Present: Councillors C. Collins, T. Jackson, S. Merulla

Absent with regrets: Councillor B. Kelly – City Business
Councillor M. Ferguson – Illness

Also Present: T. Tollis, C. Bian, C. Felker, R. Melatti, C. Biggs

The Grants Sub-Committee presents Report 06-001 and respectfully recommends:

1. **Cactus Festival: Transfer of Services-in-Kind Funding (GRA05012) (City Wide) (Item 3)**

   That upon submission of their receipts, $4,044.16 of the Services-in-Kind funding from the Community Partnership Program be transferred to the event organizers to reimburse sedan Traffic Control Services for services rendered to the 2005 Dundas Cactus Festival.

2. **2005 Tabled Grants Update (Social and Public Health Services Stream) (GRA05013) (City Wide) (Item 4)**

   (a) That the 2005 Community Partnership Program recommendation of $7,502 for Senior Activation Maintenance — Ancaster Expansion be returned to the 2005 CPP Grants contingency;

   (b) That the 2005 Community Partnership Program recommendations currently tabled for the Schizophrenia Society (Information & Referral—$2,478, Counselling—$1,645, and Health Education—$1,645) be returned to the 2005 CPP Grants contingency;
(c) That the final instalments of the 2005 Community Partnership Program recommendations for the Family Services Credit Counselling Program ($5,166.66) and the Family Services Second Stage Services Program ($12,133.33) be accrued for these programs pending the organizations ability to continue to operate these programs and comply with current funding conditions;

(d) That the 2005 Community Partnership Program recommendation for Jewish Social Services be increased by $3,873 in order to restore the organization’s funding back to its 2004 funding level while the organization’s status as an Elderly Persons Centre is determined by June 30, 2006.

3. Request for Advance Community Partnership Program Payments (GRA05016) (City Wide) (Item 5)

(a) That commencing January 2006, staff be authorized to provide advance monthly payments, until approval of the 2006 Community Partnership Program, to 2006 Community Partnership Program applicants as per Table One to GRA05016, “Request for Advance Community Partnership Program Payments”, based upon 2005 funding levels;

(b) That any outstanding arrears due to the City of Hamilton, by any of the grant organizations listed in Table One to GRA05016, “Request for Advance Community Partnership Program Payments”, be paid with approved advance funding until the debt is satisfied, at which point, the group will receive payment.

For the Information of the Committee:

In the absence of the Chair and Vice Chair, Councillor T. Jackson assumed the Chair.

(a) Declarations of Interest (Item 1)

None

(b) Approval of Previous Minutes (Item 2)

The Minutes of the meeting held on November 10, 2005 were received and adopted as presented.
(c) For the Information of the Sub-Committee: (Item 6)

(i) Correspondence from Osteoporosis Canada – Hamilton Chapter – Return of 2005 Community Partnership Program Grant Funds

Received.

(d) Other Business

(i) Request for Advance Community Partnership Program Payments

Councillor Merulla indicated that he would like to have a discussion with respect to the duplication of Information Services and requested that this item be placed on a future meeting agenda.

(ii) “Impact of Closure – Bingo Central” – Update

Pursuant to recommendations approved by Council, T. Tollis circulated a draft “Application for Emergency Funding” to be completed by those agencies/organizations whose fundraising abilities were affected by the closure of Bingo Central. He advised that staff is in the process of contacting those organizations. Once the deadline for receipt of applications has closed, staff will be reporting back to the Grants Sub-Committee. Staff was given direction to bring all information forward, including those agencies/organizations who were given an opportunity to access alternate funding, but refused.

The verbal update was received.

There being no further business, the Sub-Committee adjourned at 3:00 p.m.

Respectfully submitted

Councillor T. Jackson
Acting Chairman
Grants Sub-Committee

Carolyn Biggs
Legislative Assistant
January 16, 2006
SUBJECT: Cactus Festival: Transfer of S.I.K. Funding (City Wide) (GRA05012)

RECOMMENDATION:
That, upon submission of their receipts, $4,044.16 of the Services in Kind funding from the Community Partnership Program be transferred to the event organizers to reimburse Sidan Traffic Control Services for services rendered to the 2005 Dundas Cactus Festival.

Joseph L. Rinaldo
General Manager
Finance and Corporate Services

EXECUTIVE SUMMARY:
On May 11, 2005 Council approved Services in Kind funding allocations from the Community Partnership Program (CPP) to the Dundas Cactus Festival in the amount of $15,315.33 of which $13,412.95 was budgeted to Public Works, (Operations and Maintenance).

