIONS

7.1 Protection for Municipalities from Claims in Respect of Operations, Public Assets and Roads

Councillor Whitehead was not in attendance. The Mayor indicated that this motion will be placed on the November 27, 2013 City Council meeting.
7.2 Amendment to Item 7 of Planning Committee Report 13-016 respecting Rural Hamilton Official Plan Amendment: New Policies and Minor Revisions (Wards 9, 11, 12, 13, 14, and 15) (PED13165)

(Farr/McHattie)
That Item 7 of Planning Committee Report 13-016 be amended by adding recommendations (e) and (f), to read as follows:

(e) That Appendix A to Report PED13165 be amended on page 94 of 159 by adding a new clause e) to Policy C.5.4.1 as follows, “

i) “Notwithstanding Policy C.5.4.1 c), a storm water management pond for the development of the Parkside Hills Subdivisions – Phase 2 (25T201003) shall be permitted on lands located north of the future east west corridor, west of Centre Road, Waterdown North.”

(f) That Appendix A to Report PED13165 be amended on page 95 of 159 by:

i) amending Policy D.6.30 to delete the word “lands” and replacing with the words “significant cultural heritage resources”; and,

ii) amending Policy D.6.31 to:

1) Add the words “Where possible,” to the beginning of the policy; and,

2) delete the word “landscape” and replacing with the words “significant cultural heritage resources” and adding the word “significant” before the word “cultural heritage elements” in the fourth line.

CARRIED

7.3 Vacancy on the Advisory Committee for Persons with Disabilities – 2013
(Referred from Council to the Selection Committee on August 16, 2013)

(Johnson/Collins)
(a) That the current complement of citizen members on the Advisory Committee for Persons with Disabilities be maintained at fourteen (14) for the balance of the 2010-2014 term of Council;

(b) That any absences of citizen members on the Advisory Committee for Person with Disabilities due to illness or maternity leave be accommodated for the balance of the 2010-2014 term of Council by the Committee Clerk adjusting quorum accordingly.

CARRIED
7.4  Vacancy on the Environmentally Significant Areas Impact Evaluation Group (ESAIEG) (Referred from Council to the Selection Committee on September 11, 2013.)

(Johnson/Collins)
That the current complement of eight (8) citizen members on the Environmentally Significant Areas Impact Evaluation Group (ESAIEG) be maintained for the balance of the 2010-2014 term of Council.

CARRIED

7.5  Amendment to Membership – Steel Committee

(Duvall/Merulla)
(a) That the membership of the Steel Committee be amended through the addition of the Mayor;
(b) That the Terms of Reference of the Steel Committee be amended accordingly;

(Farr/Merulla)
The sub-section (a) be amended by adding the name of Councillor B. McHattie to read as follows:

(a) That the membership of the Steel Committee be amended through the addition of the Mayor and Councillor B. McHattie;
(b) That the Terms of Reference of the Steel Committee be amended accordingly;

Amendment CARRIED
MOTION AS AMENDED CARRIED

NOTICES OF MOTION
None

STATEMENT BY MEMBERS
Members of Council used this opportunity to discuss matters of general interest.

PRIVATE AND CONFIDENTIAL

10.1  Personal Matter about an identifiable individual, including municipal or local board employees - Public Works (No Copy)
Pursuant to sub-section 239 (b) of the Municipal Act 2001 and sub-section 8.1 (b) of the Procedural By-Law as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.

(McHattie/Duvall)
That City Council move into closed session at 7:10 p.m. pursuant to sub-section 239 (b) of the Municipal Act 2001 and sub-section (b) of the Procedural By-law as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

Council reconvened in open session at 7:20 p.m. and indicated that they received information about an identifiable individual, with nothing further to report.

BY-LAWS AND CONFIRMING BY-LAW

(Jackson/Duvall)
That the Bill List for the November 13, 2013 meeting of Council be amended by adding the following as Bill 287 and renumbering the balance:

Amendment CARRIED

(Jackson/Duvall)
That Bills No. 13-272 to 13-288 be passed, as amended, and that the Corporate Seal be affixed thereto, and that the By-laws be numbered and signed by the Mayor and the City Clerk to read as follows:

By-law No.

272 To Incorporate City Land
Designated as Blocks 59 and 60 on Plan 62M-846
into Redfern Avenue

273 Being a By-law to Permanently Close a Portion of Public Unassumed Alley abutting 211 Park Row South, Hamilton, established by Registered Plan 546, City of Hamilton, designated as Part 1 on Plan 62R-19369

274 Being a By-law to Permanently Close a Portion of Greti Drive being Block 96, Plan 62M-1144, City of Hamilton

275 To Incorporate City Land
Designated as Part 3 on Plan 62R-9081
into Tradewind Drive

276 To Incorporate City Land
Designated as Reserve C (1 FOOT) and Part of lot 23, Concession 3 on Registered Plan 1016
into Dawson Avenue

277 To Amend By-law 11-272 as amended respecting the Downtown and Community Renewal Community Improvement Project
Area  
(Mount Hope Airport Gateway CIPA)  

278  
To Amend By-law 11-273 as amended, respecting the  
Downtown and Community Renewal Community Improvement Plan  

279  
To Amend Zoning By-law No. 90-145-Z (Flamborough), Respecting  
Lands Located at 215 Dundas Street East (Flamborough)  

280  
Removal of Part Lot Control  
Lot 111, 117, and 118, Registered Plan No. 62M-1101  
“Upcountry Estates Phase 1A”  

281  
To Adopt:  
Official Plan Amendment No. 11 to the Urban Hamilton Official Plan  
Respecting:  
The Strathcona Secondary Plan  

282  
To Amend By-law No. 01-215  
Being a By-law To Regulate Traffic  
Schedule 5 – Stop Control  

283  
To Amend By-law No. 01-215  
Being a By-law To Regulate Traffic  
Schedule 5 – Stop Control  

284  
Official Plan Amendment No. 5 to the  
Rural Hamilton Official Plan  
Respecting:  
The Rural Area of the City of Hamilton  

285  
To Amend By-law No. 01-218, as amended,  
Being a By-law To Regulate On-Street Parking  
Schedule 6 – Time Limit Parking  
Schedule 8 – No Parking Zones  
Schedule 12 – Permit Parking Zones  
Schedule 13 – No Stopping Zones  
Schedule 14 – Wheelchair Loading Zones  
Schedule 15 – Commercial Vehicle Loading Zones  

286  
To Amend Zoning By-law No. 90-145-Z (Flamborough), as amended,  
respecting lands located at 257 - 267 Parkside Drive, in the former Town  
of Flamborough, now in the City of Hamilton  

287  
Being a By-law to Permanently Close a Portion of Public Unassumed Alley  
abutting 2 Thorndale Street North, Hamilton, established by Registered Plan  
647, City of Hamilton, designated as Part 1 on Plan 62R-19461  

288  
To Confirm Proceedings of Council  

MOTION AS AMENDED CARRIED
(Powers/Ferguson)
That, there being no further business, the City Council meeting be adjourned at 7:30 p.m.

CARRIED

Respectfully submitted,

Mayor B. Bratina

R. Caterini, B. Comm., AMCT
City Clerk
Office of the City Clerk
Present: Deputy Mayor R. Powers (Chair)
Mayor R. Bratina
Councillors C. Collins, S. Duvall, J. Farr, L. Ferguson,
B. McHattie, T. Jackson, S. Merulla, J. Partridge, M. Pearson, T.
Whitehead

Absent with Regrets: Councillor B. Morelli – Illness
Councillors B. Clark, R. Pasuta – Personal
Councillor B. Johnson – Vacation

THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 13-022 AND RESPECTFULLY RECOMMENDS:

1. Update respecting U. S. Steel

That City Council re-affirm its motion approved on February 22, 2012, which reads as follows:

That an invitation be extended to U. S. Steel Executives to attend a future General Issues Committee meeting to address their intentions respecting Hamilton Hilton Works in the City of Hamilton.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The agenda was approved as presented.

Chair Powers advised the Committee that the City Manager had requested an opportunity to provide an update to the Committee with respect to the recent announcement by U. S. Steel to permanently shut down its Hamilton operation.
The update will be provided at the conclusion of the Rate Budget presentation.

(b) DECLARATIONS OF INTEREST (Item 2)

None

(c) STAFF PRESENTATIONS (Item 3)

(i) 2014 Rate Budget (Item 3.1)

Tony Sergi, Senior Director of Growth Management, provided information respecting historical absorption rates, current absorption rates vs. rates of last year and the direction for 2014 and challenges. With the assistance of a PowerPoint presentation, Mr. Sergi spoke to the following:

- Residential Units by dwelling types
- Equivalent Residential single family units
- Industrial-Commercial-Institutional (total square feet)
- New industrial vs. industrial expansion (total square feet)
- Industrial-Commercial-Institutional (total square feet)

A copy of the presentation was distributed to the Committee and is available for viewing on the City of Hamilton website.

John Savoia, Senior Policy Advisory, Financial Planning and Policy, provided a PowerPoint presentation respecting the 2014 Rate Budget, and spoke to the following:

- 2013 Financial Forecast – Expenditures and Revenues
- Industrial-Commercial-Residential (ICI) and Multi-Residential Water Consumption
- Residential Water Consumption
- Annual actual consumption per average household
- Factors driving the consumption decline
- Other factors driving the decline
- Meter inaccuracies
- Unauthorized consumption
- Benefits of reduced consumption
- Addressing financial challenges

Dan McKinnon, Director of Hamilton Water, spoke to the following matters:

- Organizational structure
- Clean Harbour Project
- Biosolids Management Program
- Randle Reef – 2013 Key Accomplishments and Successes; 2014 Outlook
- Protective Plumbing Program (3P) – Expenditures
- AMR/AMI – Life Cycle Replacement of Meters
- Water Consumption vs. Water Production

A copy of the presentation was distributed to the Committee and is available for viewing on the City of Hamilton website.

The presentations respecting “Historical Absorption Rates” and the “2014 Rate Budget” were received.

(d) UPDATE RESPECTING U. S. STEEL

Chris Murray, City Manager, advised the Committee that he has met with staff from Corporate Services and Economic Development to discuss the immediate and long-term impacts of the U. S. Steel shut down.

Chair Powers advised the Committee that as per Council direction, an invitation was extended to U. S. Steel executives in Hamilton and to the Chairman and CEO of U. S. Steel Corporation in Pittsburgh in February, 2012 to attend a meeting of the General Issues Committee to address their intentions respecting Hamilton Hilton Work. To date, a response had not been received.

Mike Zegarac, Acting Manager of Finance and Corporate Services, advised that U. S. Steel’s property taxes are current. The annual impact in 2013 is approximately $9.1 million, of which 75% is municipal and 25% is educational.

The Committee requested that a meeting of the Steel Committee be convened at the earliest possible opportunity for further discussions on the shut down, including pensioners, individuals laid off, U. S. Steel’s long-term plan, future land use, possibility of potential default of pensions, i.e., is it legally possible for U. S. Steel to default on pensions.

See Item 1 for the disposition of this item.

(e) ADJOURNMENT (Item 4)

There being no further business, the meeting adjourned at 11:55 a.m.

Respectfully submitted

Councillor R. Powers
Deputy Mayor

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk

Council – November 13, 2013
### Present:
Councillors T. Whitehead (Vice Chair)
B. McHattie, S. Merulla, R. Powers, C. Collins, S. Duvall,
T. Jackson, R. Pasuta

### Absent with
Regrets:
Councillor L. Ferguson (Chair) - Vacation

### Also in
Attendance:
Councillors B. Clark, B. Johnson

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**THE PUBLIC WORKS COMMITTEE PRESENTS REPORT 13-013 AND RESPECTFULLY RECOMMENDS:**

1. **Intersection Control List (PW13001(d)) (Wards 3, 6,11 & 15) (Item 5.2)**

   That the appropriate By-law be presented to Council to provide traffic control as follows:

<table>
<thead>
<tr>
<th>Intersection</th>
<th>Stop Direction</th>
<th>Class</th>
<th>Location / Comments / Petition</th>
<th>Ward</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street 1</strong></td>
<td><strong>Street 2</strong></td>
<td><strong>Existing</strong></td>
<td><strong>Requested</strong></td>
<td><strong>Petition</strong></td>
</tr>
<tr>
<td><strong>a</strong></td>
<td>5th Concession Rd. E</td>
<td>Robson Rd./Beeforth Rd.</td>
<td>NB</td>
<td>EB</td>
</tr>
<tr>
<td><strong>b</strong></td>
<td>5th Concession Rd. E</td>
<td>Beeforth Rd./Robson Rd.</td>
<td>SB</td>
<td>WB</td>
</tr>
<tr>
<td><strong>c</strong></td>
<td>Country Fair Way</td>
<td>Hitching Post Ridge</td>
<td>N/C</td>
<td>WB</td>
</tr>
<tr>
<td><strong>d</strong></td>
<td>Dunvegan Pl.</td>
<td>Greti Dr.</td>
<td>N/C</td>
<td>SB</td>
</tr>
<tr>
<td><strong>e</strong></td>
<td>Dunvegan Pl.</td>
<td>Mother’s St.</td>
<td>N/C</td>
<td>NB</td>
</tr>
<tr>
<td><strong>f</strong></td>
<td>Hitching Post Ridge</td>
<td>Country Fair Way</td>
<td>N/C</td>
<td>SB</td>
</tr>
<tr>
<td><strong>g</strong></td>
<td>Turi Dr.</td>
<td>Mother’s St.</td>
<td>N/C</td>
<td>NB</td>
</tr>
</tbody>
</table>
2. **Access by Council Members and their Staff to Hansen and Amanda Databases (LS13034) (City Wide) (Item 5.3)**

That a letter be written to the Information and Privacy Commissioner, requesting clarification on why constituency and advocacy activities of individual Council Members are not considered functions of a city.

3. **Poor Drainage on Lake Avenue Drive (PW13065(a)) (Ward 9) (Item 8.1)**

That Report PW13065(a), respecting Poor Drainage on Lake Avenue Drive, be received.

4. **Support of the Great Lakes Protection Act (Item 9.1)**

Whereas, a bill to advance a Great Lakes Protection Act has now passed Second Reading at Queen’s Park; and

Whereas there is an urgent and pressing need for a new, strong and effective law to protect and restore the Great Lakes and St. Lawrence River watershed; and

Whereas 3 of our 4 Great Lakes are in decline (Lakes Ontario, Erie and Huron); and

Whereas the Great Lakes provide more than 80 per cent of Ontario’s drinking water; and

Whereas over 95 per cent of Ontario’s agricultural land is in the Great Lakes basin; and

Whereas the health of the lakes contribute to a $4.4 trillion economy in the Great Lakes-St. Lawrence basin in Canada and the United States; and
Whereas, the City of Hamilton has been very involved in Great Lakes protection efforts through the Hamilton Harbour Remedial Action Plan and other efforts.

Therefore Be It Resolved:

That correspondence be sent to the Government of Ontario requesting that strong action be taken, through effective legislation, to protect and restore the health of the Great Lakes – St. Lawrence River Basin, through the passage of the Great Lakes Protection Act.

5. Installation of Stop Control Pritchard Road at Highland Road (Ward 6) (Item 9.2)

(a) That a north bound and south bound Stop Control be installed on Pritchard Road at the Intersection of Highland Road;

(b) That the appropriate amending By-law be passed.

6. Installation of Stop Control Trinity Church Road at Airport Road (Ward 11) (Item 9.4)

(a) That a north bound and south bound Stop Control be installed on Trinity Church Road at the Intersection of Airport Road;

(b) That the appropriate amending By-law be passed.

7. Ancaster Lions Club Storage - 1104 Fiddlers Green Road Public Works Depot (Ward 12) (Item 9.5)

(a) That staff be directed to negotiate a lease agreement with Ancaster Lions Club for use of one bay of the Public Works Depot at 1104 Fiddlers Green Road;

(b) That Ancaster Lions Club be charged the annual fee of $1.00 for the use of the bay.

8. Installation of Stop Control at the Intersection of Michael Avenue and Banff Drive (Added Item 10.1 and 9.6)

(a) That an East Bound Stop Control be placed on Michael Avenue at the intersection of Banff Drive;

(b) That the appropriate amending by-law be passed.
9. Installation of Stop Control at the Intersection of Richard Court and Banff Drive  
(Added Item 10.2)

(a) That an East Bound Stop Control be placed on Richard Court at the  
intersection of Banff Drive;

(b) That the appropriate amending by-law be passed.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

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

(i) Delegation Request by Alan Griffiths respecting the Your32 regional  
transportation campaign (Item 4.4)

(ii) Delegation Request by Joanne Weeks respecting agenda Items 9.3 and 9.4  
regarding the installation of Stop Controls on Trinity Church Road (Item 4.5)

(iii) Installation of Stop Control at the Intersection of Michael Avenue and Banff  
Drive (Item 10.1)

(iv) Installation of Stop Control at the Intersection of Richard Court and Banff  
Drive (Item 10.2)

The November 4, 2013 Public Works Committee Agenda was approved, as  
amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) MINUTES (Item 3)

(i) October 7, 2013 (Item 3.1)

The Minutes of the October 7, 2013 Public Works Committee meeting were  
approved, as presented.
(d) DELEGATION REQUESTS (Item 4)

(i) Delegation request by Dr. Gail Krantzberg, Professor and Director of the Centre for Engineering and Public Policy in the School of Engineering Practice McMaster University respecting agenda Item 9.1 regarding the Great Lakes Protection Act (Item 4.1)

The delegation request from Dr. Gail Krantzberg, Professor and Director of the Centre for Engineering and Public Policy, School of Engineering Practice at McMaster University, respecting agenda Item 9.1 regarding the Great Lakes Protection Act, was approved to appear before Committee today.

(ii) Delegation request by Patricia Turnbull respecting agenda Items 9.3 and 9.4 regarding the installation of Intersection Controls on Trinity Church Road (Item 4.2)

The delegation request from Patricia Turnbull respecting agenda Items 9.3 and 9.4, regarding the installation of Intersection Controls on Trinity Church Road, was approved to appear before Committee today.

(iii) Delegation Request by David Campbell President McMaster Students Union respecting ongoing discussions and negotiations surrounding bus passes (Item 4.3)

The delegation request from David Campbell, President of McMaster Students Union, respecting ongoing discussions and negotiations surrounding bus passes, was approved to appear before Committee today.

(iv) Delegation Request by Alan Griffiths respecting the Your32 regional transportation campaign (Item 4.4)

The delegation request from Alan Griffiths respecting the Your32 regional transportation campaign, was approved for a future meeting.

