Present: Mayor R. Bratina  
   Councillors B. McHattie, J. Farr, R. Morrow, S. Merulla, C. Collins,  
   T. Jackson, S. Duvall, T. Whitehead, B. Clark, M. Pearson,  
   B. Johnson, R. Powers, J. Partridge and R. Pasuta  

Absent with regrets  
   Councillor L. Ferguson, City Business  

Mayor Bratina called the meeting to order and called upon Pastor Jason Small of Waterdown to lead Council in prayer.  

APPROVAL OF THE AGENDA  

The Clerk advised of the following changes to the agenda:  

1. CLERICAL CHANGES TO AGENDA PAGES  
   
   (i) Communication 5.10 is a duplicate of Communication 5.8; therefore, 5.10 has been deleted; copy on City’s website is correct  

   (ii) Reports for Items 6.1 and 6.2 transposed; should read:  
   
   6.1 Public Works Committee Report 14-007 – June 2, 2014  

   (iii) Motion 7.1 – Special Occasion Permit – Annual Labour Day Picnic  
   
   Appendix “A” to the Motion was inadvertently omitted and copies have been distributed.
2. MOTIONS

7.5 Revised Motion respecting “Proceeds from Fines to be Used for Environmental Mitigation”

3. ADDED NOTICES OF MOTIONS

8.2 One-Time Grant to the Canadian Football Hall of Fame
8.3 Regulations respecting Advertising and Communication

(Johnson/Pearson)
That the agenda for the June 11, 2014 meeting of Council be approved, as amended.

CARRIED

DECLARATIONS OF INTEREST

There were none declared.

CEREMONIAL ACTIVITIES

There were no ceremonial activities.

APPROVAL OF MINUTES

4.1 May 28, 2014

(Pearson/Johnson)
That the Minutes of the May 28, 2014, meeting of Council be approved, as presented.

CARRIED

COMMUNICATIONS

(Powers/Johnson)
That Council Communications 5.1 through 5.9 be approved as follows:

5.1 Correspondence from Werner Plessl, Executive Director, Hamilton Waterfront Trust, respecting December 31, 2013 Audited Financial Statements

Recommendation: Be received.
5.2 Correspondence from John Bolognone, City Clerk, City of Kingston, respecting New Motion - May 20, 2014 - Election Finance Rules under the Municipal Elections Act, 2006

Recommendation: Be received.

5.3 Correspondence from Joel D. Farber, Fogler, Rubinoff LLP, respecting 2014 Development Charges Background Study - FCS14033

Recommendation: Be received.

5.4 Correspondence from Ryan Oosterhoff, Mattamy Homes Limited, Halton/Hamilton Division, respecting 2014 Development Charges Study and By-Law

Recommendation: Be received.

5.5 Correspondence from Stacey Duncan, Deputy Clerk, Township of Wainfleet, respecting Township of Wainfleet Council - Resolution No. C-125-2014

Recommendation: Be received.

5.6 Correspondence from Premier Kathleen Wynne respecting accessibility legislation and transit bus stops

Recommendation: Be received.

5.7 Correspondence from Al Gordon, Chair of the Ancaster Senior Achievement Centre Advisory Board, thanking the City of Hamilton and City staff for their excellent support in the expansion and re-development of the Centre

Recommendation: Be received.

5.8 Correspondence from Carmelo D'Angelo, Chief Administrative Officer, Secretary Treasurer, Niagara Peninsula Conservation Authority, respecting Niagara Peninsula Conservation Authority - Appointee Representing the City of Hamilton

Recommendation: Be received and referred to the Selection Process

5.9 Letters of Support respecting Facility Naming in Honour of Harry Howell received from:

(a) Harry Bradshaw
(b) Marguerite and Paul Babcock
(c) Bill Gilchrist
(d) Bruce Doyle
(e) Roy Foster
(f) Ric Nattress
(g) Sam Marranca
Recommendation: Be received and referred to the Facility Naming Sub-Committee for information

CARRIED

(Pearson/Clark)
That Council move into Committee of the Whole for consideration of the Committee Reports.

CARRIED

PUBLIC WORKS COMMITTEE REPORT 14-007

Item 2 Delegated Authority for Records of Site Condition (PW14057) (City Wide) (Item 5.2)

(Johnson/Partridge)
That Item 2 of Public Works Committee Report 14-007 respecting Delegated Authority for Records of Site Condition (PW14057) be referred back to the Public Works Committee for clarity.