The event organizers, after consultation with City Of Hamilton staff, engaged Sidan Traffic Control Services to supply materials and labour to set up and dismantle the four day road closure at a cost of $4,044.16 (including GST). In addition, City Of Hamilton staff submitted Work Orders in the amount of $5889.72 for clean up/litter pickup for the event to be taken from the CPP in Services in Kind.

When both of the above invoices are deducted from the $13,412.95 allotted SIK funding a savings of $3,478.72 is realized to the CPP budgeted funding.
BACKGROUND:

In past years the organizers of the Dundas Cactus Festival complained that it cost too much for the Services in Kind provided by City of Hamilton staff for the parade and the festival itself. After consultation with City staff and the event organizers, Sidan Traffic Control Services were engaged to supply the materials, manpower, and expertise for the Road Closure requirements for their event to see if cost savings could be accomplished.

ANALYSIS/RATIONALE:

At the conclusion of the event, Special Event, Operations and Maintenance, and Corporate Services staff collected Work Order and invoicing data, and after analysis, ascertained that the use of Sidan would result in a reduction of $3,478.78 in Services in Kind funds directed to the Dundas Cactus Festival and Parade.

ALTERNATIVES FOR CONSIDERATION:

N/A

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The use of private contractors resulted in a reduction in the amount of Services in Kind budgeted funding in the amount of $3,478.78. By using Sidan, the overtime accumulated by Operations and Maintenance was reduced. There is no corresponding need for any staff reduction as staff would still be needed to accomplish their normal duties in the Operations and Maintenance section.

There are no overriding legal implications as the event organizers have the perogative to engage private sector contractors if they deem it beneficial to the economical viability of their event.

POLICIES AFFECTING PROPOSAL:

There are currently no policies precluding the organizers of the Dundas Cactus Festival from engaging outside companies to provide services to their event with approval of Public Works.

RELEVANT CONSULTATION:

Representatives of the Finance, Culture and Recreation (Special Events), and Operations and Maintenance were consulted as to City of Hamilton implications, and their findings confirmed a positive effect on the CPP funding requirements.
Organizers of the Dundas Cactus Festival and Sidan Traffic Services were consulted to ensure that the services provided were delivered in a safe, timely, economical, and efficient manner.

**CITY STRATEGIC COMMITMENT:**

By evaluating the “**Triple Bottom Line**”, (community, environment, and economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Evaluate the implications of your recommendations by indicating and completing the sections below. Consider both short-term and long-term implications.

- **Community Well-Being is enhanced.**
  - ✔ Yes
  - ✗ No

Utilizing the most efficient and economical means of providing events such as festivals their continued viability is ensured. Festivals and other Special Events add to the well-being of the communities in which they occur.

- **Environmental Well-Being is enhanced.**
  - Yes
  - No

- **Economic Well-Being is enhanced.**
  - ✔ Yes
  - ✗ No

Endeavouring to reduce the operating expenses of these events, it ensures their continued viability and the resulting economic benefits to the community as well as to the City of Hamilton overall.

- **Does the option you are recommending create value across all three bottom lines?**
  - ✗ Yes
  - ✔ No

- **Does the options you are recommending make Hamilton a City of choice for high performance public servants?**
  - ✔ Yes
  - ✗ No
SUBJECT: 2005 Tabled Grants Update (Social & Public Health Services Stream) (GRA05013)(City Wide)

COMMENDATION:

a) That the 2005 Community Partnership Program recommendation of $7,502 for Senior Activation Maintenance — Ancaster Expansion be returned to the 2005 CPP Grants contingency.

b) That the 2005 Community Partnership Program recommendations currently tabled for the Schizophrenia Society (Information & Referral--$2,478, counselling--$1,645, and health education--$1,645) be returned to the 2005 CPP Grants contingency.

c) That the final instalments of the 2005 Community Partnership Program recommendations for the Family Services Credit Counselling Program ($5,166.66) and the Family Services Second Stage Services Program ($12,133.33) be accrued for these programs pending the organizations ability to continue to operate these programs and comply with current funding conditions.

d) That the 2005 Community Partnership Program recommendation for Jewish Social Services be increased by $3,873 in order to restore the organization’s funding back to its 2004 funding level while the organization’s status as an Elderly Persons Centre is determined by June 30, 2006.