(v) Delegation Request by Joanne Weeks respecting agenda Items 9.3 and 9.4 regarding the installation of Intersection Controls on Trinity Church Road (Item 4.5)

The delegation request from Joanne Weeks respecting agenda Items 9.3 and 9.4, regarding the installation of Intersection Controls on Trinity Church Road, was approved to appear before Committee today.
(e) CONSENT ITEMS

(i) Minutes of Various Sub-Committees (FOR INFORMATION PURPOSES ONLY) (Item 5.1)

The following Sub-committee Minutes were received:

(a) Glanbrook Landfill Coordinating Committee – August 26, 2013
(b) Clean City Liaison Committee – September 17, 2013

(f) DELEGATIONS (Item 6)

(i) Delegation request by Dr. Gail Krantzberg, Professor and Director of the Centre for Engineering and Public Policy in the School of Engineering Practice McMaster University respecting agenda Item 9.1 regarding the Great Lakes Protection Act (Item 6.1)

Dr. Krantzberg was not in attendance. The Committee Clerk was directed to contact Dr. Krantzberg and invite her to present at a future meeting.

(ii) Delegation request by Patricia Turnbull respecting agenda Items 9.3 and 9.4 regarding the installation of Intersection Controls on Trinity Church Road (Item 6.2)

Patricia Turnbull addressed the Committee respecting agenda Items 9.3 and 9.4 regarding the installation of Intersection Controls on Trinity Church Road. Ms. Turnbull addressed the Committee with the aid of a PowerPoint Presentation a copy of the presentation has been included in the official record.

Ms. Turnbull spoke in favour of the installation of intersection controls on Trinity Church Road at the intersections of Airport Road, Golf Club Road, Guyatt Road and Dickenson Road.

The presentation by Patricia Turnbull, respecting agenda Items 9.3 and 9.4, regarding the installation of Intersection Controls on Trinity Church Road, was received.

(iii) Delegation Request by Joanne Weeks respecting agenda Items 9.3 and 9.4 regarding the installation of Intersection Controls on Trinity Church Road (Added Item 4.5 & 6.3)

Joanne Weeks addressed the Committee respecting agenda Items 9.3 and 9.4 regarding the installation of Intersection Controls on Trinity Church Road.
Ms. Weeks spoke in opposition to the installation of intersection controls on Trinity Church Road. She spoke specifically against the installation proposed in Item 9.3 on the agenda as it would be adjacent to her house. She suggested that if a stop sign is required that Dickenson Road would be the best location.

The presentation by Joanne Weeks, respecting agenda Items 9.3 and 9.4, regarding the installation of Intersection Controls on Trinity Church Road, was received.

On a Motion Items 9.3 and 9.4 were moved up in the agenda to be heard at this time.

For disposition on this matter refer to Item 6 and Information Item (i)(iii)

(iv) Delegation Request by David Campbell President McMaster Students Union respecting ongoing discussions and negotiations surrounding bus passes (Item 4.3 and 6.4)

David Campbell, President of the McMaster Students Union and Jeffrey Doucet, Vice-President of Finance McMasters Students Union, addressed the Committee respecting ongoing discussions and negotiations around bus passes. They addressed the Committee with the aid of a PowerPoint Presentation a copy of the presentation has been included in the official record.

The delegation by David Campbell President McMaster Students Union and Jeffrey Doucet Vice-President of Finance McMasters Students Union respecting ongoing discussions and negotiations surrounding bus passes, was received.

(g) PRESENTATIONS (Item 7)

(i) Winter Control and Winter Maintenance Program (Item 7.1)

Bob Paul, Acting Manager Winter Control addressed the Committee respecting the issue of Winter Control and Winter Maintenance Program. Mr. Paul addressed Committee with the aid of a PowerPoint Presentation.

He outlined the scope of services, program management model, improvement and community engagement and the challenges and opportunities.

Committee members asked questions respecting winter response and brought forward areas of concern that may require special attention for the awareness of staff.
The presentation, respecting the Winter Control and Winter Maintenance Program, was received.

(h) DISCUSSION ITEMS (ITEM 8)

(i) Citizen Committee Report – Hamilton Cycling Committee – 13-001 (Item 8.2)

(a) On a Motion staff were directed to report back to the Public Works Committee with details on the legislation governing the use of mobility devices, mobility scooters, e-bikes, scooters and other similar devices;

(b) The Citizen Committee Report – Hamilton Cycling Committee 13-001 was tabled until staff report back to the Public Works Committee.

(i) MOTIONS (Item 9)

(i) Support of the Great Lakes Protection Act (Item 9.1)

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

(ii) Installation of Stop Control Pritchard Road at Highland Road (Ward 6) (Item 9.2)

For disposition of this matter, refer to Item 5 above.

(iii) Installation of Stop Control Trinity Church Road at Golf Club Road (Ward 11) (Item 9.3)

On a motion Item 9.3 respecting the Installation of a Stop Control Trinity Church Road at Golf Club Road was referred to staff for a report back to the Public Works Committee.

(iv) Installation of Stop Control Trinity Church Road at Airport Road (Ward 11) (Item 9.4)

For disposition on this matter, refer to Item 6 above.

(v) Ancaster Lions Club Storage - 1104 Fiddlers Green Road Public Works Depot (Ward 12) (Item 9.5)

For disposition of this matter, refer to Item 7 above.
(vi) Installation of Stop Control at the Intersection of Michael Avenue and Banff Drive (Added Item 10.1 and 9.6)

For disposition of this matter, refer to Item 8 above.

(vii) Installation of Stop Control at the Intersection of Richard Court and Banff Drive (Added Item 10.2 and 9.7)

For disposition of this matter, refer to Item 9 above.

(viii) Feasibility Study respecting installation of Sound Barriers on the North Side of Mud Street (Added Item 10.3 and 9.8)

Whereas the on/off ramps of the Redhill Valley Parkway and the Lincoln Alexander Parkway lead to Mud Street at Winterbury Drive; and

Whereas there are no sound barriers on the north side of Mud Street to just west of Paramount Alliance Church;

Therefore be it Resolved:

Staff were directed to do a feasibility study of installing sound barriers in this area and report back to the Public Works Committee with consideration being given to cost and funding sources.

(j) NOTICES OF MOTION (ITEM 10)

Councillor Jackson introduced the following Notice of Motion:

(i) Installation of Stop Control at the Intersection of Michael Avenue and Banff Drive (Added Item 10.1)

(a) That an East Bound Stop Control be placed on Michael Avenue at the intersection of Banff Drive;

(b) That the appropriate amending by-law be passed.

The rules of order were waived to allow the introduction of a Motion respecting the installation of a Stop Control at the Intersection of Michael Avenue and Banff Drive
Councillor Jackson introduced the following Notice of Motion:

(ii) Installation of Stop Control at the Intersection of Richard Court and Banff Drive (Added Item 10.2)

(a) That an East Bound Stop Control be placed on Richard Court at the intersection of Banff Drive;

(b) That the appropriate amending by-law be passed.

The rules of order were waived to allow the introduction of a Motion respecting the installation of a Stop Control at the Intersection of Richard Court and Banff Drive.

Councillor Collins introduced the following Notice of Motion:

(iii) Feasibility Study respecting installation of Sound Barriers on the North Side of Mud Street (Added Item 10.3)

Whereas the on/off ramps of the Redhill Valley Parkway and the Lincoln Alexander Parkway lead to Mud Street at Winterbury Drive; and

Whereas there are no sound barriers on the north side of Mud Street to just west of Paramount Alliance Church;

Therefore be it Resolved:

That staff be directed to do a feasibility study of installing sound barriers in this area and report back to the Public Works Committee with consideration being given to cost and funding sources.

The rules of order were waived to allow for the introduction of a Motion respecting a feasibility study for respecting installation of Sound Barriers on the North Side of Mud Street.

For disposition on this matter refer to information item (i) (viii).

(k) GENERAL INFORMATION/OTHER BUSINESS (Item 11)

(i) Outstanding Business List (Item 11.1)

(a) The following item was considered complete and removed from the Public Works Committee’s Outstanding Business List:

(i) Item J – Correspondence from John Vesprini, respecting Poor Drainage on Lake Avenue Drive

Council – November 13, 2013
(b) The following proposed New Due Dates were approved:

(i) Item K - Tree health and maintenance in the downtown area
    Current Date - November 18, 2013
    Revised Due Date – December 2, 2013

(ii) Item F - Coordination of street furniture with transit shelter works
    Current Date – November 4, 2013
    Revised Due Date – November 18, 2013

(iii) Item E - Review and Update Option 4 - Strategic Renewal and New Construction Strategy (every five years)
    Current Date – Q1, 2014
    Revised Due Date – Q3, 2014

(iv) Item A - Wentworth Street and Sanford Avenue 2-way Traffic Study
    Current Date - November 18, 2013
    Revised Due Date – December 2, 2013

(v) Item B - Petition from Residents of Sanford Avenue South regarding Traffic Calming Measures
    Current Date - November 18, 2013
    Revised Due Date – December 2, 2013

(I) ADJOURNMENT (Item 13)

There being no further business, the Public Works Committee be adjourned at 12:56 p.m.

Respectfully submitted,

Councillor T. Whitehead, Vice-Chair
Public Works Committee

Andy Grozelle
Legislative Coordinator
Office of the City Clerk
PLANNING COMMITTEE
REPORT 13-017
9:30 am
Tuesday, November 5, 2013
Council Chambers
Hamilton City Hall
71 Main Street West

Present: Councillors J. Farr (Chair), B. Johnson (1st Vice Chair), J. Partridge (2nd Vice Chair), B. Clark, C. Collins, M. Pearson and T. Whitehead

Absent with Regrets: Councillor R. Pasuta – Illness
Councillor L. Ferguson – Vacation

THE PLANNING COMMITTEE PRESENTS REPORT 13-017 AND RESPECTFULLY RECOMMENDS:

1. Hamilton Historical Board Minutes - October 15, 2013

That the Hamilton Historical Board October 15, 2013 minutes be received.

2. Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive (Flamborough) (PED13175) (Ward 15) (Item 6.1)

That Zoning Application ZAR-12-060 by Michael Wortel, Owner, for a change of Zoning from the “R1-6” (Urban Residential (Single Detached)) Zone to an new site-specific “R1-XX” (Urban Residential (Single Detached)) Zone, to permit 3 single detached residential dwellings, on lands located at the south-west corner of Parkside Drive and Braeheid Avenue, known municipally as 176 Parkside Drive (Flamborough), as shown on Appendix “A” to Report PED13175, be DENIED on the following basis:
(a) That the proposed development does not conform to the policies of the former Town of Flamborough Official Plan, and the New Urban Hamilton Official Plan;

(b) That the proposed lot sizes are not compatible with the character of the area;

(c) It represents an over-intensification of development on the subject lands;

(d) Approval of the application would encourage other similar applications which, if approved, would undermine the intent of the Urban Hamilton Official Plan and Zoning By-law.

3. Application for an Amendment to the Town of Flamborough Zoning By-law No. 98-145-Z for Lands Located at 215 Dundas Street East (Flamborough) (PED13177) (Ward 15) (Item 6.2)

That approval be given to Amended Zoning By-law Amendment Application ZAC-12-064, by Branthaven Homes, Owner, for a change in zoning from the Urban Commercial “UC” Zone to the Medium Density Residential “R6-33-H” Zone, Modified, with a Holding Provision, to permit a 58-unit residential development consisting of townhouse and maisonette dwelling units, on lands located at 215 Dundas Street East (Flamborough), as shown on Appendix “A” to Report PED13177, on the following basis:

(a) That the draft By-law, attached as Appendix “B” to Report PED13177, which has been prepared in a form satisfactory to the City Solicitor, be enacted by Council;

(b) That the amending By-law be added to Section 6 of Zoning By-law No. 90-145-Z as “R6-33”;

(c) That the proposed modification in zoning conforms to the Urban Hamilton Official Plan.

4. Community Improvement Plan and Project Area Amendments for Mount Hope (PED11188(c)) (Ward 11) (Item 6.3)

(a) That the Downtown and Community Renewal Community Improvement Project Area By-law be amended to add the Mount Hope Airport Gateway Community Improvement Project Area as set out in the implementing by-law attached as Appendix “A” to Report PED11188(c);
(b) That the Downtown and Community Renewal Community Improvement Plan be amended as set out in the implementing by-law attached as Appendix “B” to Report PED11188(c);

(c) That Appendix “B” to the Downtown and Community Renewal Community Improvement Plan, being the Program Description and Terms of the Hamilton Tax Increment Grant Program, be deleted and replaced respectively with the Program Description and Terms attached as Appendix “C” to Report PED11188(c);

(d) That Appendix “D” to the Downtown and Community Renewal Community Improvement Plan, being the Program Description and Terms of the Commercial Corridor Housing Loan and Grant Program, be deleted and replaced respectively with the Program Description and Terms attached as Appendix “D” to Report PED11188(c);

(e) That Appendix “E” to the Downtown and Community Renewal Community Improvement Plan, being the Program Description and Terms of the Hamilton Heritage Property Grant Program, be deleted and replaced respectively with the Program Description and Terms attached as Appendix “E” to Report PED11188(c);

(f) That Appendix “F” to the Downtown and Community Renewal Community Improvement Plan, being the Program Description and Terms of the Hamilton Downtown Office Tenancy Assistance Program, be deleted and replaced respectively with the Program Description and Terms attached as Appendix “F” to Report PED11188(c);

(g) That Appendix “H” to the Downtown and Community Renewal Community Improvement Plan, being the Program Description and Terms of the Commercial Façade Property Improvement Grant Program, be deleted and replaced respectively with the Program Description and Terms attached as Appendix “G” to Report PED11188(c).

5. **Appeals to the Ontario Municipal Board by Shoppers Drug Mart Limited on the City of Hamilton’s Refusal or Neglect to Adopt Amendments to the Urban Hamilton Official Plan and Hamilton Zoning By-law No. 6593 for Lands Located at 41, 45, 47, 49, 55, 59 Head Street, 22, 24 Dundurn Street North, and 620, 622, 624 King Street West (Hamilton) (PED13178) (Ward 1) (Item 8.1)**

That Report PED13178, Appeals to the Ontario Municipal Board by Shoppers Drug Mart Limited on the City of Hamilton's Refusal or Neglect to Adopt Amendments to the Urban Hamilton Official Plan and Hamilton Zoning By-law
No. 6593 for Lands Located at 41, 45, 47, 49, 55, 59 Head Street, 22, 24 Dundurn Street North, and 620, 622, 624 King Street West, be received.

6. Building Permit Approval and Inspection Service Delivery and Staffing Review (PED13174) (City Wide) (Item 8.2)

(a) That the hiring of five (5) Full-Time Equivalents (FTEs) for the Building Services Division at the cost of approximately $485,000, to address the continued high level of building permit activity, be approved, and funded entirely from the Building Stabilization Reserve with no levy impact;

(b) That the Director of Building Services be permitted to hire and lay off staff, as needed and appropriate, based on levels of Building Permit activity provided that:

(i) Staff hired under this approval shall be funded from the Building Enterprise Model with no impact on the general tax levy;

(ii) That updates on the Building Stabilization Reserve and staff complement changes shall be reported to Committee/Council on an annual basis as part of the Operating Budget cycle.

7. Tow Truck Licensing Sub-Committee – Report 13-002 (Item 8.3)

That Schedule 28 of By-law 07-170, Being a By-law to License and Regulate Various Businesses, be amended by adding a new sub-section identifying the following:

“That the following documents would be accepted by the City as provided by tow operators to the Hamilton Police Service:

• a valid Ontario Ministry of Transportation Safety Certificate;
• a valid Ontario Ministry of Transportation Annual Vehicle Inspection Certificate or a Safety Standards Certificate under the Highway Traffic Act; and
• a Criminal Reference Check.

Where an operator is not under a Hamilton Police Services Tow Contract however, the above exemptions shall not apply and all required documentation must be submitted to the City (no older than 36 days)."
8. Hamilton Municipal Heritage Committee – Report 13-006 (item 8.4)

(a) Appointment of Hamilton Municipal Heritage Committee member to the Hamilton Historical Board.

That Will Rosart be appointed as the Hamilton Municipal Heritage Committee member on the Hamilton Historical Board.

(b) Appointment of Hamilton Municipal Heritage Committee member Joint Plaquing Sub-Committee.

That Will Rosart be appointed as the Hamilton Municipal Heritage Committee member on the Joint Plaquing Sub-Committee.

(c) Hamilton Municipal Heritage Committee Awards Criteria (Item 7.2)

That the Hamilton Municipal Heritage Committee Awards Criteria, attached hereto as Appendix “A”, be approved.

9. 297 Dundas St. East, Waterdown (Item 10.1)

That as a result of a request from the Waterdown Mill St. Heritage Committee and after consultation with the Hamilton Municipal Heritage Committee, that the property at 297 Dundas St. East, Waterdown, is deemed to have cultural heritage value or interest and added to the Municipal Register as a non-designated property.

10. Urban Hamilton Official Plan (UHOP) Proposed Settlement of Part of Appeal by Paletta International Corporation and by Twenty Road East Landowners and Legal Direction (LS13033) (delivered under separate cover) (Item 12.1)

(a) That Report LS13033 remain confidential, but that Appendices “A” and “B”, or those portions of the Appendices as approved, be made public in the event that recommendations contained in Appendices “A” and “B” are agreed to as the position of the City in respect of those matters set out in those Appendices;

(b) That the amendments and modifications described in the recommendations contained in Appendices “A” and “B” to Report LS13033 be approved as the basis of a proposed settlement of those portions of Paletta International Corporation’s appeal and of Twenty Road East Landowner’s appeal of the Urban Hamilton Official Plan as identified in these Appendices;
(c) That the amendments and modifications described in the recommendations contained in Appendices “A” and “B” to Report LS13033 be approved as the City’s position at any OMB hearing on those portions of Paletta International Corporation’s appeal and of Twenty Road East Landowner’s appeal of the Urban Hamilton Official Plan as identified in these Appendices.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

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

PUBLIC HEARINGS AND DELEGATIONS

6.3 Community Improvement Plan and Project Area Amendments for Mount Hope (PED11188(c)) (Ward 11)

   (i) Correspondence from John Holtrop
   (ii) Correspondence from Scott Snider (on behalf of Hotz and Sons Ltd.)

DISCUSSION ITEMS

8.4 Hamilton Municipal Heritage Committee – Report 13-006

NOTICE OF MOTION

10.1 297 Dundas Street East, Waterdown

The Agenda for the November 5, 2013 meeting of the Planning Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

None.
(c) APPROVAL OF MINUTES (Item 3)

(i) October 15, 2013

Item 2 on Page 1 of 16 of Planning Committee Minutes 13-016 should reference in the title Ward 2.