CARRIED

Item 3 Organizational Structure Improvements and Staff Complement Improvements - Public Works Department (PW14046) (City Wide) (Item 7.2)

Councillor Clark indicated that he wished to be recorded as OPPOSED to subsection (d) of this Item.

(Whitehead/Duvall)
That Information Item (j) respecting Item 3 of Public Works Committee Report 13-014 respecting Public Works Yards Strategy Review be lifted from the Information Section.

CARRIED

(Whitehead/Duvall)

CARRIED
That Item 3 of Public Works Committee Report 13-014 respecting PW09029b - Public Works Yards Review Strategy, approved by Council on November 27, 2013 which
reads as follows be reconsidered:

3. **Public Works Yards Review Strategy (PW09029(b)) (City Wide) (Item 8.2)**

That Report PW09029(b) respecting Public Works Yards Review Strategy, be received.

(Merulla/Collins)
That Item 3 of Public Works Committee Report 13-014 respecting Public Works Yards Strategy Review be referred back to the Public Works Committee for a staff report to provide the background information.

CARRIED

(Whitehead/Duvall)
That the SEVENTH Report of the Public Works Committee be adopted, as amended, and the information section received. (attached hereto)

CARRIED

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**PLANNING COMMITTEE REPORT 14-009**

Item 11 Appeals to the Ontario Municipal Board on the City of Hamilton's Refusal or Neglect to Adopt an Amendment to the Urban Hamilton Official Plan for Lands Located at 591 and 611 Garner Road West (Ancaster) (LS14022/PED14126) (Delivered Under Separate Cover) (Item 12.1)

(Johnson/Partridge)
That Item 11 of Planning Committee Report 14-009 be amended by deleting and replacing the recommendations to read as follows:

11. **Appeals to the Ontario Municipal Board on the City of Hamilton's Refusal or Neglect to Adopt an Amendment to the Urban Hamilton Official Plan for Lands Located at 591 and 611 Garner Road West (Ancaster) (LS14022/PED14126) (Delivered Under Separate Cover) (Item 12.1)**

Regarding the Urban Hamilton Official Plan amendment application (OPA-13-016) for 591 and 611 Garner Road West:

(a) That Legal staff be directed to support the Official Plan Amendment to the Urban Hamilton Official Plan in a form satisfactory to the City Solicitor and with content acceptable to the Director of Planning at the Ontario Municipal Board which
implements the revised concept plan dated November 27, 2013, attached to Report LS14022/ PED14126 as Appendix “B”; and

(b) That Report LS14022/PED14126, except for Appendix B, remains confidential.

Amendment CARRIED
Main Motion as Amended CARRIED

(Johnson/Powers)
That the NINTH Report of the Planning Committee be adopted, as amended, and the information section received. (attached hereto)

CARRIED

GENERAL ISSUES COMMITTEE REPORT 14-012

Item 5 2014 Development Charges Study and By-laws (FCS14033) (Item 7.1)

(Clark/Pearson)
That Item 5 of General Issues Committee Report 14-012 respecting “2014 Development Charges Study and By-laws” be amended by adding the following as sub-section (e) and re-lettering the balance of the sections accordingly:

(e) That the increase to the Industrial Development Charge rate be phased in as follows:

(i) July 6, 2014 – No Increase ($8.98 per square foot)
(ii) January 6, 2015 – 50% of the increase ($10.21 per square foot)
(iii) July 6, 2015 – 100% of the increase ($11.44 per square foot – subject to indexing)

This amendment CARRIED on the following standing recorded votes:

Yeas: Powers, Whitehead, Partridge, Bratina, Pasuta, Johnson, Pearson, Clark and Farr
Total: 9
Nays: McHattie, Morrow, Merulla, Collins, Jackson, and Duvall
Total: 6
Absent: Ferguson
Total: 1

The Main Motion as Amended CARRIED on the following standing recorded votes:

Yeas: Powers, Whitehead, Partridge, Bratina, Pasuta, Johnson, Pearson, Clark, McHattie, Morrow, Collins, Jackson, Duvall and Farr
Total: 14
Item 7  Civic Gateway Study (PW14044(a)) (City Wide) (Item 8.1)

Councillors Collins, Merulla and Partridge indicated that they wished to be recorded as OPPOSED to this Item.