EXECUTIVE SUMMARY:

During the 2005 Community Partnership Process, a number of grant recommendations were either “tabled” or their payments remain outstanding. Grant recommendations
were tabled for a number of reasons: the organization requested that their grants be tabled pending resolution of issues with their Parent organization (Schizophrenia Society), the program anticipated receipt of funding from another source (SAM – Ancaster), and some grants were tabled due to unresolved financial or organization capacity issues at the organization (Family Services, First Place Seniors). In another case, the municipality may be required to fund a program previously phased out as part of the 2005/2006 Community Partnership Process (Jewish Social Services). This report provides an update as to the current status of these tabled grants.

**BACKGROUND:**

During the 2005/2006 Community Partnership Process (CPP), the Grants Sub-Committee approved a number of recommendations within the social and public health stream. Some of these grant recommendations were tabled, while others have other remaining outstanding issues. The following table summarizes the 2005/2006 tabled/outstanding grants in the social and public health stream. The programs are listed by the complexity of their issue (simple to more complex).

**Table 1: 2005 Tabled/Outstanding Grants (Social & Public Health Stream)**

<table>
<thead>
<tr>
<th>Program</th>
<th>2005 Request</th>
<th>2005 Recommendation</th>
<th>2005 payment remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>G-12 Senior Activation Maintenance – Ancaster expansion</td>
<td>$7,502</td>
<td>$7,502 - Tabled</td>
<td>$7,502</td>
</tr>
<tr>
<td>MYFD-5 Schizophrenia Society – Information &amp; Referral</td>
<td>$2,383</td>
<td>$2,478 Tabled</td>
<td>$2,478</td>
</tr>
<tr>
<td>F-7 Schizophrenia Society – Counselling</td>
<td>$1,645</td>
<td>$1,645 Tabled</td>
<td>$1,645</td>
</tr>
<tr>
<td>H-6 Schizophrenia Society – Health Education</td>
<td>$1,645</td>
<td>$1,645 Tabled</td>
<td>$1,645</td>
</tr>
<tr>
<td>MYFB-2 Family Services Hamilton Second Stage Services</td>
<td>$35,000</td>
<td>$36,400-Outstanding Issues</td>
<td>$12,133.33</td>
</tr>
<tr>
<td>F-3 Family Services Hamilton-credit counselling</td>
<td>$25,000</td>
<td>$23,250-Outstanding Issues</td>
<td>$5,166.66</td>
</tr>
<tr>
<td>H-23 Jewish Social Services</td>
<td>$8,000</td>
<td>$3,873—Outstanding Appeal</td>
<td>$3,873 recommended amount + $3,873 = $7,747</td>
</tr>
</tbody>
</table>

**ANALYSIS/RATIONALE:**

**A. Tabled Grant--SAM- Ancaster:**

The Senior Activation Maintenance Program requested an additional $7,502 to expand the program into Ancaster. The Grants Sub-Committee approved the amount pending confirmation of funding from the Ministry of Health and Long Term Care. Staff were notified that the organization’s request for funding has not been granted to date. As a result, these funds should be returned to the 2005 CPP grants contingency.
B. Tabled Grant--Schizophrenia Society, Hamilton Chapter:

The City of Hamilton has supported various programs at the Hamilton Chapter of the Schizophrenia Society since 1985. The local chapter was recommended for funding for three of its programs during the 2005 Community Partnership process: Information & Referral ($2,478), counselling ($1,645), and health education ($1,645).

The Schizophrenia Society of Ontario, the Provincial Office for local Schizophrenia Societies has undergone a number of changes since 1985. During 2005, the local Executive Committee expressed a number of concerns with respect to additional changes being proposed by Schizophrenia Ontario. As a result, the Executive Committee of the Hamilton Chapter requested that the City “table” its grants for 2005/2006 with the hope that the issue of local accountability could be resolved.

The Executive Director of Schizophrenia Ontario has provided staff with supplementary material in order to demonstrate the organization’s on-going commitment to local programming and progress to date. The organization has also recently hired a new Regional Coordinator that will serve Hamilton and Niagara. However, although progress has been made, it would appear that service levels were somewhat interrupted in 2005 while concerns between the local chapter and the Provincial Board were resolved. Further, as of December 1, 2005, the Chapter Management Committee (formerly local Executive Committee) had only one local representative.

Although the additional data provided has been extremely helpful with respect to understanding the current situation at Schizophrenia Ontario and the local chapter, staff would have liked to have seen a larger number of members on the Chapter Management Committee and further concrete evidence that local programming and strategic directions will be implemented. Staff recommend that the grants tabled for the Schizophrenia Society totalling $5,768 be returned to the 2005 CPP grants contingency.