The Minutes of the October 15, 2013 Planning Committee meeting were approved, as amended.

(d) PUBLIC HEARINGS AND DELEGATIONS (Item 6)

(i) Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive (Flamborough) (PED13175) (Ward 15) (Item 6.1)

In accordance with the provision of the Planning Act, Chair J. Farr advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council approves the zoning by-law amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board, and the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Daniel Barnett, Planning Technician, provided overview of the report with the aid of a PowerPoint Presentation. A copy of the presentation has been included in the public record.

The staff presentation respecting Report PED13175, Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive, was received.

Michael Wortel, applicant, provided overview of the report with the aid of a PowerPoint Presentation. A copy of the presentation has been included in the public record.

The staff presentation respecting Report PED13175, Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive, was received.
Public Speakers:

1. Dawn MacNeil – 105 Braeheid Ave., Hamilton, ON L0R 2H5
   
   Ms. MacNeil expressed concerns respecting waste water management.

2. Kathleen Mills – 45 Brian Bvld., Hamilton, ON L0R 2H5
   
   Ms. Mills expressed concerns respecting waste water management.

3. Ken West – 2264 New St., Burlington, ON L7R 1J4
   
   Ms. Mills, on behalf of his daughter, expressed concerns respecting waste water management.

The public presentations respecting Report PED13175, Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive, were received.

The public meeting respecting Report PED13175, Application for Amendment to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 176 Parkside Drive, was closed.

For disposition on this Item, refer to item 2.

(ii) Application for an Amendment to the Town of Flamborough Zoning By-law No. 98-145-Z for Lands Located at 215 Dundas Street East (Flamborough) (PED13177) (Ward 15) (Item 6.2)

In accordance with the provision of the Planning Act, Chair J. Farr advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council approves the zoning by-law amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board, and the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Tim Lee, Planner, provided an overview of the report with the aid of a PowerPoint Presentation. A copy of the presentation has been included in the public record.
The staff presentation respecting Report PED13177, Application for an Amendment to the Town of Flamborough Zoning By-law No. 98-145-Z for Lands Located at 215 Dundas Street East, was received.

James Webb, agent on behalf of the applicant, expressed full agreement and full support of the recommendations. He also expressed that the drainage is an existing problem and the applicant wishes to be part of the solution.

The agent’s presentation respecting Report PED13177, Application for an Amendment to the Town of Flamborough Zoning By-law No. 98-145-Z for Lands Located at 215 Dundas Street East, was received.

Public Speakers:

1. John Myers – 8 Culotta Dr., Hamilton, ON L0R 2H6

Mr. Myers, on behalf of the residents outlined in the letter which is included in the staff report, expressed concerns respecting the swale and flow of water drainage from other properties and developments.

The public presentation respecting Report PED13177, Application for an Amendment to the Town of Flamborough Zoning By-law No. 98-145-Z for Lands Located at 215 Dundas Street East, was received.

The public meeting respecting Report PED13177, Application for an Amendment to the Town of Flamborough Zoning By-law No. 98-145-Z for Lands Located at 215 Dundas Street East, was closed.

For disposition on this Item, refer to item 3.

(iii) **Community Improvement Plan and Project Area Amendments for Mount Hope (PED11188(c)) (Ward 11) (Item 6.3)**

(i) Correspondence from John Holtrop

(ii) Correspondence from Scott Snider (on behalf of Hotz and Sons Ltd.)

In accordance with the provision of the Planning Act, Chair J. Farr advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council approves the community improvement plan and project area amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton.
Hamilton to the Ontario Municipal Board, and the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Alan Waterfield, Senior Planner, provided a brief overview of the report with the aid of a PowerPoint Presentation. A copy of the presentation has been included in the public record.

The staff presentation respecting PED11188(c), Community Improvement Plan and Project Area Amendments for Mount Hope, was received.

Public Speakers:

1. Wayne Juniper – 9566 Airport Rd., Box 144, Hamilton, ON L0R 1W0

   Mr. Juniper expressed support for the Community Improvement Plan and Project Area Amendments of Mount Hope.

The public presentations respecting PED11188(c), Community Improvement Plan and Project Area Amendments for Mount Hope, was received.

The correspondence respecting PED11188(c), Community Improvement Plan and Project Area Amendments for Mount Hope, was received.

The public meeting respecting PED11188(c), Community Improvement Plan and Project Area Amendments for Mount Hope, was closed.

For disposition on this Item, refer to item 4.

(e) NOTICES OF MOTION (Item 10)

Councillor Johnson introduced the following Notice of Motion:

(i) 297 Dundas St. East, Waterdown (Item 10.1)

   That as a result of a request from the Waterdown Mill St. Heritage Committee and after consultation with the Hamilton Municipal Heritage Committee, that the property at 297 Dundas St. East, Waterdown, is deemed to have cultural heritage value or interest and added to the Municipal Register as a non-designated property.
The rules were waived in order to allow the introduction of a motion respecting 297 Dundas St. East, Waterdown.

For disposition on this Item, refer to item 9.

(f) GENERAL INFORMATION AND OTHER BUSINESS (Item 11)

(i) Outstanding Business List Amendments (Item 11.1)

The following Outstanding Business List due dates were revised:

(aa) Item E: Racing Pigeons
Current Date: November 5, 2013
New Date: December 3, 2013

(bb) Item Q: Development of an Urban Woodland Conservation By-law
Current Date: November 5, 2013
New Date: December 3, 2013

(cc) Item W: Fifty Road
Current Date: November 5, 2013
New Date: January 2014

(dd) Item AA: Establishment of a Specialized By-law Enforcement Unit (PED13108) (City Wide) (Item 5.1)
Current Date: November 5, 2013
New Date: December 3, 2013

(g) PRIVATE AND CONFIDENTIAL (Item 12)

(i) Urban Hamilton Official Plan (UHOP) Proposed Settlement of Part of Appeal by Paletta International Corporation and by Twenty Road East Landowners and Legal Direction (LS13033) (delivered under separate cover) (Item 12.1)

For disposition on this Item, refer to item 10.

(h) ADJOURNMENT

There being no further business, the Planning Committee adjourned at 11:59 p.m.
Respectfully submitted,

Councillor J. Farr
Chair, Planning Committee

Vanessa Robicheau
Legislative Coordinator
Office of the City Clerk
Who is the Hamilton Municipal Heritage Committee (HMHC)?

- HMHC is an advisory Committee to Hamilton City Council.
- HMHC is comprised of 3 City of Hamilton Councillors and 11 Council appointed, volunteer citizens representing all areas of Hamilton including at least one representative from Ancaster, Dundas, Stoney Creek, Flamborough-Waterdown, Glanbrook and the City at large.
- HMHC advises City staff and City Council on all heritage related matters under Part IV and V of the Ontario Heritage Act. This includes property designations, the maintenance of both a list and Register of properties of cultural heritage value or interest as well as promoting education and public awareness for Hamilton’s heritage.
- HMHC meets once, monthly, on the third Thursday (12pm – 2pm) at Hamilton City Hall.

What is the HMHC Heritage Property Conservation Award?

- This award is presented to property owners demonstrating outstanding contributions to the conservation, restoration, and preservation of Hamilton’s built heritage.
- Established in 2007, the HMHC Heritage Property Conservation Award is an annual award presented to heritage property owners.

Who is eligible for nomination?

- Any heritage property owner who has demonstrated outstanding contributions to the conservation, restoration and preservation of their heritage property.
- The heritage property must be located within the City of Hamilton.
- No preference is given to designated, listed or registered properties.
- No preference is given to a particular type of ownership or use of the property. All property uses are eligible (residential, commercial, institutional, private, public, etc.)
- When applicable, a renting or leasing tenant of a heritage property is also eligible or can be named as a co-recipient along with the property owner. We try to recognize all known parties related to the property’s success.
- Active members of the Hamilton Municipal Heritage Committee and all related Subcommittees are not eligible for an award nomination.
What types of activities qualify for nomination?

Example #1:

A 2012 HMHC “Heritage Property Conservation Award” was presented to Edgewater Manor Restaurant - Owner and Operator, Mr. Peter Trajkovski
Since the early 1920’s the Edgewater Manor has been perched proudly on the shores of Lake Ontario; the dream project for Phillip Reginald Morris, a prominent lawyer and investor in the stock market. With the Stockmarket crash in 1929, the project stopped, leaving the house an empty, unfinished shell, until his son Allen was able to take on the project in 1948. Twenty-three years later, the project was finally completed in 1956, later to be sold as a small apartment building in 1971 and then finally sold to the Trajkovski family. After a careful renovation to fully restore this treasure, the manor was converted into a fine dining restaurant. The Trajkovski Family opened the Edgewater Manor restaurant in August, 1996. Much of the original building still remains, including a mosaic tile floor imported from England and a sweeping marble staircase which was taken from the Toronto Dominion building dating back to the 1800’s. This property owner has lovingly maintained their heritage property while managing it as a successful restaurant and meeting facility.

Example #2:

A 2012 HMHC “Heritage Property Conservation Award” was presented to 1664 Nebo Road, Mount Hope, On – Owners Debbie and Ben Hoeflaak
The Hoeflaak family have owned this property since February 1984. During their ownership significant elements of the home were documented in conjunction with the then LACAC in Glanbrook. These include lathe and plaster interior finishing, original pine and maple floors (from trees harvested on the farm), two original stair cases (on being a 24 foot high winding stair), decorative plaster ceiling medallion. While exterior elements have been updated (shingles, windows, front porch) this work has been done without detracting from the classic farm house style that is found throughout Ontario. The property/house was originally owned by the Smith family who trace their roots in Glanbrook back to the late 18th Century and were original settlers elsewhere in the Township.

Other information:

- Date of Construction: 1860's
- Owner at time of construction: Jacob Smith (descendant of original Jacob Smith).
- The property on which the house sits has been severed from the farm. The farm remains in the Smith family.
- Designated: NO
- This property is a property of heritage interest in Glanbrook
Appendix “A” to Planning Report 13-017

Hamilton Municipal Heritage Committee (HMHC)
Terms of Reference for HMHC Heritage Recognition Award Nominations
Date: July, 3, 2013

How are nominations submitted?
- Nominations can be submitted by members of the Hamilton Municipal Heritage Committee, citizens-at-large or by the heritage property owner(s) themselves.
- Nominations must be received by September 1st of each year to allow for sufficient time to review each nomination and prepare a formal recommendation to Council. Please note that HMHC reserves the right to hold all nominations received after the deadline for review the following year.
- Public nominations should include the following:
  a) Contact information for the Nominator;
  b) Complete contact information for the property owner (and/or tenant where applicable);
  c) Name and address of the nominated property;
  d) A description as to how the property owner / tenant has demonstrated outstanding contributions to the conservation, restoration, and preservation of their property; and
  e) Please attach a photo of the property whenever possible.
  f) Letters of support for nominations.

How are recipients selected?
- HMHC and its appropriate subcommittee(s) will review all nominations, including recommendations made by members of HMHC and those provided by the Public and will make a formal recommendation to City of Hamilton Planning Committee for consideration.
- Please note that a nomination does not guarantee an award.
- Only property owners who have demonstrated outstanding contributions to the conservation, restoration, and preservation of their heritage property will be considered.
- Nominations must be endorsed by a motion of Hamilton City Council prior to award, announcement and/or presentation.

Who makes the presentation to recipients?
The Hamilton Municipal Heritage Committee will make a formal presentation to Award Winners at their annual “Heritage Recognition Awards Evening” held during Ontario Heritage Week, in February of each year (or on an appropriately scheduled alternative date). For example; the date of Heritage Week 2014 is February 18-25.

Members of the Hamilton City Council are invited to participate in this event as guest presenters. Attendees also include City Staff, local media and related dignitaries.
All Award Winners are invited to extend an invitation to their family and friends, and when applicable, those who have helped in the conservation, restoration, and preservation of their heritage property (i.e. contractors, craftsmen, design team, etc.)

**Where should public nominations be sent?**
Public nominations should be sent to:

Hamilton Municipal Heritage Committee (HMHC)
Attn: Christopher Newman, Legislative Coordinator
71 Main Street West
First Floor (Office of the City Clerk)
Hamilton City Hall
Hamilton, ON L8P 4Y5
(905) 546-2424 x4102
Fax: (905) 546-2095
Email: christopher.newman@hamilton.ca

**Past recipients of the HMHC Heritage Recognition Awards include:**

1.) The Spa at Ancaster, 343 Wilson Street E., Ancaster, On (2007)
2.) Judy Marsales Real Estate, 263 Locke Street (form. 281 Herkimer St.), Hamilton, On (2008)
3.) Cairn-Gorm Studio Artworks, 2 Hart Street, Dundas, On (2008)
4.) Crozier Residence, 36 Melville Street, Dundas, On (2008)
6.) Old Mill Inn, 548 Old Dundas Road, Ancaster, On (2009)
7.) Victoria Hall, 68 King Street East, Hamilton, On (2009)
8.) Shaver Homestead, 1166 Garner Road West, Ancaster, On (2009)
9.) Nash-Jackson House, Battlefield Park, Stoney Creek, On (2009)
11.) Mark Preece House, 191 Barton Street East, Hamilton, On (2009)
12.) White Brick Church, 99 Garner Road East, Ancaster, On (2010)
13.) Quatrefoil Restaurant, 16 Sydenham Road, Dundas, On (2010)
14.) The Old Wesleyan Methodist Parsonage, 134 Main Street South, Waterdown, On (2010)
15.) The Pearce Residence, 9821 Chippewa Road, Mount Hope, On (2010)
16.) The Old Powerhouse Restaurant, 21 Jones Street, Stoney Creek, On (2010)
17.) Lister Block, 28-44 James Street North, Hamilton, On (2010)
18.) Vicar’s Vice Restaurant, 2251 Rymal Road, Stoney Creek, On (2011)
19.) Hambly House, 170 Longwood Road North, Hamilton, On (2011)
20.) Dundas Business Centre (former Post Office), 104 King St. W., Dundas, On (2011)
21.) 91 John Street S. (former Edwin Pass Watchmaker), Hamilton, On (2011)
22.) St. Thomas Lofts, 40 Flamboro Street, Flamborough, On (2011)
23.) 151 St. Clair Avenue, Hamilton, On (2011)
24.) 118 James Street N. (former Dominion Furniture), Hamilton, On (2011)
26.) Edgewater Manor Restaurant, 518 Fruitland Road, Stoney Creek, On (2012)
28.) Detour Coffee Roasters Café, 41 King Street W., Dundas, On (2012)
Appendix "A" to Planning Report 13-017

Hamilton Municipal Heritage Committee (HMHC)
Terms of Reference for HMHC Heritage Recognition Award Nominations
Date: July 3, 2013

29.) Dundas Valley School of Art, 21 Ogilvie Street, Dundas, On (2012)
30.) Copps/Smith Residence 63 Cross Street, Dundas, On (2012)
32.) Hoeflaak Residence, 1664 Nebo Road, Mount Hope, On (2012)
33.) First Hamilton Christian Reformed Church, 181 Charlton Avenue, Hamilton, On (2012)

Are there other Heritage Awards Presented by HMHC?
Each year, HMHC members review completed heritage projects and current thematic trends for the opportunity to present specialty heritage recognition awards. For example:

1.) Heritage Property Developer Recognition Award
Recognizing heritage property developers who have demonstrated outstanding contributions to the conservation, restoration and preservation of Hamilton’s built heritage.

Past recipients include:
- Core Urban Inc. – Herkimer Apartments
- Spallacci Group – West Avenue Residences (former West Avenue School c.1855)
- Valvasori Properties – Allenby Lofts (Former Allenby School) and others

2.) Sustainable Design in Heritage Award
For demonstrating outstanding contributions to the conservation, restoration and preservation of Hamilton’s built heritage in a sustainable manner including energy conservation and through the installation of solar panels.

Past recipients include:
- Eco House, operated by Green Venture
  (also known as Glen Manor / Veevers Estate) c. 1850 - designated

3.) Education in Heritage Award
Recognizing the efforts of local historians and educators who have played a significant role in educating people on the conservation, restoration and preservation of Hamilton’s built heritage or who have trained students in conservation, restoration and preservation best-practices.

Past recipients include:
- Shannon Kyles, Professor – Mohawk College Department of Architecture
- John Aikman, Curator and Manger – The Educational Archives and Heritage Centre of Hamilton-Wentworth
- Julian Smith, Executive Director – Willowbank School of Restoration Arts, Queenston, Ontario

Please note that these awards are not presented annually and are subject to change. The terms of these awards are subject to the same general terms of reference as noted above for the HMHC Heritage Property Conservation Awards.
THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 13-023 AND RESPECTFULLY RECOMMENDS:

1. 2015 ISU World Synchronized Skating Championships (Item 6.1)

That staff be directed to continue discussions with Skate Canada to facilitate a partnership toward hosting the 2015 World Synchronized Championships.

2. Social Planning and Research Council Presentation respecting Complete Streets (Item 6.7)

(a) That the Complete Streets Policy for Hamilton prepared by the Social Planning and Research Council, attached hereto as Appendix “A”, be referred to staff for review;

(b) That staff continue to work with the McMaster Institute of Transportation Logistics.

3. Letter of Support from the Durand Neighbourhood Association (Item 7.1a)

That the correspondence from Frances Murray, Secretary, on behalf of the Durand Neighbourhood Association, attached hereto as Appendix “B”, expressing support for the Pedestrian Mobility Plan, be received.
4. Pedestrian Mobility Plan (PW13078) (City Wide) (Outstanding Business List Item) (Item 7.1)

(a) That the City of Hamilton Pedestrian Mobility Plan (PMP), attached as Appendix A to Report PW13078, be approved;

(b) That the General Manager of Public Works be authorized and directed to file the Pedestrian Mobility Plan with the City Clerk for a minimum thirty (30) day public review period;

(c) That the General Manager of Planning and Economic Development be authorized to incorporate the Pedestrian Mobility Plan’s principles and guidelines into the City’s Comprehensive Development Standard regarding the planning and implementation of pedestrian facilities in future developments and subdivisions;

(d) That staff be directed to incorporate the Pedestrian Mobility Plan into the 2014 Development Charges By-Law Study Update;

(e) That the Pedestrian Mobility Plan and the pedestrian “toolbox” be implemented using a process termed “Routine Accommodation”, whereby when streets are reconstructed for infrastructure repair, replacement, upgrades and/or civic streetscape improvements, pedestrian improvements will be incorporated as part of the overall project, understanding that the implementation of a PMP for the City will potentially add approximately 2% to 7% to the costs of each road rehabilitation or expansion project;

5. Pedestrian Signal Program (TOE01010(a)) (City Wide) (Outstanding Business List Item) (Item 8.1)

(a) That the City of Hamilton Intersection Pedestrian and Mid-block Traffic Signals Policy (Report TOE01010) be replaced with the Pedestrian Signal Program Policy attached hereto as Appendix “C”;

(b) That the General Manager of Public Works be authorized and directed to file Pedestrian Signal Program Report TOE01010(a) with the City Clerk for a minimum thirty (30) day public review period;

(c) That Council authorize the General Manager of Public Works to approach the Ministry of Transportation (MTO) to participate in a pilot study for “Courtesy Crossings” applications in Hamilton;
(d) That participation in a minimum two (2) year “Courtesy Crossing” pilot be implemented with funds from the Hamilton Strategic Road Safety Program (HSRSP) not to exceed $200,000;

(e) That staff report back annually to General Issues Committee (GIC) on the proposed strategy and progress of the “Courtesy Crossings” Pilot for the City of Hamilton.