Item 14  Extension of Service Contract for Management of the Hamilton Farmers’ Market (FCS14046) (City Wide)

Councillor Jackson indicated that he wished to be recorded as OPPOSED to this Item.

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

CARRIED

AUDIT, FINANCE & ADMINISTRATION COMMITTEE REPORT 14-005

Item 17  Governance Review Sub-Committee Report 14-001, April 28, 2014 (Item 8.8)

(Clark/Partridge)
That subsection (a) of Item 17 of Audit, Finance & Administration Committee Report 14-005 respecting the Governance Review Sub-Committee Report 14-001 be amended by adding subsection (ii) to which reads as follows:

(ii) That staff be directed to report back in the New Year with respect to the cost of posting the disclosure of expenses.

The new amended subsection (a) to read as follows:

(a) Disclosure of Expenses (no copy) (Item 4.1)

(i) That staff be directed to proceed with posting the disclosure of expenses as presented, including the expense categories, to the City of Hamilton web site with an ongoing review of future capabilities and improvements.

(ii) That staff be directed to report back in the New Year with respect to the cost of posting the disclosure of expenses.

CARRIED

Main MOTION as amended CARRIED
(Clark/Pearson)
That the FIFTH Report of the Audit, Finance & Administration Committee be adopted, as amended, and the information section received. (attached hereto)

CARRIED

EMERGENCY & COMMUNITY SERVICES 14-004

(Farr/McHattie)
That the title of Item 1 which reads “2012-2015 Early Years Community Plan Implementation Strategy (CES14017) (City Wide) (Item 5.3)” be amended to read as follows:

1. Field Renovations on Adjacent Lands (CES14021) (Wards 7&9) (Item 5.3)

AMENDMENT CARRIED
Motion as Amended CARRIED

Information Item (e)(ii) of the Emergency and Community Services Committee Report 14-004

(Whitehead/Duvall)
That Item (e)(ii) of Emergency and Community Services Committee Report 14-004 respecting Sir Allan MacNab Track and Sports Field Facility Upgrades (CES14025) be LIFTED from the Information Section and added as Item 10 to Report 14-004:

10. Sir Allan MacNab Track and Sports Field Facility Upgrades (CES14025) (Ward 8)

(a) That the City of Hamilton negotiate and enter into a Licence Agreement with the Hamilton Wentworth District School Board (HWDSB) to refurbish the playing field and track facility located at Sir Allan MacNab Secondary School, located at 145 Magnolia Drive, Hamilton, Ontario for both school and community use, at a total cost of $520,000 to be funded from Capital Project I.D. 4241209808, as per the Athletic Track layout design attached hereto as Appendix “A”;

(b) That the Mayor and City Clerk be authorized and directed to execute the Licence Agreement between the City of Hamilton and the Hamilton Wentworth District School Board for the refurbishment and use of the Sir Allan MacNab Secondary School track and playing field facility, in a form satisfactory to the City Solicitor; and,

(c) That the General Manager of Community & Emergency Services or designate be granted the delegated authority to approve any changes to the Licence Agreement between the City of Hamilton and the Hamilton Wentworth District School Board and to execute any related or ancillary documentation as may be required to give effect thereto, in a form satisfactory to the City Solicitor.

CARRIED
Item 10  Sir Allan MacNab Track and Sports Field Facility Upgrades (CES14025) (Ward 8)

(Whitehead/Duvall)
That subsection (a) of Item 10 of Emergency and Community Services Committee Report 14-004 respecting Sir Allan MacNab Track and Sports Field Facility Upgrades be deleted in its entirety and replaced with the following subsections (a) and (b) and the balance be re-lettered accordingly:

(a) That the City of Hamilton negotiate and enter into a Licence Agreement with the Hamilton Wentworth District School Board (HWDSB) to refurbish the playing field and track facility located at Sir Allan MacNab Secondary School, located at 145 Magnolia Drive, Hamilton, Ontario for both school and community use, as per the Athletic Track layout design attached hereto as Appendix “A”;

(b) That the $520,000 total estimated design and construction cost of the project be funded as follows:

(i) $320,000 funded by the Ward 8 Area Rating Capital Reserve
(ii) $200,000 funded by the Hamilton Wentworth District Separate School Board

The amended Item 10 to read as follows:

