Present: Councillors R. Powers (Chair), T. Jackson (Vice Chair), C. Collins, L. Ferguson, S. Merulla, and D. Mitchell

Also Present: T. Tollis, Director, Budgets & Finance
C. Bian, Senior Policy Analyst, Social Development
E. Wakeford, Arts Coordinator
G. Maychak, Supervisor, Sport Development
R. Oliphant, Culture Administration
M. Garwood, Acting Business Administrator
D. Wood, District Manager, Recreation Division
S. Paparella, Legislative Assistant, City Clerk’s Division

THE FOLLOWING ITEMS WERE FORWARDED TO THE AUDIT & ADMINISTRATION COMMITTEE FOR CONSIDERATION:

1. Informing Minor Sport of Community Partnership Program (GRA07009) (City Wide) (Item 4.1)

   (a) That the letter attached as Appendix “A” to Report GRA07009, outlining the Community Partnership Program – Sport Category and the specific funding criteria, be approved.

   (b) That, the letter (attached as Appendix “A” to Report GRA07009) be sent to all Hamilton area minor sport leagues and association presidents, along with the website address for the “Community Partnership Program – Sport Category application”, for their information, use and possible submission. Also, that an outline of the Community Partnership Program – Sport Category and the grant web site be inserted into the program of the Sport Volunteer Appreciation Dinner in 2008.

Audit & Administration Committee – December 5, 2007
(c) That item “J” – A Better way to inform Minor Sports of the Community Partnership Program, be considered complete and be removed from the Grants Sub-committee Outstanding business list.

2. Fee Waiver Request – Challenger Baseball (GRA07012) (City Wide) (Item 4.2)

That a one time fee waiver in the amount of $1,765 be approved for Challenger Baseball to utilize facility space at Inch Park ball diamonds for the purpose of providing recreational baseball to those facing physical and mental disabilities.

3. Friends in Grief 2007 Community Partnership Program Update (GRA07013) (City Wide) (Item 4.3)

That the 2007 Community Partnership Program funding for Friends in Grief in amount of $7,120 be released.

4. Fee Waiver Request - Hamilton Council Against Abuse of Older Persons (GRA07014) (City Wide) (Item 4.4)

That the fee waiver request, in the amount of $738.00, for the Hamilton Council Against Abuse of Older Persons to utilize the meeting room at Sackville Hill Seniors Centre, one two hour occasion per month, for the periods of January to June, and September to November, 2008 be approved.

5. Fee Waiver Request for Cancer Assistance Program (CAP) (GRA07015) (City Wide) (Item 4.5)

That the fee waiver request, in the amount of $849.75, for the Cancer Assistance Program to utilize the boardroom at Sackville Seniors Centre for the period of January 2008 to December 2008, excluding August 2008, be approved.

6. Fee Waiver Request for the City of Hamilton’s Public Health (GRA07016) (City Wide) (Item 4.6)

That the fee waiver request, in the amount of $286.00, for the Public Health Department to utilize the Valley Park Community Complex gymnasium on November 9, 2007 and November 23, 2007 to host Influenza Clinics, be approved.
7. **2007 Community Partnership Program – Request for Additional Funds by Dundas Cactus Parade Inc. (GRA07017) (Ward 13) (Item 4.7)**

That the request from Dundas Cactus Parade Inc. for additional funds in the amount of $946.70, to be funded from the Community Partnership Program contingency budget, be approved.

8. **Fee Waiver Request for the West Hamilton Youth Soccer Club (GRA07018) (Ward 1) (Item 4.8)**

That the fee waiver request, in the amount of $282.00, for the West Hamilton Youth Soccer Club to utilize the Craft Room at Dalewood Recreation Centre to conduct regular Club Executive Meetings, 8 meetings at 2 hours each, be approved.

9. **Fee Waiver Request for Order of the Eastern Star, Binbrook Chapter #117 (GRA07019) (City Wide) (Item 4.9)**

That the fee waiver request, made by the Order of the Eastern Star, Binbrook Chapter #117, in the amount of $1,031.25, to utilize the downstairs room at the Binbrook Memorial Hall, the first Wednesday of each month, three hours per occasion, 10 months of the year, for the period of January to June and September to December, as well as April 5, 2008 for a total of three hours, be approved.

10. **Fee Waiver Request for Binbrook Women's Institute (GRA07020) (Ward 11) (Item 4.10)**

That the fee waiver request made by the Binbrook Women's Institute, in the amount of $1,406.25, to utilize the downstairs room at the Binbrook Memorial Hall, one occasion per month, five hours per occasion or the period of January to June and September to November, 2008, be approved.