**Item 6 was amended by the addition of sub-section (c):**

6. Traffic Calming/Management Policy Update (PW07150(a)) (City Wide) (Item 8.2)

(a) That the Traffic Calming/Management Policy dated November 2013, attached hereto as Appendix “D”, replace the City’s 2007 Traffic Calming/Management Policy;

(b) That the General Manager of Public Works be authorized and directed to file Traffic Calming/Management Policy Update Report PW07150(a) with the City Clerk for a minimum thirty (30) day public review period;

(c) That staff report back to the General Issues Committee on the experience in implementing the Traffic Calming/Management Policy in January, 2015.

7. Amendment to the Highway Traffic Act (New Business) (No Copy)

Whereas the vast majority of Canadian Provinces recognize pedestrians as having the right-of-way;

And Whereas the purpose of right-of-way legislation for pedestrians would assist in creating a complete streets environment.

Therefore Be It Resolved:

That the City of Hamilton request that the Province of Ontario amend the Highway Traffic Act in an attempt to assist the facilitation of the complete streets initiative.

8. Debt Management Policy and Lease Financing Policy (FCS13074) (City Wide) (Item 8.3)

(a) That the Debt Management Policy, attached hereto as Appendix “E”, be approved;
(b) That the City of Hamilton Lease Financing Policy (which was approved by Council on February 25, 2004) be deleted and replaced with the Lease Financing Policy, attached hereto as Appendix “F”.

(c) That the Lease Financing Policy be forwarded to the Hamilton Police Services Board and the Hamilton Public Library Board for information.

9. **2017 Sesquicentennial Steering Committee Terms of Reference (PED13171) (City Wide) (Item 8.4)**

(a) That the Terms of Reference for the 2017 Sesquicentennial Steering Committee, attached hereto as Appendix “G”, be approved;

(b) That funding to an upset limit of $25,000 to support the Sesquicentennial Steering Committee in its work to develop a Sesquicentennial Strategy be referred to the 2014 Capital Budget process.


(i) **Task Force Strategic Planning Exercise**

That Economic Development & Planning staff be directed to report to the next Task Force Committee meeting with options for facilitating a Strategic Planning Exercise with the Task Force on Cleanliness and Security in the Downtown

(ii) **Weed Control Measures in Sidewalk Cracks in the Core Downtown Area**

That staff be directed to report to the Task Force on Cleanliness and Security in the Downtown Core respecting weeds in sidewalk cracks in the Core Downtown area and to include details respecting treatment options and responsibilities.

11. **2014 Council/Committee Meeting Schedule (Item 9.1)**

That the 2014 Council/Committee Calendar attached hereto as Appendix “H”, be approved.
12. **Development of a New Long-Term Federal Plan to Fix Canada’s Housing Crunch (Item 10.2)**

Whereas a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens;

And Whereas the high cost of housing is the most urgent financial issue facing Canadians, with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over $1.1 trillion;

And Whereas housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians’ personal financial security, while putting our national economy at risk;

And Whereas those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity;

And Whereas an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while $1.7 billion annually in federal investments in social housing have begun to expire;

And Whereas the stakes are especially high for Ontario’s municipal governments as housing responsibilities have already been downloaded (unlike other provinces and territories) and this is not sustainable on the property tax base;

And Whereas the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada’s Housing Crunch," calling on the Federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada’s housing future;

And Whereas FCM has asked its member municipalities to pass a Council resolution supporting the campaign;

And Whereas our community has continuing housing needs, such as the current wait list for social housing of 5,709 households as of September 2013 and the associated costs, that can only be met through the kind of long-term planning and investment made possible by federal leadership.
Therefore Be It Resolved:

(a) That Council endorse the Federation of Municipalities’ (FCM) housing campaign and urge the Minister of Employment and Social Development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of $1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians;

(b) That a copy of this resolution be sent to Ontario's Minister of Municipal Affairs and Housing, the Federation of Canadian Municipalities, the Association of Municipalities of Ontario and the local M.P.s and M.P.P.s.

13. City Facility Rental Fees for 2014 Winterfest Event Organizers (New Business) (No Copy)

WHEREAS Winterfest is a community-driven event that is facilitated by the City of Hamilton;

And Whereas community Winterfest event organizers are mostly volunteers with access to minimal budgets;

And Whereas the City wants to encourage broad community participation in Winterfest;

And Whereas City staff is developing a policy that in future years will assist community event organizers to access City facilities affordably.

Therefore Be It Resolved:

That all City facility rental fees for community Winterfest event organizers be waived for 2014.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised of the following changes:
ADDED DELEGATION REQUEST

For Future Meeting

4.6  Request from Simon Kiss, Wilfred Laurier University, to appear before the Committee “to address the pending motion by Councillor Clark to hold a referendum on municipal fluoridation"

4.7  Request from Ken Seville, on behalf of “Citizen Engagement Initiative Convening Table” to appear before the Committee on November 20, 2013 to provide an update on the work being done

4.8  Request from Mark Runciman, Royal Botanical Gardens, to present plans of the Rock Garden Rejuvenation Project

For Today’s Meeting

4.9  Request from Justin Jones, on behalf of “Yes We Cannon”, to speak in support of the Pedestrian Mobility Plan and a Complete Streets Policy for Hamilton

4.10 Request from Ken Bellevance to speak to disability issues

4.11 Request from Sara Mayo, on behalf of the Social Planning and Research Council of Hamilton, to speak about the Pedestrian Master Plan and present a draft Complete Streets Policy for Hamilton

NOTICE OF MOTION

10.2 Development of a New Long-Term Federal Plan to Fix Canada’s Housing Crunch

The agenda for the October 16, 2013 meeting of the General Issues Committee was approved as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

None

(c) APPROVAL OF PREVIOUS MINUTES (Item 3.1)

The Minutes of the General Issues Committee Meetings held on October 16 and 18, 2013 were approved as presented.
(d) **DELEGATION REQUESTS**

(i) The following delegation requests were approved:

(aa) Tim Potocic of Sonic Unyon to appear before the Committee on December 4, 2013 respecting the Arts Funding Task Force Report (Item 4.1)

(bb) Louise Dompierre, President and CEO, Art Gallery of Hamilton, to provide an update on the Art Gallery of Hamilton Building Project (Item 4.2)

(dd) Steve Featherstone, Reptile Camp, respecting an amendment to the “Responsible Animal Ownership By-law” (Item 4.4)

(ee) Paul Goulet, Little Ray’s Reptile Zoo and Nature Centre – Hamilton, respecting an amendment to the “Responsible Animal Ownership By-law” (Item 4.5)

The Motion to approve delegation requests (dd) and (ee) CARRIED on the following recorded vote:

**Yeas:** Johnson, Powers, Jackson, Duvall, Collins, Merulla, Farr  
Total Yeas: 7

**Nays:** Bratina, Clark, Pearson, Partridge, McHattie  
Total Nays: 5

**Absent:** Morelli, Whitehead, Pasuta, Ferguson  
Total Absent: 4

(ff) Simon Kiss, Wilfred Laurier University, “to address the pending motion by Councillor Clark to hold a referendum on municipal fluoridation” (Item 4.7)

(gg) Ken Seville to provide an update respecting the “Citizen Engagement Initiative”

(hh) Mark Runciman, Royal Botanical Gardens, to present plans of the Rock Garden Rejuvenation Project

(ii) John Hawker and Robin McKee, on behalf of the Sir John A. Macdonald Society (Hamilton), were approved to appear before the Committee to provide an update respecting work in progress for the City’s 48th Celebration of Sir John A. Macdonald’s Birthday and the rules of order were waived to allow the delegation to speak at today’s meeting (Item 4.3).
(iii) Justin Jones, on behalf of “Yes We Cannon”, was approved to appear before the Committee to speak in support of the Pedestrian Mobility Plan and a Complete Streets Policy for Hamilton, and the rules of order were waived to allow Mr. Jones to speak at today’s meeting.

(iv) Ken Bellavance was approved to appear before the Committee to speak to disability issues, and the rules of order were waived to allow Mr. Bellavance to speak at today’s meeting.

(v) Sara Mayo, on behalf of the Social Planning and Research Council of Hamilton, was approved to appear before the Committee to speak about the Pedestrian Master Plan and present a draft Complete Streets Policy for Hamilton, and the rules of order were waived to allow Mr. Jones to speak at today’s meeting.

(e) **CONSENT ITEMS**

(i) **Minutes of Various Sub-Committees**

The following Minutes were received for information:

(aa) Advisory Committee for Persons with Disabilities – September 10, 2013

(bb) Business Improvement Area Advisory Committee – September 10, 2013

(f) **PUBLIC HEARINGS/DELEGATIONS**

(i) Jackie Stell-Buckingham, Director of Events, Skate Canada, and Project Director for the 2015 ISU World Synchronized Skating Championships, and Debbi Wilkes, Director of Business Development, Skate Canada, to provide an overview of plans for the 2015 ISU Championships to be hosted at Copps Coliseum, Hamilton (Item 6.1)

Jackie Stell-Buckingham, Director of Events, Skate Canada, and Project Director for the 2015 ISU World Synchronized Skating Championships, and Debbi Wilkes, Director of Business Development, Skate Canada, thanked the Committee for the opportunity to provide an overview of plans for the 2015 ISU Championships to be hosted at Copps Coliseum.

With the assistance of a PowerPoint presentation, the delegation spoke to the following:

- What are the ISU World Synchronized Skating Championships
- What to expect
• Benefits to Hamilton as host – economic impact, worldwide media exposure during the event, goal

The Committee was also shown a promotional video and an invitation was extended to the Mayor and members of Council to attend the event in 2015.

A copy of the PowerPoint presentation is available for viewing on the City of Hamilton website.

The presentation respecting the 2015 ISU World Synchronized Skating Championship was received.

(ii) **Tim Potocic, Supercrawl Productions, to present results and findings of 2013 Supercrawl Event (Item 6.2)**

Tim Potocic and Mark Milne, Board Member, Supercrawl Productions, appeared before the Committee in response to a resolution of Council to report back to the Committee following the 2013 Supercrawl event.

With the assistance of a PowerPoint presentation, Mr. Potocic spoke to the following issues:

• Attendee Survey Results
  • Survey Notes
  • Gender and Age
  • Attendee Origin
  • Transportation to Supercrawl
  • Promotion and Event Awareness
  • Satisfaction
  • Attractions and Spending
  • Additional Comments from Respondents
  • Comparisons to 2012 Survey
• Economic Impact of Supercrawl 2013 in Hamilton in 2013
• Engagement Overview

The presentation from Tim Potocic of Supercrawl Productions respecting the 2013 Supercrawl event was received.

Staff was directed to investigate the feasibility of expanding future Supercrawl events to include Gage Park and report back to the General Issues Committee.
(iii) John Hawker and Robin McKee, on behalf of the Sir John A. Macdonald Society (Hamilton), be permitted to appear before the Committee to provide an update respecting work in progress for the City’s 48th Celebration of Sir John A. Macdonald’s Birthday (Item 4.3/6.4)

Robin McKee and John Hawker appeared before the Committee to request the City’s support for the grant proposal in the amount of $2,000 that is being put forward for the 2015 Bicentennial Party for Sir John A. Macdonald.

The Committee was distributed with a prototype Newsletter of The Sir John A. Macdonald Society of Hamilton, October 2013, a copy of which can be viewed on the City of Hamilton website.

The Committee was also distributed with a program for the 2013 Remembrance Day Ceremony that is scheduled at the Hamilton Municipal Cemetery on York Blvd.

The presentation from Robin McKee and John Hawker providing an update respecting work in progress for the City’s 48th Celebration of Sir John A. Macdonald’s Birthday was received.

The proposal respecting the 2015 Bicentennial Birthday of Sir John A. Macdonald was referred to staff of Tourism and Culture for appropriate action.

(iv) Dave Stephens, on behalf of Jamesville Hub, respecting “the complete streets initiative for a safe and healthier environment” (Item 6.3)

Dave Stephens appeared before the Committee on behalf of the Jamesville Hub to speak to the issue of the complete streets initiative.

With the assistance of a PowerPoint presentation, Mr. Stephens showed photographs of how having complete streets would help to renew the vibrancy of the downtown core. The Committee was distributed with a “Complete Streets Fact Sheet”

A copy of the PowerPoint presentation and the Fact Sheet can be viewed on the City of Hamilton website.

The presentation from Dave Stephens on behalf of Jamesville Hub respecting the complete streets initiative was received.
(v) Justin Jones, on behalf of “Yes We Cannon”, to speak in support of the Pedestrian Mobility Plan and a Complete Streets Policy for Hamilton (Item 4.9/6.5)

Justin Jones appeared before the Committee to commend the staff report and to speak in support of the Pedestrian Mobility Plan.

The presentation from Justin Jones, on behalf of “Yes We Cannon”, respecting the Pedestrian Mobility Plan, was received.

(vi) Ken Bellavance, to speak to Disability Issues (Item 4.10/6.6)

Ken Bellavance appeared before the Committee to speak to disability issues. As a disabled person, Mr. Bellavance spoke to the challenges that he and others face on a day-to-day basis. Mr. Bellavance stated that he has spoken to various people in the City, but it seems like he can’t get anyone to listen. Hopefully with his presentation today, the Committee will have a better understanding.

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

- One in seven people in Canada has a disability in one way or another
- Of all who are disabled, focus seems to be on those in wheelchairs or scooters
- Individuals who have an electronic device can get around much easier than he can
- Mr. Bellavance is considered totally disabled and has multiple other medical issues besides limited mobility
- Walking up and down a ramp is very difficult
- Made some suggestions of ways that mobility could be made easier, such as providing more benches so people could take a rest while going from Point A to Point B, install a pole at crosswalks to make it easier for people to step down off the curb.

Chair Jackson suggested that Mr. Bellavance may wish to attend meetings of the Seniors Advisory Committee and/or the Advisory Committee for Persons with Disabilities as both of these groups deal with the issues that Mr. Bellavance is speaking of.

The presentation from Ken Bellavance with respect to disabilities issues was received.
(vii) Sara Mayo, on behalf of the Social Planning and Research Council of Hamilton, to speak about the Pedestrian Mobility Plan and present a draft Complete Streets Policy for Hamilton (Item 4.11/6.7)

Sara Mayo, on behalf of the Social Planning and Research Council of Hamilton, appeared before the Committee to provide a preview of new data that supports the need for a mobility plan, and reasons why the City still needs a Complete Streets policy.

Ms. Mayo requested that the draft Complete Streets Policy prepared by the Social Planning and Research Council of Hamilton be referred to staff for review.

The Committee was distributed with the presentation material, which is available for viewing on the City of Hamilton website.

The presentation from Sara Mayo on behalf of the Social Planning and Research Council of Hamilton, respecting the Pedestrian Mobility Plan, was received.

See Item 2 for the disposition of this item.

(g) PRESENTATIONS

(i) Pedestrian Mobility Plan (PW13078) (City Wide) (Outstanding Business List Item) (Item 7.1)

Don Hull provided opening remarks and introduced Glenn O’Connor, Principal of G. O’Connor Consultants Inc., and Steve Molloy, Project Manager, Transportation Master Plan Implementation, who will be providing presentations respecting the Pedestrian Mobility Plan.

With the assistance of a PowerPoint presentation, Mr. O’Connor spoke to the following:

- Acknowledged Consulting Team members, including G. O’Connor Consultants Inc., Project Co-Lead (Burlington); CIMA+, Project Co-Lead (Burlington); McKibbon Wakefield Inc. (Burlington); Toole Dsign Group (Seattle); and DMD & Associates (Vancouver)
- Learning outcomes
- Hamilton’s commitment to improved mobility
- Step Forward – Purpose
- Significant public input/consultation process
- Community walk survey results and comment density
- Top six (6) things public told us…
- Location of pedestrian-involved collisions
- Development patters – context areas
• Context area map – existing conditions
• Paradigm shift – A New Pedestrian Approach
• Routine accommodation – decision making
• Application of evidence-based design
• Policy and evidence-based practice, policy and design
• Evaluation of toolbox solutions
• Potential toolbox solutions
• Summary/Conclusion

With the assistance of a PowerPoint presentation, Steve Molloy spoke to the following:

Pedestrian Mobility Plan (Item 7.1)
• Report contributors
• Outline: purpose, underlying principles
• Background
• Current activity “snapshot” data
• Current strategic initiatives
• Plan purpose
• Plan vision
• Plan Public Consultation
• What the Public told us
• The Plan is only the beginning
• Context-Sensitive Planning
• Along the street solutions
• Crossing the street solutions
• We are already doing it
• Planning for pedestrians with the right-of-way space
• Sidewalk versus clear zone
• Pedestrian clear zone
• Future initiatives: Recommended minimum clear widths
• Future initiatives: New construction & redevelopment
• Return on investments: Health, social, environmental and economic benefits
• Cost recovery mechanism
• Future initiatives
• Recommendations.

Traffic Calming/Management Program (Item 8.2)
• Traffic Calming Program
• Traffic Calming/Management Program recommendation

Pedestrian Signal Program (Item 8.1)
• Recommendations
• Highlights
The presentation by Greg O’Connor and Steve Molloy respecting the Pedestrian Mobility Plan was received.

In addition to the recommendations approved in Report PW13078 as outlined in Item 4, staff was directed to report back to General Issues Committee on opportunities to consolidate existing committees that have similar mandates and terms of reference to create a Mobility Committee for 2015.