C. Unallocated Grants--Family Services Hamilton:

Family Services Hamilton was recommended for funding for three of its programs in 2005/2006 (counselling--$68,310, credit counselling--$23,250, and second stage services--$36,400). Throughout 2005, Family Services Hamilton has been faced with a number of financial and organizational challenges. Due to a number of issues at the organization, the funding for these three programs from the CPP budget has been directly linked to the organization’s ability to continue delivering the programs as well as their compliance with well over twenty specific recommendations (see report SPH05059). Since the funding for Family Services Hamilton is directly linked to the organizations compliance with the conditions approved by Council, the monthly funding for the counselling program will continue, but a final instalment remains for both the credit counselling ($5,166.66) and second stage services ($12,133.33). Staff recommend that these funds be held for these programs to cover the last quarter of the fiscal year 2005/2006.
D. Outstanding Appeal: Jewish Social Services:

During the 2005/2006 CPP process, the request from the Jewish Social Services received a total score of 54 by the Staff Grant Review Team. As per the CPP Policies and Procedures, the phase out policy was applied resulting in the organization being recommended for $3,873 (1/2 of their 2004 allocation of $7,747). The organization has since been notified by the Ministry of Health and Long Term Care (MOHLTC) that their Provincial funding would be reduced as a result of the reduction in municipal funding.

Jewish Social Services appealed the phase out of their grant on the basis that the MOHLTC is under the understanding that Jewish Social Services has been designated as an Elderly Persons Centre, and the municipality must provide funding to the program. Currently, there are five other Elderly Persons Centres\(^1\) that receive funding through the Culture and Recreation Division of the Public Health & Community Services Department. Staff were unable to resolve the issue when grant appeals were originally addressed in May of 2005. Since that time staff have been unable to locate any supporting documents that indicate that the municipality has in fact designated Jewish Social Services as an Elderly Persons Centre.

In order not to negatively impact the Jewish Social Services program overall, staff are suggesting that the organization receive the additional $3,873 that would reinstate them to their full 2004 funding level and maintain their MOHLTC funding. Staff will bring a report back to the Grants Sub-Committee by June 30, 2006 that will resolve the status of Jewish Social Services as an Elderly Services Centre.

**ALTERNATIVES FOR CONSIDERATION:**

The Grants Sub-committee could alternatively decide to release all tabled allocations, not accrue the outstanding 2005 CPP balances (social and public health stream), and not increase the allocation for Jewish Social Services.

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

**Financial:**
If the Grants Sub-Committee were to approve recommendations (a-d), the 2005 CPP contingency would increase by $13,270. The approval of recommendation (e) would decrease the 2005 CPP contingency by $3,873. The net impact of the recommendations contained in this report would increase the 2005 unallocated grants balance by $9,397 for a total 2005 balance of $12,334. The current balance in the CPP reserve is $11,293.50.

**Staffing:**
No impact on staffing.

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\(^1\) The five Elderly Persons Centres funded through the Culture and Recreation Division are: Ancaster Achievement Centre, Ada Bland Seniors’ Centre, Winona Seniors’ Centre, Main-Hess Seniors’ Centre, Hamilton Seniors Active Living Centre (YWCA), and the Ottawa Street Seniors Active Living Centre (YWCA).
Legal:
If it is determined that Jewish Social Services is to be deemed an Elderly Persons Centre, the municipality will be obligated to continue to fund this program. Whether it will be funded as a committed grant or through Culture & Recreation’s operations is yet to be determined.

POLICIES AFFECTING PROPOSAL:
This application was reviewed in compliance with the 2005 Community Partnership Program Policies and Procedures.

CONSULTATION:
This report was completed in consultation with the Grant Technical Team, the Manager of Community Buildings and the Acting Manager of Operations and Special Projects both from the Culture and Recreation Division, Public Health & Community Services Department.

CITY STRATEGIC COMMITMENT:
By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No
Programs funded through the Community Partnership Program enhance the quality of life of citizens by providing necessary social services.

Environmental Well-Being is enhanced. ☐ Yes ☑ No

Economic Well-Being is enhanced. ☑ Yes ☐ No
The social services sector provides employment for a number of citizens in the City of Hamilton. The quality social services provided in the City of Hamilton may assist in attracting new business to locate in the City.