11. **Fee Waiver Request for the West Mountain Baseball Association (GRA07021) (Ward 8)**

That the fee waiver request made by the West Mountain Baseball Association, in the amount of $423.00, to utilize the Craft Room at Sir Allan MacNab Recreation Centre for their executive meetings, for the period of January to December of 2008, be approved.
12. **Fee Waiver Request for Mount Hope Lions Club (GRA07022) (Ward 11)**

That the fee waiver request, made by the Mount Hope Lions Club in the amount of $1,813.00, to utilize the Mount Hope Hall for bi-weekly meetings and two special occasion events, for the period of January 8 to June 17, 2008 and September 2 to December 16, 20, be approved.

13. **Fee Waiver Request for the Children's Wish Foundation of Canada (GRA07023) (Ward 11)**

That the fee waiver request, in the amount of $710.25, for The Children's Wish Foundation of Canada, to utilize the auditorium of the Glanbrook Arena and Auditorium on Saturday, April 12, 2008, to conduct a progressive euchre tournament, be approved.

14. **Reporting Financial Requirements (Item 7.1)**

That the staff be directed to proceed with a 2% increase for the 2008 Community Partnership Program budget submission to the 2008 budget deliberations for consideration.

FOR THE INFORMATION OF THE COMMITTEE:

(a) **APPOINTMENT OF CHAIR AND VICE CHAIR FOR 2008 (Item A)**

Councillor R. Powers was appointed as Chair of the Grants Sub-Committee until the end of 2008.

Councillor T. Jackson was appointed as Vice-Chair of the Grants Sub-Committee until the end of 2008.

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

The Clerk noted the following changes to the agenda:

(i) Added as Item 4.9 – Report GRA07019 - Fee Waiver Request for Order of the Eastern Star, Binbrook Chapter #117

(ii) Added as Item 4.10 – Report GRA07020 – Fee Waiver Request for Binbrook Women's Institute
(iii) Added as Item 4.11 – Report GRA07021 – Fee Waiver Request for the West Mountain Baseball Association

(iv) Added as Item 4.12 – Report GRA07022 – Fee Waiver Request for Mount Hope Lions Club

(v) Added as Item 4.13 – Fee Waiver Request for The Children’s Wish Foundation of Canada

(vi) Added as Item 4.14 – Correspondence from Madeleine S. Levy respecting Holocaust Education Week

(vii) Added as Item 4.15 – Correspondence from Laura Lukasik respecting Hamilton Families Read

(viii) Added as Item 7.1 – Reporting Financial Requirements (Verbal – T. Tollis)

(ix) Added as Item 7.2 – Correspondence from Dundas Valley Orchestra – Thank you Letter

(x) Added as Item 7.3 – Correspondence from the Hamilton Literacy Council – Thank you Letter

The agenda for the November 22, 2007 meeting of the Grants Sub-Committee was approved, as amended.

(c) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

(d) MINUTES OF THE PREVIOUS MEETING (Item 3)

3.1 September 28, 2007

The Minutes of the September 28, 2007, meeting of the Grants Sub-Committee were approved, as presented.

3.2 October 18, 2007

The Minutes of the October 18, 2007, meeting of the Grants Sub-Committee was approved, as presented.
(e) **Correspondence from Madeleine S. Levy respecting Holocaust Education Week (Item 4.14)**

The correspondence from Madeleine S. Levy respecting Holocaust Education Week was received and referred to staff for a report back to the December 13, 2007 meeting of the Grants Sub-Committee.

(f) **Correspondence from Laura Lukasik respecting Hamilton Families Read (Item 4.15)**

The correspondence from Laura Lukasik respecting Hamilton Families Read was received and referred to staff for a report back to the December 13, 2007 meeting of the Grants Sub-Committee.

(g) **Reporting Financial Requirements (Item 7.1)**

T. Tollis, Director of Budgets and Finance requested direction from the Grants Sub-Committee regarding how to proceed with the 2008 budget with respect to the percentage of increase. The Committees direction was provided, as shown in Item 14 above.

(h) **Thank You Letters from Community Partnership Program Grant Recipients (Items 7.2 and 7.3)**

The thank you letters from the following Community Partnership Program grant recipients were received:

(i) Dundas Valley Orchestra; and,
(ii) Hamilton Literacy Council

(i) **ADJOURNMENT (Item 9)**

There being no further business, the Grants Sub-Committee adjourned at 2:25 p.m.

Respectfully submitted,

Councillor R. Powers  
Chair, Grants Sub-Committee

Stephanie Paparella  
Legislative Assistant  
November 22, 2007