(h) DISCUSSION ITEMS

(i) Pedestrian Signal Program (TOE01010(a)) (City Wide) (Outstanding Business List Item) (Item 8.1)

The following was added as sub-section (b) and the balance of the sub-sections re-numbered accordingly:

(b) That the General Manager of Public Works be authorized and directed to file Pedestrian Signal Program Report TOE01010(a) with the City Clerk for a minimum thirty (30) day public review period.

The Amendment CARRIED and the Main Motion, as amended, CARRIED.

(ii) Traffic Calming/Management Policy Update (PW07150(a)) (City Wide) (Item 8.2)

The following was added as sub-section (b):

(b) That the General Manager of Public Works be authorized and directed to file Traffic Calming/Management Policy Update Report PW07150(a) with the City Clerk for a minimum thirty (30) day public review period.

The Amendment CARRIED and the Main Motion, as amended, CARRIED.

(i) MOTIONS

(i) Amendment to the Highway Traffic Act

The rules of order were waived to allow for the introduction of a motion respecting “Amendment to the Highway Traffic Act”

See Item 7 for the disposition of this item.
(ii) **City Facility Rental Fees for 2014 Winterfest Event Organizers**

The rules of order were waived to allow for the introduction of a motion respecting “City Facility Rental Fees for 2014 Winterfest Event Organizers”.

See Item 13 for the disposition of this item.

(j) **NOTICE OF MOTION**

Councillor B. Clark put the following Notice of Motion forward:

(i) **Question to Electors on the 2014 Municipal Election Ballot respecting Fluoridation of Water Supply (Item 10.1)**

(a) That Council pass a by-law to submit the following question to the electors of the City of Hamilton at the October 27, 2014 Municipal Election:

   “Are you in favour of continuing fluoridation of the public water supply of the City of Hamilton?”;

(b) That the question be submitted in accordance with the Fluoridation Act and Municipal Elections Act, 1996.

In the absence of Councillor S. Duvall, Councillor B. McHattie put the following Notice of Motion forward:

(ii) **Development of a New Long-Term Federal Plan to Fix Canada’s Housing Crunch (Item 10.2)**

Whereas a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens;

And Whereas the high cost of housing is the most urgent financial issue facing Canadians, with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over $1.1 trillion;

And Whereas housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians’ personal financial security, while putting our national economy at risk;

And Whereas those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity;
And Whereas an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while $1.7 billion annually in federal investments in social housing have begun to expire;

And Whereas the stakes are especially high for Ontario’s municipal governments as housing responsibilities have already been downloaded (unlike other provinces and territories) and this is not sustainable on the property tax base;

And Whereas the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada’s Housing Crunch," calling on the Federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada’s housing future;

And Whereas FCM has asked its member municipalities to pass a Council resolution supporting the campaign;

And Whereas our community has continuing housing needs, such as the current wait list for social housing of 5,709 households as of September 2013 and the associated costs, that can only be met through the kind of long-term planning and investment made possible by federal leadership.

Therefore Be It Resolved:

(a) That Council endorse the Federation of Municipalities’ (FCM) housing campaign and urge the Minister of Employment and Social Development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of $1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians;

(b) That a copy of this resolution be sent to Ontario’s Minister of Municipal Affairs and Housing, the Federation of Canadian Municipalities, the Association of Municipalities of Ontario and the local M.P.s and M.P.P.s.

The rules of order were suspended in order to allow for the introduction of a motion respecting “Development of a New Long-Term Federal Plan to Fix Canada’s Housing Crunch”.

See Item 12 for the disposition of this matter.
(k) GENERAL INFORMATION/OTHER BUSINESS (Item 11.1)

(i) Outstanding Business Items List

(aa) Revised Due Dates

The due dates for the following items on the Outstanding Business List were revised as follows:

Item G: Removal of Fill from toxic contaminated site at Hamilton Airport
Due Date: November 6, 2013
Revised Due Date: February 2014

Item I: HPS Forensic Building
Due Date: Q4 2013
Revised Due Date: Q1 2014

Item Y: Citizens’ Committee Report on Farmers’ Market White Paper
Due Date: November 6, 2013
Revised Due Date: January 15, 2014

Item DD: ACPD Report 13-003 – Transportation Subcommittee Report
Due Date: November 6, 2013
Revised Due Date: December 4, 2013

(bb) Item to be transferred to another Standing Committee

Item NN: Reduction in Greenhouse Gas and Energy
To be transferred to the Public Works Committee

(cc) Items to be removed from the Outstanding Business List

The following items were removed from the Outstanding Business List:

Item KK: 2017 Sesquicentennial Committee (Item 8.4)

Item OO: Pedestrian Mobility Plan (Item 7.1)

Item PP: Installation Policy for Intersection and Mid-Block Pedestrian Signals (Item 8.1)
(l) PRIVATE & CONFIDENTIAL

The Committee moved into closed session at 1:00 p.m. pursuant to sub-sections 8.1(b) and (c) of the City’s Procedural By-law and Section 239.2 of the Municipal Act as the subject matters pertain to:

(i) Personal matters about identifiable individuals, including municipal or local board employees, respecting the on-going investigation of City employees (Item 12.2)

(ii) A proposed or pending acquisition or disposition of land by the municipality or local board respecting a real estate matter regarding 64 Melrose Avenue North (Item 12.1)

The Committee reconvened in Open Session.

12.1 Real Estate Matter regarding 64 Melrose Avenue North (No copy) (Ward 3 with City Wide Implications)

Direction provided in Camera

12.2 Verbal Update – On-going Investigation respecting City Employee(s)

No action to be reported.

(m) PRODEDURAL MATTERS

The Committee moved into Closed Session at 1:00 p.m. to entertain the Private and Confidential matters on the agenda and reconvened to continue the business on the agenda at 3:25 p.m.

(n) ADJOURNMENT

There being no further business, the Committee adjourned at 3:56 p.m.

CARRIED

Respectfully submitted

Councillor T. Jackson
Deputy Mayor

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk

Council – November 13, 2013
COMPLETE STREETS POLICY FOR HAMILTON

Submitted to Hamilton City Council General Issues Committee, November 6 2013

Prepared by the Social Planning and Research Council of Hamilton
Contact info: Sara Mayo smayo@sprc.hamilton.on.ca or 905-522-1148 ext. 310

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PART I: INTRODUCTION

1. Definition
   a) Complete streets are designed to be safe, convenient and comfortable for every user, regardless of transportation mode, physical ability or age.
   Taken from: Transport Canada http://www.tc.gc.ca/eng/programs/environment-utsp-casestudy-cs72e-completestreets-812.htm

2. Context
   a) Through this policy Hamilton will join over 500 communities in North America who are using Complete Streets policies to improve livability and quality of life for all residents.

3. Purpose
   a) The City of Hamilton intends and expects to realize long-term cost savings in improved public health, better environmental stewardship, reduced fuel consumption, and reduced lifecycle costs of motor vehicle infrastructure through the implementation of this Complete Streets policy. Complete Streets also contribute to walkable neighborhoods, which can foster interaction, strengthen street-level retail business, create a sense of community pride, and increase safety for all residents. In addition, Complete Streets will contribute to reducing health disparities between Hamilton’s high, medium and low income neighbourhoods.
   Adapted in part from: City of Northfield http://www.ci.northfield.mn.us/index.aspx?NID=732

4. Supportive Vision, Values, Strategic Priorities and Policies
   a) This policy is an important tool for the City to realize its vision of becoming the best place in Canada to raise a child, promote innovation, engage citizens and provide diverse economic opportunities.
   b) The elements of this policy correspond to many of the City’s values in its strategic plan such as: Accountability, Cost Consciousness, Equity and Excellence.
   c) This policy will help to achieve the City’s Strategic Priority #1: A Prosperous and Healthy Community.
   d) This policy will help to attain the City’s Vision 2020’s transportation goals and will help to implement policy goals set out in section 4.0 Integrated Transportation Network in the City of Hamilton’s Urban Official Plan (not yet in force).
e) This policy will also help the City to achieve goals in the province’s growth management plans, policies and legislation. Some parts of the implementation of this Complete Streets policy will be enhanced by land use changes as set out in the Urban Official Plan, such as the creation of Complete Communities.

f) This policy would help achieve the Urban Official Plan’s and Transportation Master Plans objectives of a balanced transportation network.

PART II: PRINCIPLES

5. Objectives

a. The City of Hamilton shall scope, plan, design, fund, construct, operate, and maintain all City streets to provide a comprehensive and integrated network of facilities that are safe and convenient for all users of the transportation system, including pedestrians, persons using mobility aids, cyclists, public transit users and vehicles, motorists, freight providers, emergency responders, and adjacent land users.

Adapted from: Cities of Birmingham and Indiana, and Bloomington-Monroe County Metropolitan Planning Organization. http://bloomington.in.gov/media/media/application/pdf/4425.pdf

b. The implementation of Complete Streets shall contribute to reducing the social, health and economic impacts of disparities between Hamilton’s neighbourhoods. Making streets safe and convenient for walking, riding a bike or taking transit helps families save money on transportation and relieve strained budgets. The implementation of Complete Streets shall be used as a key strategy to reduce health inequities by contributing to reducing air pollution, motor-vehicle accidents, and rates of chronic diseases in Hamilton’s lowest income neighbourhoods.

Adapted in part from: Complete Streets Mean Equitable Streets, factsheet published by the National Complete Streets Coalition http://www.smartgrowthamerica.org/documents/cs/factsheets/cs-equity.pdf

c. Safety shall be achieved by street design that ensures fewer cars drive above the speed limit and well-designed intersections that demonstrate Hamilton’s commitment to becoming a pedestrian-friendly community, among other methods. Particular attention shall be paid to improving safety on school routes and around schools, to ensure more students and parents feel it is safe and convenient to walk, bike, or skate to school.

Adapted in small part from: Boston Complete Streets Guidelines
d. The conversion of currently one-way streets to two-way streets shall be investigated for streets in the lower city in particular. Conversion to complete two-way street will be implemented where it would achieve a higher level of safety and convenience for all users than conversion to complete one-way street. The additional benefits of complete two-way streets for retail stores and way-finding will also be considered.

e. Allocation of public resources for the design, construction, redevelopment and maintenance of streets shall balance the following objectives:
   a. Cost effective mobility
   b. User convenience and comfort
   c. Overall accessibility
   d. Safety and security
   e. Fairness for non-drivers
   f. Local economic development


f. Engagement with residents shall be valued in the implementation of this policy. Local projects that can demonstrate the impact of small scale improvements on safety and convenience, or that can be used to evaluate new approaches to street design, will be welcomed as opportunities to show that City is reacting to neighbourhood traffic concerns in a constructive fashion.

6. Funding
   a. The City of Hamilton roads and transit budgets shall reflect the needs of all street users and shift funding priorities to measures that achieve the goals of this Complete Streets policy, including among other measures:
      • Wider sidewalks, intersection improvements to increase pedestrian safety and additional mid-block crossings for pedestrians;
      • Accelerated implementation of cycling network;
      • Enhanced transit service, frequency and network.
b. The process to select projects for capital funding shall include additional points for projects that would increase connectivity and safety for all users of the transportation network.

PART III: IMPLEMENTATION

7. Operation
The City views Complete Streets as integral to everyday transportation decision-making practices and processes. To this end:
Adapted from: City of Indianapolis http://www.indy.gov/eGov/Council/Proposals/Documents/2012/PROP12-208.pdf

a. Complete Streets across Hamilton will be achieved incrementally over time through a combination of:
• Street design and construction in new residential neighbourhoods and road developments, including roads and parking lots built by private developers.
• Single road reconstruction/retrofit projects.
• A series of smaller improvements or maintenance activities.
Adapted in part from: City of Seattle http://www.seattle.gov/transportation/completeStreets.htm

b. All forms of travel shall be accommodated while recognizing that all streets are different and that the needs of various users will need to be balanced in a flexible manner, provided that a comparable level of safety for all users is present. The balance between the needs of users shall not be based on current ratios of users travelling on roadway, but instead on the assumption that a greater variety of users will travel on roadway if it was designed in a safe and convenient manner for all users.
Adapted in part from: City of Rochester, Minnesota http://www.co.olmsted.mn.us/planning/programs_projects/ActiveLiving/Documents/CompleteStreetsResolution.pdf

c. Complete streets principles shall be applied in due consideration of the urban, suburban, or rural context in which a project is located;

d. The City shall promote inter-departmental project coordination among city departments with an interest in the activities that occur within the public right-of-way
in order to better use fiscal resources, including Planning and Economic Development, Public Health, Public Works and Recreation.


e. All relevant departments will review and revise as necessary their plans, manuals, policies, processes and programs to foster the implementation of Complete Streets and will consider innovative design options where a comparable level of safety for users is present.

Adapted from: Rochester, Minnesota http://www.co.olmsted.mn.us/planning/programs_projects/ActiveLiving/Documents/CompleteStreetsResolution.pdf

f. The Public Works Department, the Planning and Economic Development Department, and other relevant departments will review current design standards, including subdivision regulations that apply to new roadway construction, to ensure that they reflect the best available design guidelines, and effectively implement Complete Streets.

Adapted from: Sample language, Smart Growth America http://www.smartgrowthamerica.org/documents/cs-local-policy-workbook.pdf

g. Appropriate City staff shall be required to keep up-to-date on Complete Street implementation best practices and look for ways to update regulations, procedures and design standards as needed.

h. When available, the City shall encourage staff professional development and training on topics related to complete streets including non-motorized transportation issues through attending conferences, classes, seminars, and workshops.

Adapted from: Sample language, Smart Growth America http://www.smartgrowthamerica.org/documents/cs-local-policy-workbook.pdf

i. When updating guidelines to reflect Complete Streets principles, the Level of Service (LOS) measure, primarily a quantitative measure of the throughput of cars, shall be replaced by measures that include quantitative and qualitative data on service for all users. Two current alternatives are the Complete Streets LOS, and the Quality of Service (QOS) measure.

j. While land-use is not included in this policy, the City shall continue to enhance land use regulations that complement this Complete Streets policy, so that a greater variety of destinations are accessible for pedestrians and cyclists. In particular, the
City shall collaborate with major institutions such as schools, health facilities, and major employers, so that the site selection and design of new facilities is compatible with this policy.

8. Exception mechanism
   a. Any exception to applying this Complete Streets Policy to a specific roadway project, including private roadways, must be approved by the General Issues Committee of City Council, and city staff must document the specific reason and supporting data for the exception. Such documentation shall be publicly available. Exceptions may be made when:
   
   • An affected roadway prohibits, by law, use by specified users, in which case a greater effort shall be made to accommodate those specified users elsewhere, including on roadways that cross or otherwise intersect with the affected roadway; or
   
   • The costs of providing accommodation are excessively disproportionate to the need or probable use; or


• The existing and planned population, employment densities, traffic volumes, or level of transit service around a particular roadway is so low that future expected users of the roadway will not include pedestrians, public transportation, freight vehicles, or bicyclists.

Adapted from: Georgia Department of Transportation http://www.dot.ga.gov/doingbusiness/PoliciesManuals/roads/DesignPolicy/GDOT-DPM-Chap09.pdf


PART IV: MONITORING

9. Progress Reporting and Measures of Success
   a. There shall be an annual Complete Streets report prepared by the City showing progress made in implementing this policy and measuring the success in achieving the policy’s desired outcomes. The report shall include the current status of the following indicators, among others:

   Complete Streets Outputs

   • Linear metres of new pedestrian accommodation
• Kilometres of on-street bicycle facilities
• Number of new or reconstructed curb ramps
• Number of new mid-block intersections or crosswalk improvements
• Number of new street trees/percentage of streets with tree canopy
• Percentage completion of bicycle networks as detailed in Cycling Master Plan
• Total transit stops
• Percentage of transit stops with shelters
• Number of one-way to two-way conversions.

*Complete Streets Outcomes*
• Transportation mode share, including pedestrian and cyclists counts and HSR ridership data.
• Rate of collisions, injuries, and fatalities by mode. Collisions shall be defined to include cyclist or pedestrian injuries due to car doors opening in travel path.
• For at least one street per year, in-depth analysis of change in rate of collisions, injuries, and fatalities by mode with enhanced complete street features.
• Number of intersections where there have been requests for improved accommodations for all users
• Rate of children walking or cycling to school
• Rates of residents walking, cycling, or taking transit to a recreation centre

10. Open Data
a. The City shall make available to residents, using an open-data license, data about our streets including traffic volume data, to help increase citizen engagement and accountability about decisions affecting the public.

11. Complete Streets Advisory Committee
a. A Complete Streets Advisory Committee made up of residents and stakeholder groups shall be created to serve as a resource and a collaborative partner for City elected officials and municipal staff.
November 5, 2013

To: City of Hamilton Clerk

Please be advised that the Durand Neighbourhood Association supports the Pedestrian Mobility Master Plan scheduled for presentation to the GIC on November 6, 2013.

Pedestrian-friendly practices in road design is a top-priority issue for the Durand Neighbourhood Association, and we believe that this plan will bring a renewed focus to design elements for new and existing roads within the City of Hamilton.

Sincerely,

Frances Murray, Secretary

On behalf of

Durand Neighbourhood Association
PURPOSE

1.1 The intent of this policy is to provide the installation criteria for determining when it is appropriate to install traffic signals that are exclusively to assist pedestrians crossing the roadway.

1.2 These signals may be located at an intersection or between intersections. If they are located at an intersection (intersection pedestrian signal – IPS) the signal will consist of red, amber and green signal heads for vehicular traffic on the main street, pedestrian signals for persons crossing the main street and stop signs for the side street traffic.

POLICY USE (Conditions)

2.1 When considering the installation of an intersection or mid-block pedestrian signal, the conditions required must be achieved before a signal is justified or would be recommended.

PEDESTRIAN SIGNAL CONDITIONS

3.1 Pedestrian Volume
Use of one hundred (100) pedestrians within a seven (7) hour period
Revised to:
Use of one hundred (100) pedestrians within an eight (8) hour period
3.2 **Pedestrian Delay**
Average calculated delay based on pedestrian wait time for a gap in traffic and time to cross a roadway based on field data collection

No Change

3.3 **Pedestrian Generators**
n/a

Revised to:
To address latent demand for pedestrians, factors will be applied to locations with land uses within a walkable distance, typically considered to be within 400 metres

3.4 **Traffic Control Spacing**
Minimum spacing between a traffic signal or stop controlled intersection:
1) One hundred and forty (140) metres on a one (1) way roadway
2) Two hundred and fifteen (215) metres on a two (2) way roadway

Revised to:
1) One hundred and forty (140) metres on a one (1) way roadway
2) Two hundred (200) metres on a two (2) way roadway

3.5 **Preventable Collisions**
Average number of preventable collisions over a period of ten (10) years

3.6 **Operating Speed**
Based on posted speed limit and observed speed data.