(a) That the City of Hamilton negotiate and enter into a Licence Agreement with the Hamilton Wentworth District School Board (HWDSB) to refurbish the playing field and track facility located at Sir Allan MacNab Secondary School, located at 145 Magnolia Drive, Hamilton, Ontario for both school and community use, as per the Athletic Track layout design attached hereto as Appendix “A”;

(b) That the $520,000 total estimated design and construction cost of the project be funded as follows:

(i) $320,000 funded by the Ward 8 Area Rating Capital Reserve
(ii) $200,000 funded by the Hamilton Wentworth District Separate School Board

(c) That the Mayor and City Clerk be authorized and directed to execute the Licence Agreement between the City of Hamilton and the Hamilton Wentworth District School Board for the refurbishment and use of the Sir Allan MacNab Secondary School track and playing field facility, in a form satisfactory to the City Solicitor; and,

(d) That the General Manager of Community & Emergency Services or designate be granted the delegated authority to approve any changes to the Licence Agreement between the City of Hamilton and the Hamilton
Wentworth District School Board and to execute any related or ancillary documentation as may be required to give effect thereto, in a form satisfactory to the City Solicitor.

Amendment CARRIED
Main Motion as Amended CARRIED

(Farr/McHattie)
That the FOURTH Report of the Emergency & Community Services Committee be adopted as amended and the information section received. (attached hereto)

CARRIED

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

CARRIED

MOTIONS

7.1 Special Occasion Permit - Annual Labour Day Picnic

(McHattie/Farr)
WHEREAS, City Council has received Notice (attached hereto as Appendix “A”) from the Hamilton and District Labour Council that they wish to obtain a Special Occasion Permit to sell alcohol at the Annual Labour Day Picnic;

AND WHEREAS, the Alcohol & Gaming Commission of Ontario requires that if a permit holder is not a registered charity or non-profit organization or association, that a resolution of the Council is required to designate the event as one of municipal significance;

THEREFORE, BE IT RESOLVED:

(a) That the City of Hamilton hereby deems the Annual Labour Day Picnic being held at the Dundurn National Historic Site, 610 York Boulevard, Hamilton, ON, L8R 3E7, on September 1, 2014 from 11:00 a.m. to 3:00 p.m. as municipally significant;

(b) That the Applicant be provided a copy of this resolution for inclusion with their application to the Alcohol & Gaming Commission of Ontario.

CARRIED

7.2 Re-establishment of the Compliance Audit Committee for the 2014-2018 Council Term

(Powers/Johnson)
Whereas, the Municipal Elections Act, 1996, as amended states that an elector who is entitled to vote in an election and believes on reasonable grounds that a
candidate has contravened a provision of the Municipal Elections Act relating to election campaign finances may apply for a compliance audit of the candidate’s election campaign finances;

And, Whereas the Municipal Elections Act, 1996, as amended states that a Council or local board shall, before October 1 of an election year, establish a Compliance Audit Committee for the purposes of considering any compliance audit applications received;

Therefore, be it resolved:

(a) That Council re-establish the Compliance Audit Committee for the 2014-2018 general Municipal Election and any by-elections should they be required during that Council term;

(b) That the City Clerk be directed to advertise for citizens to serve on the Compliance Audit Committee;

(c) That the Selection Committee through the selection process, conduct interviews and recommend the appointments to City Council for consideration.

CARRIED

7.3 Amendment to Item 11 of General Issues Committee Report 14-007 respecting "Cannon Street Bi-Directional Cycle Track Pilot Project (PW14031) (Wards 1, 2 and 3)"

(McHattie/Farr)
That Item 11 of General Issues Committee Report 14-007 respecting “Cannon Street Bi-Directional Cycle Track Pilot Project (PW14031) (Wards 1, 2 and 3)”, approved by Council on March 26, 2014, as amended, be further amended by adding the following as sub-section (e):

(e) That Public Works Staff be directed to undertake a Communications Plan regarding the Cannon Street Bi-directional Cycle Track Pilot Project in consultation with the Ward Councillors, at an estimated cost of twenty-five thousand dollars ($25,000) funded from the Cycling Infrastructure Account.