Does the option you are recommending create value across all three bottom lines?
☐ Yes ☑ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants?
☐ Yes ☑ No
Not applicable.
SUBJECT: REQUEST FOR ADVANCE COMMUNITY PARTNERSHIP PROGRAM PAYMENTS (GRA05016)(City Wide)

COMMENDATION:

(a) That commencing January 2006, staff be authorized to provide advance monthly payments, until approval of the 2006 Community Partnership Program, to 2006 Community Partnership Program applicants as per Table One to GRA05016, “Request for Advance Community Partnership Program Payments”, based upon 2005 funding levels, and;

(b) That any outstanding arrears due to the City of Hamilton, by any of the grant organizations listed in Table One to GRA05016, “Request for Advance Community Partnership Program Payments”, be paid with approved advance funding until the debt is satisfied, at which point, the group will receive payment.

EXECUTIVE SUMMARY:

Staff recommend that the list of organizations, provided in Table One to GRA05016, “Request for Advance Community Partnership Program Payments”, receive advance, interim payments toward their 2006 Community Partnership Program funding amount based upon 2005 approved levels and advance process. Pending approval, these payments will be distributed, as monthly payments commencing in January. Once the
Community Partnership Program is approved, adjustment will be made to ensure that payments do not exceed approved allocations.

Staff also recommend that if there are any outstanding arrears owing to the City of Hamilton from any of the listed agencies, then the advance will first be used to satisfy the debt owing. Once the debt is satisfied, payments will be made to the organization.

If approved, this advance funding will assist in relieving potential financial strain on the organizations up until the point where the grant applications receive final approval. The Grants Sub-Committee should note that providing advance payments to potential grant recipients challenge the ideology behind the process of applying for a Community Partnership funding. All of the agencies in Table One have submitted a 2006 Community Partnership application form, meet the criteria for funding, have received consistent advanced funding in the past and there are no expectations that their 2006 Community Partnership Program application will be denied.

BACKGROUND:
This report maintains consistency with advances in prior years from the Community Partnership Program.

ANALYSIS/RATIONALE:
In the past, the advance of interim funding prior to the final Community Partnership Program approval has assisted in relieving any undue financial strain on larger grant recipients. The approval of the Grants Sub-Committee is necessary to ensure that the same practice will be instituted for 2006. As per Table One, it is recommended that organizations that have received advanced funding in the past, with no expectation that their 2006 Community Partnership Program application will be denied, continue to receive advance funding in 2006, in the same manner as in 2005.

In 2005, the advance for Family Services also included the Credit Counselling program. Due to an issue pending with this program, as included in SPH05059, the Credit Counselling program has not been included for advance funding.

Based upon the 2005 amounts, these payments will be distributed, pending approval, as monthly payments. Any difference between the 2005 and 2006 approved grants will be adjusted as necessary throughout the remainder of the year.
Table One – Advance Payments

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>PROGRAM</th>
<th>2006 MONTHLY ADVANCE</th>
<th>2005 APPROVED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Information Services</td>
<td>Community Information Services</td>
<td>$5,962.67</td>
<td>$71,552</td>
</tr>
<tr>
<td>Ancaster Information Services</td>
<td>Information &amp; Reference, Outreach</td>
<td>$2,445.17</td>
<td>$29,342</td>
</tr>
<tr>
<td>Family Services</td>
<td>Family Services</td>
<td>$5,692.50</td>
<td>$68,310</td>
</tr>
</tbody>
</table>

**ALTERNATIVES FOR CONSIDERATION:**

N/A

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

N/A

**POLICIES AFFECTING PROPOSAL:**

It should be noted that the process of providing any organization with advance interim funding is pre-committing a 2006 Community Partnership Program amount to the group. This approach challenges the process of organizations applying to receive a City of Hamilton Community Grant.

**LEVANT CONSULTATION:**

Technical Team leaders of the Community Partnership Program were consulted.

**STRATEGIC COMMITMENT:**

By evaluating the “Triple Bottom Line” (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Evaluate the implications of your recommendations by indicating and completing the sections below. Consider both short-term and long-term implications.

Community Well-being is enhanced. ☑ Yes ☐ No
Providing grants and financial assistance to not-for profit agencies within the City of Hamilton further enhances the services that are provided to the local community.

Environmental Well-Being is enhanced. □ Yes ☑ No

Economic Well-Being is enhanced. ☑ Yes □ No

Providing advance funding to agencies that consistently receive grants from the Community Partnership Program contributes to the consistent delivery of services to the community.

Does the option you are recommending create value across all three bottom lines? □ Yes ☑ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? □ Yes ☑ No