3.7 **Implementation Programming (City’s Justification System)**
A justification system that determines whether a pedestrian signal is installed or not installed.

Revised to:
The points accumulated through the scoring system will help to maintain a list of locations to assist in prioritizing implementation. This list will be submitted as part of the annual Capital Budget submission for deliberation by Council.

3.8 **Reporting**
n/a

Revised Program:
An annual update will be prepared for Council to report back on implementation progress and the list of outstanding priority locations in the City.
Traffic Calming Program
Proposed

Step 1
Traffic Calming/Management Request
Inform Neighbourhood Association/Community Council and affected Ward Councillor(s)

Step 1a
If road functions as a local or collector road refer to Table A
If road functions as an arterial road refer to Table B

Step 2
Evaluation of Impacts

Step 3
Public Consultation

Step 4
Inform decision, no additional request for a period of 2 years.

Step 5
Program for Implementation

Note: Requests to remove traffic calming measures would be required to follow the same process as above
Procedures
Screening Process – Steps 1 & 2

**Step 1**
Traffic Calming/Management Request

**Step 1a**
Inform Neighbourhood Association/Community Council and affected Ward Councillor

**Step 2**
If road functions as a local or collector roadway refer to Table A

If road functions as an arterial roadway refer to Table B
# Procedures

## Evaluation of Impacts – Step 3

<table>
<thead>
<tr>
<th>Step 3</th>
<th>Data Collection &amp; Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Traffic Volume</strong>&lt;br&gt;1 point for every 200 vehicles per day&lt;br&gt;(Max. 25)</td>
<td><strong>Consider pedestrian and cyclist impacts</strong>&lt;br&gt;(e.g. vicinity to pedestrian/cyclist generators)&lt;br&gt;- 10 points if within 400M of a park, school, or church&lt;br&gt;- 5 points if within 400M of other destinations&lt;br&gt;- 10 points if no sidewalk is present&lt;br&gt;- 5 points if sidewalk is located on only one side of street</td>
</tr>
<tr>
<td><strong>85th Percentile speed above posted</strong>&lt;br&gt;1 point for every km over the posted speed limit (Max. 15)</td>
<td><strong>Gradient is 5% or less</strong></td>
</tr>
<tr>
<td><strong>Cut-through as % of the total volume</strong>&lt;br&gt;1 point for every % above 15% cut-through traffic (Max. 25)</td>
<td><strong>Block length must be min. 150 metres</strong></td>
</tr>
<tr>
<td><strong>Collision History</strong>&lt;br&gt;5 points for every collision in past 3 years&lt;br&gt;(Max. 25 points)</td>
<td><strong>Police, EMS, HSR, PW Operations and other applicable depts. are requested for official responses to each request.</strong></td>
</tr>
</tbody>
</table>

Max. 100 points
Procedures
Public Consultation – Step 4
Implementation & Monitoring – Step 5

Step 4  Summary of Findings & Develop Traffic Calming/Management Plan.
1. Neighbourhood Association/Community Council is informed on findings
2. Residents are mailed plan for support (Public meeting may be necessary if issues unclear)

Survey Response Rate: Min. response Rate = 20% from survey mail-out
A non response will be understood as a yes vote. Voting Results = 50% +1

Step 5  If approved, plan for street is ranked as compared to other streets (equal rankings are prioritized according to date of request)

Step 5a  Monitor measures 6 months to 1-year after implementation and report back to Neighbourhood Association/Community Council and affected ward councillor(s)
DEBT MANAGEMENT POLICY

CITY OF HAMILTON
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I. INTRODUCTION

1.01 Purpose
The Debt Management Policy (the “Debt Policy”) provides guidelines and a framework for the issuance of bonds and other forms of indebtedness for the City of Hamilton (the "City"). The Debt Policy contains written objectives, allowances and restrictions (including applicable statutory requirements) for the debt issuance process and the management of debt.

1.02 Scope
The Debt Policy covers all debt or financial obligations including related agreements and lease financing agreements for capital that are entered into by the City as well as those employees who are responsible for the City’s debt issuance activities. Lease financing agreements entered into by the City must be undertaken in accordance with the City’s Lease Financing Policy as approved by Council (the "Lease Policy").

The City may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work (Municipal Act, 2001, s. 408(2.1)). The types of capital projects are as follows:

• Growth/Development-Charge
Issuance of growth related debt may be undertaken in order to ensure adequate infrastructure or capital, services and resources to support the City’s growth plans. Repayment of this type of debt (principal and interest) shall be recoverable through the City’s development charges (DC).

• Growth/Non-Development-Charge
Other assets or capital works considered to be growth related, but not deemed to be funded through development charges can be funded using debt. This debt would be funded primarily from taxes, water and wastewater user rates and/or reserves.

• Non-Growth Replacement
To the extent practicable, replacement assets as well as regular and/or ongoing capital expenditures will be funded on a “pay as you go” basis through water and wastewater rates, tax levy, user fees and/or reserve monies.

• Non-Growth
The City may also incur debt for other new capital related to the delivery of services that is not considered to be ‘growth’ in nature.
1.03 Definitions

In the Debt Policy, the following terms have the following meanings:

"amortizing debenture": A debenture that has a blended principal and interest payment that is equal in each repayment period.

"Annual Repayment Limit": A calculation, of the debt and financial obligation limit, provided annually to a municipality by the Ministry of Municipal Affairs and Housing that determines whether Ontario Municipal Board approval is required for the categories of debt or financial obligation described in Ontario Regulation 403/02 as amended.

"bank loan": A loan made by a bank listed in Schedule I or II or III to the Bank Act (Canada), a loan corporation or trust corporation registered under the Loan and Trust Corporations Act or a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies and includes, (a) a syndicated bank loan, and (b) a banker’s acceptance, whether or not it is discounted, if, (i) it is drawn as a bill of exchange under the Bills of Exchange Act (Canada), and (ii) it is accepted by a bank to which the Bank Act (Canada) applies.

"borrower": The counterparty receiving the funds.

"banker's acceptance": A short-term credit obligation created by a non-financial firm such as the City and guaranteed by a bank as to payment.

"bond forward agreement": A financial contract with an eligible Schedule I, II or III bank used to hedge future interest rates by short selling a particular Government of Canada or Province of Ontario bond and repurchase the same bond at a predetermined future settlement date. A settlement payment may be required by either the issuer or the bank if there is a difference between the price at which the government debt instruments are sold and the price at which they are bought back on the settlement date.

"bought deal": A financing transaction, such as a debenture issue, in which an individual underwriter or underwriting group purchases the entire amount in order to resell to investors.

"capital financing": A generic term for the financing of capital assets. Although this can be achieved through the use of a variety of funding sources, for the purposes of the Debt Policy it is assumed to mean the use of debt.
"construction financing": A form of debt financing in which the issuer does not pay any principal and/or interest for periods of normally up to 5 years during the construction or rehabilitation of the facility.

"City": the City of Hamilton.

"City Own-Source Revenue"—is equal to "Net Revenues" per Financial Information Return (FIR) Schedule 81, Annual Debt Repayment Limit, Line 2610. The calculation of Net Revenues is basically Total City Revenues less revenues from Federal & Provincial Grants and Gas Tax, Development Charges, Parkland Dedication, and Donated Tangible Capital Assets.

"Council": the council of the City of Hamilton.

"credit rating": A rating assigned by a credit rating agency (such as Standard and Poor’s or Moody’s Investors Service, Inc. or Dominion Bond Rating Service Limited or Fitch Ratings) recognized by the Municipal Act, 2001, S.O. 2001, c. 25 as to the credit worthiness of an entity’s debt obligations. The rating defines the financial strength of a borrower and assists investors to determine the likelihood that the debt issuer will pay the interest payments in a timely fashion and more importantly the initial investment at maturity.

"debenture": A formal written obligation to repay specific sums on certain dates. In the case of a municipality such as the City of Hamilton, debentures are typically unsecured.

"annual debt and financial obligation limit": A calculation of the debt and financial obligation limit, provided annually to a municipality by the Ministry of Municipal Affairs and Housing that determines whether Ontario Municipal Board approval is required for the categories of debt or financial obligation described in Ontario Regulation 403/02 as amended.

"debt service charges": the amount corresponding to annual debt and financial obligations.

"debt": Any obligation for the payment of money. For Ontario municipalities, debt would normally consist of debentures as well as either notes or cash loans from financial institutions, but could also include loans from reserves.

"deemed debentures": A bank loan agreement is deemed to be a debenture for the purpose of the following provisions of the Municipal Act, 2001, as set out in O. Reg. 276/02, s. 5: Section 403; Subsections 404(1) to (8) and Subsections 404(10) to (14);
Subsections 405(2); Section 406; Subsections 408(2.1) and (3), clauses 408(4)(a), (c) and (d), and subsections 408(5) and (7); Subsections 412 (2) and (4).

"development charge": (DC) Fees collected from developers at the time a building permit is issued. The fees are charged for the cost of infrastructure required to provide municipal services to new development, such as roads, transit, water and sewer infrastructure, community centres and fire and police facilities.

"DC Eligible Costs": are growth related costs for certain services as defined by the Development Charges Act.

"DC Background Study": is a document required by the Development Charges Act to identify service needs arising from residential and non-residential growth and the associated eligible costs, in order to calculate the Development Charge rates charged by the City.

"financial guarantee": An agreement whereby the City will take responsibility for the payment of debt in the event that the primary debtor fails to perform.

"financial lease": A financial arrangement whereby equipment or municipal capital facilities are provided to the City by a third party in exchange for a series of payments that extend beyond the term for which Council was elected (includes renewal options).

"foreign currency debentures": Debentures which are expressed and payable in a foreign currency.

"foreign currency exchange agreements": An agreement entered into with a financial institution to fix the rate of exchange for future payments made in a foreign currency.

"City Treasurer": the Treasurer of the City of Hamilton.

"hedging": A strategy used to offset or mitigate financial risk such as currency and/or interest rate risk.

"Infrastructure Ontario (formerly Ontario Strategic Infrastructure Financing Authority (OSIFA) or its successor organizations)": A crown corporation wholly owned by the Province of Ontario and established by the Ontario Infrastructure and Lands Corporation Act, 2011. Infrastructure Ontario provides Ontario municipalities, universities and hospitals access to an alternative financing service for longer-term fixed rate loans for the building and renewal of public infrastructure.
"instalment (serial) debentures": Debentures of which a portion of the principal matures each year throughout the life of the debenture issue.

"interest rate exchange agreement": An agreement entered into with a financial institution to fix the future rate of interest paid on a variable interest rate debenture or variable interest rate bank loan agreement.

"lease financing agreement": A financial arrangement, including a material lease or a non-material lease, whereby equipment or municipal capital facilities are provided to the City by a third party in exchange for a series of payments that may extend beyond the term for which Council was elected (includes renewal options).

"letter of credit": A binding document from a bank guaranteeing that a buyer’s payment to a seller will be received on time and for the correct amount. In the event that the buyer is unable to make payment on the purchase, the bank will be required to cover the full or remaining amount of the purchase (debt).

"long-term bank loan": Long-term debt provided by a bank or a syndicate (group) of banks.

"long-term debt or financing": Any debt for which the repayment of any portion of the principal is due beyond one year.

"material lease": A lease financing agreement which extends beyond the term of Council which requires annual payments of $150,000 or more or a lease term of more than five years for commercial real property.

"municipal capital facilities": Includes land, as defined in the Assessment Act, works, equipment, machinery and related systems and infrastructures.

"non-material leases": A lease financing agreement which requires annual payments of less than $150,000 annually with a lease term of less than 5 years.

"retirement fund debentures": Debentures for which funds are accumulated on a prescribed basis, commencing one year after the issuance of the debentures, in a separate custodial account, the sum total, including interest earned, is used to fund the redemption of the debentures.

"short-term debt": Any debt for which the repayment of the entire principal is due within one year.
"sinking fund": A fund in which money is accumulated on a regular basis that when combined with interest earned is used to retire or repay the debentures on maturity.

"sinking fund debentures": A long-term debt instrument that contains a sinking fund provision that the issuer has undertaken to regularly set aside on a fixed date funds to a sinking fund for the repayment of the principal at maturity.

"syndicated bank loans": A bank loan between the City and an institution listed in the definition of “bank loan” where the financing for the bank loan is obtained through a syndicated bank financing agreement in which each of the institutions that is a party to the term agreement agrees to contribute a portion of the amount of the bank loan being given to the City under the syndicated bank loan agreement.

"tax and rate supported debt": Debt which is supported by the tax levy and by utility charges and fees.

"development-charge supported debt": Debt which is supported by development charges.

"tender": A process whereby formal bids are submitted to issue debt securities or to provide a lease.

"term debentures": Debentures that are comprised of a combination of instalment and sinking fund debentures.

"tile drainage debentures": Debentures issued to the Province of Ontario to finance the construction of a tile drainage system for agricultural land in accordance with the Tile Drainage Act, R.S.O. 1990, c. T.8.

"underwriter(s)": An individual or group of investment bankers appointed as principals or on an agency basis, for the purpose of purchasing and reselling new debentures issued by the City.

"variable interest rate debentures": Debentures that provide for one or more variations in the rate of interest payable on the principal during the term of the debenture.
II. OBJECTIVES

The objectives of the Debt Policy are as follows:

1. Comply with statutory requirements including monitoring and reporting;
2. Ensure long-term financial flexibility and sustainability;
3. Limit financial risk exposure;
4. Minimize long-term cost of financing;
5. Maintain the City's credit rating.

2.01 Compliance with Statutory Requirements
Debt may only be undertaken by the City if and when it is in compliance with the relevant sections of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the "Municipal Act, 2001"), specifically Part XIII – Debt and Investment, and the applicable regulations thereunder, as amended from time to time, including but not limited to those set out in the References section of this Debt Policy.

The City may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt (Municipal Act, 2001, s. 401(1)).

2.02 Ensure Long-Term Financial Flexibility and Sustainability
The City's ability to respond to unanticipated and emerging financing needs is affected by its access to funding, its debt capacity and debt service charges. Financial sustainability depends on the debt levels and debt service charges being consistent with the City's level of affordability, both current and future. Debt issuance decisions must align with ensuring long-term financial flexibility and sustainability for the City.

Goals and limits on debt, and financial measures to assist in assessing financial flexibility and sustainability are as follows:

**Goals**
- Total tax-and-rate-supported debt as a percentage of City Own-Source Revenues not to exceed *60%* unless approved by Council.
- Total DC-supported debt as a percentage of the total DC Eligible Costs for the forecast period of the latest DC Background Study, not to exceed *25%* unless approved by Council.
**Limits**

- The annual debt and financial obligation limit for the City is calculated in accordance with section 3 of Ontario Regulation 403/02 as amended.
- Outstanding variable interest rate bank loan agreements and variable interest rate debentures cannot exceed 15% of the total outstanding debt of the City as set out in O. Reg. 276/02, s. 8(2).

**Financial measures**

- Debt and debt service charges per capita
- Debt service charges as a percentage of City Own Source Revenue
- Debt service charges as a percentage of the municipal levy
- Debt to operating revenues
- Debt to reserves and reserve funds
- Debt maturity profile
- Cash and liquid assets to debt service; cash and liquid assets minus debt
- Other long-term liabilities
- Annual increase in debt in relation to population, assessment growth, operating revenue, average household income

**2.03 Limit Financial Risk Exposure**

Debt will be managed in a manner to limit, where practicable, exposure to interest rate risk, foreign currency risk, financial risk associated with entering into financial leases, and any other financial risks which may arise from the debt financing.

- The City's normal practice to issue debt that is only denominated in Canadian dollars with an interest rate that is fixed over its term
- If there is a material financial advantage and/or it is deemed prudent for the City to issue foreign currency debentures (debt that is subject to fluctuations in foreign currency and not denominated in Canadian currency), then the rate of currency exchange will be fixed for the term of the obligation (both principal and interest payments) on or before the date of issuance.
- Similarly, if there is a material financial advantage and/or it is deemed prudent for the City to issue variable rate debentures or enter into variable interest rate bank loan agreements, the interest rate can be left variable if in the opinion of the City Treasurer it is in the City's best interest.
- Lease finance agreements have different financial and other risks compared to traditional debt that must be considered, and where practicable mitigated prior to
their use. The City’s Lease Policy identifies these risks and all requirements that must be met before entering into a lease financing agreement.

2.04 Minimize Long-Term Cost of Financing
The type, term and structure of financing instrument used to issue debt and the timing for debt issuance will be determined with a view to minimize both its and the City’s overall long-term cost of financing. Factors to be considered include the following:

- current versus future expected interest rates;
- the shape of the interest rate curve;
- the availability of related reserve monies;
- the pattern of anticipated revenues or cost savings attributable to the project or purpose;
- the applicability of using bond forward agreements;
- all costs related to the financing of the project whether by debenture, construction financing or lease financing agreement;
- the use of Banker’s acceptances to bridge finance pending issuance of a debenture, and may reduce up-front interest costs on an ongoing basis;
- variable interest rate debentures;
- variable interest rate bank loan agreements.