To read as follows:

11. Cannon Street Bi-Directional Cycle Track Pilot Project (PW14031) (Wards 1, 2 and 3)

(a) That the General Manager, Public Works, be authorized to implement a three (3) year Cannon Street Bi-directional Cycle Track Pilot Project from Sherman Avenue to Hess Street in Spring 2014;
(i) the estimated capital cost of $867,200 be funded from Ward 2 – Capital Infrastructure (108053) $333,600, Ward 3 – Capital Infrastructure (10805) $333,600 and $200,000 funded from the Red-Light Camera Project Reserve (112203);

(ii) the projected annual operating cost of $242,990 be funded from the Tax Stabilization Reserve (110046) for 2014 and be referred to the annual budget process thereafter;

(b) That the General Manager, Public Works, be directed to report back at least annually through the budget process on the performance of the Bi-directional Cycle Track on Cannon Street pilot project, and to include actual operating cost;

(c) That the General Manager of Public Works be authorized and directed to undertake the detailed design and implementation of bike lanes on York Boulevard, from Hess Street to Dundurn Street, in co-ordination with the implementation of the three-year Bi-directional Cycle Track Pilot Project on Cannon Street, at an estimated cost of $58,000, funded from the Ward 1 Area Rating Account;

(d) That staff be directed to provide a status report to the General Issues Committee on all costs, expenditures and benefits, including labour impact on GFL and contingencies, involved during the period of the pilot project;

(e) That Public Works staff be directed to undertake a Communications Plan regarding the Cannon Street Bi-directional Cycle Track Pilot Project in consultation with the Ward Councillors, at an estimated cost of twenty-five thousand dollars ($25,000) funded from the Cycling Infrastructure Account.

CARRIED

Councillors Clark and Collins indicated that they wished to be recorded as OPPOSED to this Item.

7.4 Scott Park Lands

(Morrow/Merulla) That the City Manager in conjunction with the Mayor, as he wishes, and the Ward 3 Councillor be asked to supervise discussions among the following, and not limited to, organizations responsible for the future of the current Scott Park lands – including the Bernie Morelli Seniors Centre, the school site, Jimmy Thompson Pool, parking requirements for current and future needs, playing fields and open spaces and that a timely report be made back to Hamilton City Council through its appropriate committees.
(Powers/Merulla)
That motion 7.4 respecting Scott Park Lands be referred to the June 23, 2014 General Issues Committee meeting to first receive an update from Paul Johnson regarding this issue.

CARRIED

7.5 Proceeds from Fines to be Used for Environmental Mitigation (REVISED)

(Merulla/Collins)
Whereas the Ministry of Environment is responsible for levying fines on companies who have contravened environmental standards; and,

Whereas these fines and associated monies are received by the City of Hamilton for those contraventions in our jurisdiction; and,

Whereas the City of Hamilton, our community stakeholders and local partners are focused on continuous improvement and methods to reduce impacts on the environment.

Therefore be it resolved:

That City staff set up an Environmental Mitigation Reserve and work with community stakeholders, including but not limited to Environment Hamilton and Clean Air Hamilton, on identifying environmental mitigation tools and community development initiatives focused on air quality, that would be the recipients of funds received.

CARRIED AS AMENDED

7.6 One-Time Grant to the Canadian Football Hall of Fame

(Duvall/Farr)
Whereas the Canadian Football Hall of Fame (CFHOF) was awarded to Hamilton in February 1963 after a successful presentation by Mayor Lloyd D. Jackson;

And whereas the Canadian Football League has committed it wants to keep the CFHOF in Hamilton;

And whereas the City of Hamilton will play host to future Grey Cup Celebrations;

And whereas over the last number of years there have been ongoing discussions about the sustainability of the current CFHOF location;

And whereas, this plan is intended to ensure long term sustainability of the CFHOF;

And whereas, private sector partnerships will need to be developed and secured to ensure long term sustainability;
And whereas, the Board of Directors of the CFHOF had had discussion about a new location and facility;

And whereas the CFHOF has experienced lower than expected attendance, which has resulted in lower than expected revenue;

And whereas both the City of Hamilton and the Canadian Football League (CFL) have had discussions to develop a strategy to increase attendance;

And whereas the CFHOF has begun discussions and research on a relocation strategy and plan;

Therefore be it resolved:

That the City of Hamilton approve a one-time grant in the amount of $100,000 to the Canadian Football Hall of Fame, and it be funded through the Hamilton Capital Projects Reserve 108035.

(Partridge/Whitehead)

That Item 7.6 respecting One-Time Grant to the Canadian Football Hall of Fame be amended by adding the following subsection (b):

(b) That a $50,000 loan be issued to the Canadian Football Hall of Fame with the balance being dependent on a copy of the Hall’s 2013 financial statements and a letter of understanding (MOU) signed between the Canadian Football Hall of Fame and the City being presented to Council.