2.05 Maintain the City’s Credit Rating
Maintaining a strong credit rating is a key factor in minimizing the cost of debt and accessing capital markets in an efficient manner. Moreover, as noted elsewhere, a credit rating of at least AA- (or equivalent) is needed by the City to meet statutory requirements to enter into certain types of financing or debt instruments contained in the Debt Policy.
III. DEBT INSTRUMENTS AND STRUCTURING PRACTICES

3.01 Suitable and Authorized Financing Instruments

The types of allowed (debt) financing instruments and their structures will be dependent in part upon the term and the type of asset to be financed.

a) Short-Term Debt – Less Than One (1) Year

Financing of operational needs for a period of less than one year pending the receipt of taxes and other revenues, or interim financing for capital assets pending long-term financing may be from one or more of the following sources:

- Reserves and reserve funds. An internal loan from reserve funds to finance capital projects must be in accordance with the City’s Reserve Policies and must be approved and authorized by Council; a recommendation report requesting authorization should contain the details pertaining to the loan including amount, term, interest rate and any other relevant details.
- Bank line of credit or loan agreement
- Short-term promissory notes
- Banker’s Acceptances
- Infrastructure Ontario (or its successor organizations) short-term advances pending issuance of long-term debentures

b) Long-Term Debt – Greater Than One (1) Year

Financing of assets for a period of greater than one year may be from any of the following sources:

i) Debentures (including those issued to Infrastructure Ontario, or its successor organizations), which may be in the following form or a combination thereof:
   - Instalment/Serial
   - Sinking Fund
   - Amortizing
   - Variable Interest Rate
   - Foreign Currency (in the currencies prescribed by O. Reg. 247/01, Sched.)
   - Retirement Fund
   - Term
ii) **Reserves and Reserve Funds**
An internal loan from reserve funds to finance capital projects must be in accordance with the City’s Reserve Policies and must be approved and authorized by Council; a recommendation report requesting authorization should contain the details pertaining to the loan including amount, term, interest rate and any other relevant details. Normal practice would be for a term or a period of less than or equal to fifteen years.

iii) **Bank loan agreements, variable interest rate bank loan agreements, syndicated bank loan agreements.**

iv) **Lease Financing Agreements**
Leases may be used to finance equipment, buildings, land or other assets that the City does not have a long-term interest in or may not be able to acquire through other means, and when they provide material and measurable benefits compared with other forms of financing.

v) **Construction Financing Debentures**
- May be used for a period up to five (5) years during construction or rehabilitation of certain facilities from which a revenue stream is expected to be generated (e.g. water plant) upon its completion.
- Should the City pass a debenture by-law which provides that instalments of principal or interest, or both, are not payable during the period of construction of an undertaking for which the debt was incurred, then the City shall only do so in accordance with the requirements of O. Reg. 278/02 (Construction Financing).

vi) **Tile Drainage Debentures**
These will be used to finance the construction of tile drainage systems for agriculture and for those individual farmers who apply and are accepted for financing.

c) **Debt Structures**
- Debt issues are structured to achieve the lowest possible all-in net cost of funds, subject to constraints of debt maturity, the capital asset being financed, prevailing capital market conditions and the objectives of the Debt Policy.
- The term of a debt of the City or any debenture or other financial instrument for long-term borrowing issued for it shall not extend beyond the lifetime of the capital work for which the debt was incurred and shall not exceed 40 years (Municipal Act, 2001, s. 408(3)).
• To the extent possible, debt will be structured to require repayment as soon as feasible so as to recapture its borrowing capacity for future use and minimize costs where possible.

• The principal must be amortized (repaid) over the term of the debenture and repaid to investors or contributed to a sinking fund that would provide for repayment when the debt matures.

• A by-law that authorizes a bank loan agreement shall provide for repayment of the principal and the interest on the unpaid balance in one or more instalments in each year. O. Reg. 276/02, s. 2(2).

• For variable rate debentures and variable interest rate bank loan agreements, the City may employ interest rate exchange agreements to fix the variable interest rate.

• To issue foreign currency debentures, the City must enter into one or more foreign currency exchange agreements for the debenture on or before the date it issues the debenture to convert the foreign currency principal and interest payments to Canadian currency payments. This must be done in accordance with the requirements of O. Reg. 247/01.

• Every debenture issued by the City shall rank concurrently and equally in respect of payment of principal and interest with all other debentures of the City (Municipal Act, 2001, s. 408(7)).

d) Credit Rating Requirements

The City may only issue foreign currency debentures or variable interest rate debentures, and may enter into a variable interest rate bank loan agreement or into a syndicated bank loan agreement only if either the City itself or its long-term debt obligations are rated by:

• Dominion Bond Rating Service Limited as "AA(low)" or higher, or
• Moody’s Investors Service, Inc. as “Aa3” or higher, or
• Standard and Poor’s as “AA-", or higher, or
• Fitch Ratings as “AA-", or higher.

O. Reg. 276/02, s. 9, O. Reg. 247/01, s. 5, s. 9(b)

3.02 Financing Risk Identification and Mitigation Strategies

Financial risks associated with financing instruments will be identified and considered prior to the use of the financing instrument in relation to other available financing instruments, and strategies to mitigate the risk will be considered and used when deemed practicable.
a) Availability of Future Debt Capacity
The City recognizes the importance of maintaining availability of debt capacity for future capital needs and to ensure long-term financial flexibility. Accordingly, the tax and rate supported budget documents show the projected amount of debt financing that may be required for each year over a ten year forward looking period so as to evaluate future debt capacity and the impact on the City's financial flexibility and sustainability.

b) Refunding Risk
The City may issue debentures for which the amortization to retirement period is longer than the contractual term of the debenture, similar to a home mortgage, resulting in the balance of the debt remaining at the end of the contractual term to be refinanced.

The risk would be that interest rates may be higher during the second financing period, resulting in higher than anticipated debt payments. For this reason the use of refunding debentures will not be a preferred method of financing by the City whenever tax levy is the primary source of funding. However there will be no restriction to the use of refunding debentures funded mainly from development charges or user rates which tend to be for longer periods and are better able to absorb increases (or decreases) to their cost of financing over time.

Further risk to the City may arise if market conditions are unfavorable to financing at the end of the first contractual term of a refunding debenture. In this case, mitigation strategies that would be considered include pre-financing, short-term borrowing from reserves, using variable rate debt and lines of credit, and making borrowing applications to government and government agencies such as Infrastructure Ontario (or its successor organizations).

c) Construction Financing
Construction financing may be used to "lock-in" the debt needed for a capital project that will eventually generate a revenue stream which could be used to make principal and interest payments (e.g. water plant). Construction financing is unique in that the debt may be accrued in advance of the project's completion; the interest accrues and no payments are made during the building period.

The following risks compared to other forms of financing will be considered prior to the use of construction financing:
• The possibility that interest rates may fall from the time the rate for the construction loan is established and completion of construction. Should there be a high probability of this occurring, staff will consider the use of variable interest rate rather than fixed rate financing as a method to mitigate this risk;

• The possibility that the final cost of construction could be materially less than initially forecasted and financed. Staff will consider whether or not to issue debt until a fixed rate contract has been awarded or to issue debt that does not exceed 75% of the projected cost as a method to mitigate this risk.

• Other risks include that the construction project may not be able to proceed or is not completed for technical or other reasons. The mitigation option to be considered in this case will be not to issue long-term debt until all critical construction contracts have been awarded.

The City Treasurer will prepare a statement of policies and goals related to construction financing, which must be adopted by Council before a by-law is passed that provides for construction financing. The statement shall include the following:
• The fixed and estimated costs to the City;
• Whether the costs of the proposed construction financing are lower than other methods of financing available to the City;
• A detailed estimate with respect to the terms of the City’s expectations of revenue generation from the undertaking, once constructed;
• The risks to the City if the undertaking is not constructed or completed within the period of construction as estimated by Council; and
• The financial and other risks for the City.
(O. Reg. 278/02, s. 2)

d) Lease Financing Agreements
Risks arising from lease financing agreements compared to other forms of financing will be considered prior to their use. These risks are outlined in the City’s Lease Policy.

e) Variable Interest Rate Debenture and Variable Interest Rate Bank Loan Agreements
Variable interest rate debentures and variable interest rate bank loan agreements may be used when there is volatility in the financial market and/or there is an expectation of significantly lower interest rates occurring within a few months of their issue or if it is financially advantageous or otherwise deemed necessary.
The interest rate may be left variable if in the opinion of the City Treasurer it is in the City's best interest. A variable interest rate may be converted to a fixed rate by means of an interest rate exchange agreement in order to mitigate the interest rate exposure.

The City cannot enter into a variable interest rate bank loan agreement if the total amount of principal to be loaned under the agreement plus the total outstanding principal of all other variable interest rate bank loan agreements and variable interest rate debentures of the City would exceed 15% of the total outstanding principal of all undertaking or work indebtedness of the City plus the total amount of principal to be loaned under the bank loan agreement (O. Reg. 276/02, s. 8).

f) Foreign Currency Debentures
Foreign currency debentures may be used when the "all in" cost of financing in a foreign market is cheaper or the market conditions are such that domestic financing is not practicable. The risk associated with foreign currency debentures is that the rate of currency exchange incurred for future interest and principal payments could significantly increase over the term of the debt, raising its overall cost. This risk is mitigated by legislation which requires a foreign currency debenture to have the rate of exchange for all interest and principal payments fixed prior to its issue by means of a foreign currency exchange agreement. The foreign currency exchange agreement for a debenture shall, when read together, provide for the reduction of currency risk with respect to the entire amount of principal and interest payable under the debenture and shall require any amount payable to any person under the agreement or agreements to be expressed as a Canadian currency amount.

g) Bond Forward Agreements
The timing and interest rate of a City's debenture issue is dependent upon market or economic conditions prevailing at the time of each issue, which may include unfavourable market conditions due to issuance calendars and in times of financial crisis. Therefore the City is exposed to changes in interest rates until a planned debenture issue is launched. Bond forward agreements would allow the City to lock-in the underlying interest rate of a planned debenture issue, which would facilitate the issuing process and reduce the risk of changes in interest rates.
IV. DEBT ISSUANCE PRACTICES

4.01 Methods Used to Issue Debt

a) Sale Method for Debentures Issued in the Public Markets
   - Underwriting Syndicate: The use of an underwriting syndicate will be the normal method by which debentures will be sold by the City;
   - Tender: A tender process may be used when and if significant savings could be expected when compared to issuing through an Underwriting Syndicate;
   - Bought Deal/Private Placement: This may be appropriate for only “one off” or unusual financing structures when significant savings would be expected or when market conditions are volatile or otherwise difficult.

b) Bank Loan Agreements
   Bank loan agreements are deemed to be debentures. Variable interest rate bank loan agreements have a variable interest rate.

c) Debentures Issued Through Other Levels of Government
   The City may issue debentures to Infrastructure Ontario or its successor organizations. In general, when evaluating whether to participate in a loan or debt program being offered by the federal government or the government of Ontario, the interest rate and terms would be compared with the City's all-in cost of borrowing for other methods under consideration.

d) Financial Guarantees and Letters of Credit
   Financial guarantees and/or letters of credit provided by the City will be considered as debt and will be governed by the Debt Policy.

e) Debt Retirement Reserve Fund
   Council may authorize contribution to a debt retirement reserve or reserve fund to fully or partially fund the purchase of outstanding debt prior to its maturity to offset the funding requirements related to debt. Investments for the debt retirement reserve fund would be made in accordance with the City's Statement of Investment Policies and Procedures (SIP&P) for Reserve/Revenue Funds.

f) Sinking Fund
A sinking fund will be established whenever sinking fund debentures are issued during a calendar year. Investments for the sinking fund would be made in accordance with the City’s SIP&P for Reserve/Revenue Funds.

4.02 City’s Process for Issuing Debentures and/or Bank Loan Agreements
Approval by Council is required to authorize the issuance of debentures and/or a bank loan agreement, and the general process for the City is as follows:

a) The City Treasurer through a Recommendation Report to Council:
   • Requests authorization to negotiate the terms and placement of a debenture issue(s) and/or bank loan agreement in an amount to finance capital projects or for any short term loans for operations.
   • Requests authorization to engage the services of a fiscal agent(s) and external legal counsel and enter into all agreements necessary, including Letter(s) of Representation with the Canadian Depository for Securities Ltd, to secure the terms and issuance of a debenture issue(s).
   • Is directed by Council to negotiate and execute all required documentation, in a form satisfactory to the City Solicitor
   • Recommends that a by-law be passed authorizing the debenture issue and/or bank loan agreement, which was negotiated and placed.
   • Provides the details and rationale that justify the financing including the chosen structure of debt, an evaluation of the other financing options that were considered and a comparison of the costs.

b) The City Treasurer prepares the required final legal documentation and arranges for its execution and decides on the timing of the debt closing.

c) Subsequent to the closing of a debenture issue or bank loan agreement or another debt, the City Treasurer shall present to Council a report with details of the financing including the structure of the debenture and/or bank loan agreement, final monies raised, term to maturity, interest rate and cost savings compared with other forms of financing that were considered and any other relevant details.

4.03 Investment of Debt Issuance Proceeds
Funds raised through debt issuance activities will be invested in accordance with the City’s SIP&P for Reserve/Revenue Funds until such time as the funds are required.
V. DEBT MANAGEMENT PRACTICES

5.01 Ethics and Conflicts of Interest
City staff that are involved in the debt issuance process are expected to abide by the City's Code of Conduct for Employees Policy. In particular, they shall:

• Refrain from personal business activity that could conflict with the proper execution and management of financing activities or that could impair their ability to make impartial decisions;
• Disclose any material interests in financial institutions with which they conduct business;
• Disclose any personal financial/investment positions that could relate to the performance of their financing activities; and
• Not undertake personal financial transactions with the same individual with whom business is conducted on behalf of the City.

5.02 Requirements for Outside Advice
The City's staff will be expected to have sufficient knowledge to prudently evaluate standard financing transactions. However, should in their opinion the appropriate level of knowledge not exist for instances such as debt issuance transactions that are unusually complicated or non-standard, or as otherwise directed, outside financial and/or legal advice will be obtained.

5.03 Legal Support
A specific borrowing by-law must be adopted by Council to authorize the borrowing through the issuance of debentures and/or the entering into a bank loan agreement for the purpose of capital financing that is covered by this Debt Policy.

The Legal Services Division provides legal advice with regard to the City's debt financing transactions and legal advice may also be obtained from external legal counsel. This advice would cover the initial proposal and extend to the various contracts and agreements that would have to be executed in conjunction with the transaction.

External legal counsel is retained by the City to provide a legal opinion on the transaction. The Legal Services Division works closely with external legal counsel. It is
the responsibility of the issuer (i.e. the City) to bear the full costs associated with the transaction.

5.04 Authority to Issue Debt
Council shall, before giving authorization for capital work that would require a long-term debt or financial obligation, have the City Treasurer calculate an updated Annual Repayment Limit using the most recent Annual Repayment Limit determined by the Ministry. O. Reg. 403/02, s. 4 (1). The City Treasurer must submit to Council a report requesting authority to issue debt, for instance in any of the following cases:

- To undertake temporary borrowing up to a stipulated amount to meet day-to-day expenditures, pending receipt of tax levies, user fees and revenues anticipated during the year;
- To issue debt for certain items detailing for each type of item, the amount and the maximum term of financing, the type of instrument and structure used for the debt issuance or financing.
- To issue debt or finance for sinking fund purposes in that year.

5.05 Reporting Requirements
Financial Lease Agreements:
Reporting requirements for lease financing agreements entered into by the City are contained in the City's Lease Policy.

Construction Financing:
If the City has any outstanding debentures related to construction financing under clause 408 (4) of the Municipal Act, 2001, in a fiscal year, the City Treasurer shall present to Council once in that fiscal year, or more frequently, if Council so provides, a detailed report on all those debentures, containing the following:

- A description of the proportion of the construction financing debentures issued to the total long-term debt of the City and a description of the change, if any, in that estimated proportion since the previous year's report;
- A statement by the City Treasurer as to whether, in his or her opinion, all debentures issued were made in accordance with the statement of policies and goals relating to construction financing adopted by Council;
- An update of the detailed estimate with respect to the terms of the City's expectations of revenue generation from the undertaking;
- A record of the date of the repayment of each instalment of principal, interest or both principal and interest made during the period of construction and during the term of the debentures;
• A statement of the outstanding instalments of principal, interest or both principal and interest repayable during the currency of the debentures issued that will be due and payable in each year;

• Any such other information that Council may require or that in the opinion of the City Treasurer should be included.

Bank Loans:
If the City has any subsisting variable interest rate bank loan agreements in a fiscal year, or any subsisting interest rate exchange agreements applicable to them, the City Treasurer shall present to Council once in that fiscal year, or more frequently if Council so desires, a detailed report on all those bank loan or interest rate exchange agreements. O. Reg. 276/02, s. 12.

Variable Interest Rate Debentures and Foreign Currency Borrowing:
If the City has any outstanding variable interest rate debentures or foreign currency debentures in a fiscal year, or any subsisting interest rate or foreign currency exchange agreements applicable to them, the City Treasurer shall present to Council once in that fiscal year, or more frequently if Council so desires, a detailed report on all those debentures or agreements. O. Reg. 247/01, s. 12.

Bond Forward Agreements
If the City has entered any bond forward agreements in a fiscal year, the City Treasurer shall present to Council once in that fiscal year or more frequently if Council so desires a detailed report on all the bond forward agreements including the following information and documents:

• A statement comparing the expected and actual results of using bond forward agreement during the period of the report.

• A statement by the City Treasurer indicating whether, in his or her opinion, all of the bond forward agreements entered during the period of the report are consistent with the City’s statement of policies and goals relating to the use of bond forward agreements.

• Such other information as Council requires or as the City Treasurer considers appropriate to include in the report.
O. Reg. 653/05, s. 4(1), s. 4(2)

All the above include in addition any such information as the Council may require and such other information as the City Treasurer considers appropriate to include in any of the reports.
5.06 Responsibilities

Council: Overall responsibility for authorizing debt issuance.

The City Treasurer: Responsibility for directing and implementing the activities of debt issuance including but not limited to:

- Review and recommend the type and term of financing for capital projects and operating requirements;
- Update the debt and financial obligation limit for the City as prescribed by the Municipal Act, 2001;
- In consultation with the underwriting syndicate, approves the timing and structure of debt issues;
- Coordinates the preparation of debt issue by-laws;
- May execute and sign documents on behalf of the City and perform all other related acts with respect to the issuance of debt securities;
- Liaises and assists credit rating agencies in the evaluation of the credit worthiness of the City's debt securities;
- Reviews and recommends to Council the financial and business aspects of any material lease financing agreements and transactions;
- Ensures all reporting requirements identified within the Debt Policy are met; and
- Signs required documentation under the Municipal Act, 2001.

Chair of Council: The Chair of Council may execute and sign documents on behalf of the City with respect to the issuance of debt securities and shall sign debentures.

Clerk: The Clerk may certify and sign documents on behalf of the City with respect to the issuance of debt securities.

5.07 Debt Policy Review

The Debt Policy will be reviewed periodically by the City Treasurer. Any required changes shall then be submitted to Council for consideration and approval. Any changes or revisions to the Municipal Act, 2001, or to the regulations thereunder subsequent to the formal adoption of the Debt Policy which affect the policy will apply when they come into force. The Debt Policy will be updated to reflect such change(s) at the time of formal review. Otherwise, the Debt Policy must be formally reviewed and approved by Council at a minimum every four years (from the date of the last review).
VI. USE OF DERIVATIVES

6.01 Interest Rate Exchange Agreements:
If the City has issued or plans to issue a variable interest rate debenture, it may enter interest rate exchange agreements for the debenture. (O. Reg. 247/01, s. 4(1)) Similarly, if the City has issued or plans to issue a variable interest rate bank loan agreement, it may enter interest rate exchange agreements for the bank loan agreement (O. Reg. 276/02, s. 10). The interest rate exchange agreement would fix the interest rate from a variable interest rate.

6.02 Foreign Currency Exchange Agreements:
In the case of a foreign currency debenture, the City may only issue a foreign currency debenture if it enters into one or more foreign currency exchange agreements for the debenture on or before the date it issues the debenture. (O. Reg. 247/01, s. 9 (a)). This would convert the interest and principal payable in foreign currency to a Canadian currency amount.

Credit Rating Requirement:
Further to the 6.01 and 6.02 above, the City may only enter a foreign exchange agreement or an interest rate exchange agreement with a counterparty whose debt obligations are rated:
• by Dominion Bond Rating Service Limited as “AA(Low)” or higher,
• by Fitch Ratings as "AA-" or higher,
• by Moody’s Investors Service, Inc. as “Aa3” or higher, or
• by Standard and Poor’s as “AA-” or higher.
O. Reg. 276/02, s.11, O. Reg. 247/01, s. 10.

6.03 Bond Forward Agreements:
If the City has passed a by-law authorizing a debenture issue denominated in Canadian currency, it may enter a bond forward agreement in order to minimize the risk related to the debentures because of fluctuations in interest rates (O. Reg. 653/05, s. 2(1)) and thereby set a ceiling on the coupon rate of a planned debenture issue.

The City may enter bond forward agreement for a debenture issue denominated in Canadian currency only if it has passed a by-law authorizing that debenture issue. Bond forward agreements will have a settlement date which is not longer than 180 days or more after which the agreement is executed. O. Reg. 653/05, s. 2(5).
Before the City passes a by-law authorizing a bond forward agreement, Council shall adopt a statement of policies and goals relating to the use of bond forward agreements. Included in the statement of policies and goals are:

- The fixed costs and estimated costs to the City resulting from the use of bond forward agreements;
- A detailed estimate of the expected results of using bond forward agreements;
- Risk control measures relating to such agreements such as credit exposure limits based on credit ratings and on the degree of regulatory oversight and the regulatory capital of the counterparty and ongoing monitoring with respect to the bond forward agreements;
- A comparison of financial and other risks to the City that would exist with and without the use of bond forward agreements.

O. Reg. 653/05, s. 3

Credit Rating Requirements for Bond Forward Agreements:
The City shall only enter into a bond forward agreement with a bank listed in Schedule I, II or III to the Bank Act (Canada) and only if the bank's long-term debt obligations are rated by:

- Dominion Bond Rating Service as “A(high)” or higher; or
- Fitch Ratings as “A+” or higher; or
- Moody’s Investors Service Inc. as “A1” or higher; or
- Standard and Poor's as “A+” or higher.

O. Reg. 653/05, s. 2(7).
References

- Ontario Regulation 403/02 (Debt and Financial Obligation Limits)
- Ontario Regulation 438/97 (Eligible Investments and Related Financial Agreements)
- Ontario Regulation 247/01 (Variable Interest Rate Debentures and Foreign Currency Borrowing)
- Ontario Regulation 276/02 (Bank Loans)
- Ontario Regulation 586/06 (Local Improvement Charges – Priority Lien Status)
- Ontario Regulation 653/05 (Debt Related Financial Instruments and Financial Agreements);
- Ontario Regulation 603/06 (Municipal and School Capital Facilities – Agreements and Tax Exemptions)
- Ontario Regulation 278/02 (Construction Financing)
- Tile Drainage Act, R.S.O. 1990, c. T.8 and regulations thereunder.
- City of Hamilton Reserve/Revenue and Trust Accounts Statement of Investment Policies and Procedures
- City of Hamilton Reserve Policies
- City of Hamilton Lease Financing Policy
- City of Hamilton Code of Conduct for Employees Policy
LEASE FINANCING POLICY

CITY OF HAMILTON
The City of Hamilton
Lease Financing Policy

Policy Statement

This policy constitutes the City of Hamilton’s statement of policies and goals relating to the use of lease financing agreements as required under Ontario Regulation 653/05 made under the Municipal Act, 2001.

Purpose

The purpose of this policy is to provide guidance to staff when contemplating lease agreements for the provision of municipal equipment and facilities. Lease Financing Agreements may be preferred to outright purchase and/or debt financing of equipment and facilities. The City may enter into lease arrangements in order to acquire the rights to use capital property and equipment, including some or all of the benefits and risks of ownership for specific periods of time and stipulated rental payments.

Definitions

Combined Material Impacts - The costs or risks of a proposed Non-Material Lease which, when combined with all other Non-Material Leases entered into or proposed to be entered into in a particular year by the municipality would result in an amount of payment exceeding 20% of the annual debt and financial obligation limit for the City as determined in accordance with Ontario Regulation 403/02.

Lease Financing Agreement - A financial arrangement, including a Material Lease or a Non-Material Lease, whereby equipment or municipal capital facilities are provided to the City by a third party in exchange for a series of payments that may extend beyond the term for which Council was elected (includes renewal options).

Lease Term - The term of the lease shall be the entire term of the lease including any possible extensions or renewals as stated in the lease.

Material Impact - A Lease Financing Agreement has a material impact on the City if the costs or risks associated with the agreement significantly affect the City’s debt and financial limit determined in accordance with Ontario
Material Lease -

A Lease Financing Agreement which extends beyond the term of Council which requires annual payments of $150,000 or more or a lease term of more than five years for commercial real property.

Non-Material Lease -

A Lease Financing Agreement which requires annual payments of less than $150,000 annually with a lease term of less than 5 years.

Classes of Capital Municipal Facilities:

Lease Financing Agreements may be entered into for the provision of the following classes of municipal capital facilities:

1. facilities used by Council
2. facilities used for the general administration of the municipality
3. municipal roads, highways and bridges
4. municipal local improvements and public utilities
5. municipal facilities for the generation of electricity
6. municipal facilities related to the provision of telecommunications, transit and transportation systems
7. municipal facilities for water, sewers, sewage, drainage and flood control
8. municipal facilities for the collection and management of waste and garbage
9. municipal facilities related to policing, fire-fighting and by-law enforcement
10. municipal facilities for the protection, regulation and control of animals
11. municipal facilities related to the provision of social and health services, including long-term care homes under Part VIII of the Long-Term Care Homes Act, 2007
12. municipal facilities for public libraries
13. municipal facilities that combine the facilities described in paragraphs 1 to 11
14. municipal community centres
15. parking facilities ancillary to facilities described in paragraph 14
16. municipal facilities ancillary to facilities described in paragraph 14
17. municipal general parking facilities and parking facilities ancillary to facilities described in paragraph 16
18. municipal housing project facilities

Required Contents

Every Lease Financing Agreement must include a schedule of all fixed amounts of payment, if any, required under the lease and that may be required under any possible extensions or renewals of the lease.
All Lease Financing Agreements (material, non-material, and exempt) are to be reviewed by the Treasurer of the City of Hamilton ("City Treasurer") for classification, compliance with this policy and calculation of total annual lease payment obligations. Final execution of lease documents requires the signatures of the Mayor, City Clerk and the City Treasurer.

Non-Material Leases

In the opinion of the City Treasurer and City Council, the following types of Lease Financing Agreements will not result in a Material Impact for the municipality and are therefore Non-Material Leases:

- any lease requiring annual payments of less than $150,000.00
- any lease requiring annual payments of less $150,000.00 entered into in accordance with the City's "Purchasing Policies and Procedures" as approved by City Council, including, but not limited to, leases of: office equipment; automobiles; information technology infrastructure; hardware and software; communications equipment; machinery and equipment
- any building or property lease entered into with a term of less than five years
- any leases in place at the time of Council approval of this policy.

Even if a Non-Material Lease does not have to be reported to Council under this policy, the lease shall be reported to Council when required by the City's "Purchasing Policies and Procedures" as approved by Council, or equivalent policy then in effect, or by any other applicable by-law or approved policy and procedure.

If, at any time after a report is made, but before the Lease Financing Agreement is entered into, the City Treasurer becomes of the opinion that a changed circumstance with respect to the proposed lease may result in a Material Impact or a Combined Material Impact for the municipality, the report respecting the proposed lease must be updated as soon as is reasonably possible and presented to Council.

Council Report on Non-Material Leases With a Combined Material Impact

Where a proposed Non-Material Lease in combination with all other Non-Material Leases entered into or proposed to be entered into in a particular year by the municipality would have a Combined Material Impact as defined (section below), the proposed Non-Material Lease is to be reported and reviewed by City Council as if it were a Material Lease under this policy.

Meaning Of Combined Material Impact

In the opinion of the City Treasurer and City Council, a proposed Non-Material Lease in combination with all other Non-Material Leases entered into or proposed to be entered
into in any particular year would have a Combined Material Impact ONLY if the annual payment of all such Non-Material Leases were greater than 20% of the City's annual debt and financial obligation limit determined in accordance with Ontario Regulation 403/02. Where such total annual payment is less than 20%, a proposed Non-Material Lease is not required to be reported to and reviewed by Council under this policy.

**Process For Approval Of A Material Lease**

**Treasurer's Report** - Before entering into a Material Lease, the City Treasurer shall prepare a report to Council assessing the costs and financial and other risks associated with the proposed Material Lease, including any possible extensions or renewals. The report will include:

- a comparison between the fixed and estimated costs and the risks associated with the proposed Material Lease and those associated with other methods of financing;
- a statement summarizing, as may be applicable, the effective rate or rates of financing for the Material Lease, the ability for lease payment amounts to vary, and the methods or calculations, including possible financing rate changes, that may be used to establish that variance under the lease;
- a statement summarizing any contingent payment obligations under the lease that, in the opinion of the City Treasurer would result in a Material Impact for the municipality, including lease termination provisions, equipment loss, equipment replacement options and guarantees and indemnities;
- a summary of the assumptions applicable to any possible variations in the lease payment and contingent payment obligations; and
- any other matters the City Treasurer or City Council considers advisable.

**Council's Role** - Council is responsible for determining whether the costs of financing for the proposed Lease Financing Agreement are lower than other methods of financing available to the municipality, and whether the risks associated with the Lease Financing Agreement are reasonable.

In considering the report and recommendation from the City Treasurer, Council is responsible for ensuring that legal and financial advice has been obtained, and must consider
whether the scope of the proposed lease warrants further legal or financial advice from an independent source.

If Council decides to approve entry into the Lease Financing Agreement, such approval shall be by by-law.

Annual Report To Council

Once in every fiscal year, the City Treasurer shall provide a report to Council containing the following:

- a description of the estimated proportion of the total financing arrangements of the municipality that is undertaken through Lease Financing Agreements to the total long-term debt of the municipality;
- a description of the change, if any, in that estimated proportion since the previous year’s report;
- a statement by the City Treasurer as to whether, in his/her opinion, all Lease Financing Agreements (Material or Non-Material) were made in accordance with this policy; any other information that may be requested by Council or that, in the opinion of the City Treasurer, should be recorded.

Policy Review

The Lease Financing Policy will be reviewed periodically by the City Treasurer. Any revisions to the policy must be submitted to Council for consideration and approval. The policy shall be read and interpreted in accordance with the Municipal Act, 2001, the Assessment Act, R.S.O. 1990, c. A.31, and the regulations thereunder, as amended from time to time, that apply to this policy. The policy will be updated to reflect any change(s) to applicable legislation and regulations at the time of formal review. Otherwise, the City Treasurer must formally review the policy at a minimum of every four years.
City of Hamilton Sesquicentennial Steering Committee
Terms of Reference

VISION

The City of Hamilton Sesquicentennial Steering Committee (Committee) will build a
movement to celebrate and inspire Hamilton on the occasion of Canada’s
Sesquicentennial, the 150th Anniversary of the founding of Canada which occurs in 2017.

MANDATE

The Committee is a group of community leaders and government representatives who will
make recommendations to Hamilton City Council (Council) for the municipal celebration of
the 150th Anniversary of Canada as we reflect on our achievements and growth as a nation
and look ahead to the future.

STRATEGIC PRIORITIES 2014-2017

Sesquicentennial Committee will:

- Recommend to Council a Sesquicentennial strategy, including recommendations for
  legacy infrastructure projects and events;
- Connect with Members of Parliament (MP) and the Department of Canadian
  Heritage with respect to the Government of Canada’s plans for the country’s
  Sesquicentennial Program;
- Ensure that Hamilton’s MPs and MPPs are kept informed of the Committee’s
  deliberations and proposals;
- Recommend to Council a timeframe, cost estimates and funding opportunities
  needed for implementation of Sesquicentennial infrastructure projects and events;
- Advocate and solicit financial support from all levels of government, government
  agencies and the private sector to support Council-approved Sesquicentennial plans;
  and,
- Liaise with City staff and community stakeholders to share the Sesquicentennial
  vision and strategy, and to encourage widespread participation.

Outcomes:

- Committee is instrumental in creating a Sesquicentennial movement in Hamilton;
- Committee identifies and develops at least one legacy project;
- A broad range of stakeholders and interested citizens are successful in contributing
to, and participating in, the Sesquicentennial movement in Hamilton; and,
- Hamilton’s Sesquicentennial Program is closely aligned with Federal and Provincial
  initiatives to ensure maximum impact.
Impacts:

- The physical legacy project and memories of Sesquicentennial events will have long-lasting impact on community and national identity;
- Hamiltonians of all demographics will feel they participated in the Sesquicentennial; and,
- We will have learned new ways to work together that increase our connectivity and capacity for creativity and innovation.

COMMITTEE COMPOSITION

The Committee is comprised of citizen leaders and municipal representatives, as per Table 1 below:

Table 1 – Steering Committee Composition

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<tr>
<th>Representative</th>
<th>Member(s)</th>
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<td>Citizens</td>
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<td>City Council</td>
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<tr>
<td>City Staff</td>
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<td>Total</td>
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COMMITTEE APPOINTMENTS, DURATION AND MEMBER TERMS

- The Committee shall not exceed 7 members, with a maximum of 2 members of Council and 1 member of City staff sitting on the Committee;
- Councillor B. McHattie and Councillor T. Whitehead will be Council's representatives on the Committee for the balance of the 2010-2014 term of Council, as mandated by Council at its Council Meeting of June 26, 2013;
- Due to the Council election in 2014, 2 Council representatives to the Committee for 2015-2017 will be selected during a General Issues Committee meeting of the 2015-2019 term of Council;
- The Director of Tourism and Culture or her/his designate shall be the City staff representative to the Committee for a four-year term from January 2014 to November 2017;
• Selection of Committee members for the 2014 commencement of the Committee will be done by Councillor McHattie, Councillor Whitehead and the Director, Tourism and Culture Division through a targeted solicitation;

• Appointments to the Committee, other than elected members of City Council, shall be for a four-year term from January 2014 to November 2017; and,

• In light of the evolving phases of the Sesquicentennial, future selection of Committee members, if required, will be done by the Co-Chairs of the Committee and the Director, Tourism and Culture Division.

REPORTING

The Committee will report to Council, through the Director, Tourism and Culture Division on an annual basis or more frequently, if required.

MEETINGS

The Committee will meet bi-monthly.

ELECTION OF OFFICERS

The Committee shall appoint its Co-Chairs, with a maximum of one Co-Chair being a member of Council.

DECISION-MAKING

• Quorum is the number of people required to be present at a meeting to validate the transaction of the Committee’s business. Quorum is a majority of the whole number of members of the Committee (more than 50%) and is required whenever a vote is taken by the Committee.

• Between scheduled meetings, should a decision be required, the Co-Chairs will poll all Committee members and make an objective decision based on that poll. The decision will be communicated through online means to all members.

ROLE OF COMMITTEE MEMBERS

The Committee will develop a Work Plan and, as part of each meeting agenda, review their progress in implementing the goals and objectives of the Work Plan.

Co-Chairs:

• Are the official spokespersons for the Committee and speak on behalf of the Committee to the media, as necessary;
• Ensure that the agenda is prepared and circulated prior to the meeting; and,
• Consult with Committee staff resources, as necessary.
Committee Members:
- Contribute positively to the Sesquicentennial as it evolves through different planning and development phases;
- Consider issues from a broad perspective, while at the same time representing specific sectors, communities, or viewpoints;
- Attend meetings and maintain a commitment to the Sesquicentennial during the terms served;
- Publicly support decisions made by the Committee as a whole; and,
- Abide by the provisions contained in the Terms of Reference in the performance and discharge of functions and duties.

CONDUCT OF BUSINESS

The Committee and its members are governed by all applicable City By-laws and Policies for the conduct of meetings and activities, including but not limited to:

1. Procurement Policy By-law No. 12-255 for procuring goods and services;
2. Municipal Act; and,

SUB-COMMITTEES

The Committee has the authority to strike specific sub-committees, as needed, to ensure broad citizen involvement with local projects and events as well as links between Hamilton's Sesquicentennial Program and Federal and Provincial directions. Selection of sub-committee members will be done by the Committee through a targeted solicitation.

The Committee will, in 2014, strike a Program Sub-Committee not to exceed 20 members. The Program Committee will:

- Contribute to the creation of a Sesquicentennial strategy;
- Work with the members of the sectors, communities and organizations they represent to promote the Sesquicentennial and to encourage the development of related initiatives;
- Research opportunities for financial support from upper levels of government, government agencies and the private sector to support Sesquicentennial plans;
- Outline communication resources and partners required for the successful local and regional promotion of the Sesquicentennial; and,
- Share ideas, methodologies and resources to support citizen-led, community-produced Sesquicentennial activities throughout Hamilton.

The Program Sub-Committee will include, but not be limited to, representatives from the following sectors, communities and organizations, as per Table 2 below:
Table 2 – Program Sub-Committee Composition by sector or organization

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<td>Hamilton Historical Board*</td>
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<td>Tourism Advisory Committee*</td>
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<td>Arts, Events and Grants Section, Tourism and Culture Division</td>
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*As mandated by Council (City Council Meeting – June 26, 2013).

**STAFF RESOURCES**

Staff resources to be provided to the Committee and any of its sub-committees through the Tourism and Culture Division, including a recording secretary.
AMENDMENTS OF TERMS OF REFERENCE

These Terms of Reference may be amended if approved by a majority of Committee members and City Council. Notice of possible action on the Terms of Reference must be given at a prior Committee meeting and reported to Council through the Director, Tourism and Culture Division.

Approved:
**January 2014**

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All meetings will be in the COUNCIL Chambers, Hamilton City Hall  

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