The amendment to read as follows:

Therefore be it resolved:

(a) That the City of Hamilton approve a one-time grant in the amount of $100,000 to the Canadian Football Hall of Fame, and it be funded through the Hamilton Capital Projects Reserve 108035;

(c) That a $50,000 loan be advanced to the Canadian Football Hall of Fame with the $50,000 balance being dependent on a copy of the Hall’s 2013 financial statements and a letter of understanding (MOU) signed between the Canadian Football Hall of Fame and the City being presented to Council.

Amendment CARRIED

Main Motion as Amended CARRIED

7.7 Regulations respecting Advertising and Communication

(Whitehead/Duvall)

WHEREAS the Canadian Centre for Bio-Ethical Reform (CCBR) is an educational Pro-Life organization reportedly undertaking across Canada an
18-year campaign to, in its words “convey the true horror” of abortion when “words are insufficient”

AND WHEREAS for that campaign CCBR is distributing materials throughout the Community, such as doorknob cards, and putting up banners in public places such as over highways like the “Linc” in Hamilton

AND WHEREAS the distributed materials and banners display graphic and disturbing images of aborted fetuses which are gruesome and which reportedly in the words of CCBR are intended to “convey true horror”

AND WHEREAS the CCBR itself says, the materials and banners are “graphic and disturbing” and “aimed to outrage people”

AND WHEREAS based on the complaints received by the City and many City Councillors the CCBR is correct such that the materials and banners have been unnecessarily upsetting for children and have been making other vulnerable persons “violently ill”

AND WHEREAS the CCBR and other Anti-Abortion and Pro-Life groups are entitled to publicize their viewpoint and position in keeping with the “Freedom of Expression” subject to Section 1 Limitations under the Canadian Charter of Rights and Freedoms but should be able to mount a very effective campaign in a way that is not deeply troubling for children or in a way that does not cause unnecessary physical discomfort or mental anguish to other vulnerable persons in the Community.

AND WHEREAS in other jurisdictions, such as in the State of Colorado in the USA, there have been Regulations passed which have been upheld even at the Court of Appeal level restricting the use of aborted fetuses in display materials and banners in order to shield them from children and other vulnerable persons

AND WHEREAS the Provincial and Federal Governments should take action, each in their own areas of jurisdiction, to prevent such graphic, gruesome and disturbing images from reaching children and other vulnerable persons;

AND WHEREAS there already exists legislation at both the Federal and Provincial levels such as in the area of commercial advertising to children under 13, Anti-Smoking advertising, tobacco sales advertising, alcohol sales advertising, all directed at inappropriate advertising to children and other vulnerable persons which regulations have been legally upheld.

AND WHEREAS there are advertising regulations in the private sector such as the Advertisers Code of Canada and various advertising provisions in Codes of Ethics for various professions in terms of ethical and appropriate advertising

Now, Therefore, Be it Resolved:
(a) That City Council respectfully request the Government of Canada through the Prime Minister and the Province of Ontario through the Premier to consider enacting legislation and/or Regulations in all aspects of their particular jurisdictions dealing with advertising and communication such as broadcasting/telecommunications advertising or consumer protection advertising to prevent the use of graphic, gruesome and disturbing images of aborted fetuses in display materials, advertising posters, banners, and other mediums as part of any Anti-Abortion or Pro-Life campaign at least to the extent that such images are shielded from children and other vulnerable persons;

(b) That the CCBR and others committed to the principles of Anti-Abortion and Pro-Life be informed that this resolution and any action arising thereout is not in any way intended to prevent any educational Pro-Life campaigns that they wish to undertake but rather to ensure that any such campaigns are undertaken in a manner that provides appropriate protection from those images for children and prevents other vulnerable persons in society from getting seriously ill physically or mentally from seeing such images.

(c) That this Resolution be forwarded to the Municipalities of Ontario (AMO) and to the Federation of Canadian Municipalities (FCM) for their endorsement and support in bringing this important matter to the attention of our Federal and Provincial Governments.

CARRIED

NOTICES OF MOTIONS

Councillor Powers presented the following Notice of Motion:

8.1 Implementation of the Action Plan contained on Page 43 and 44 of the Rapid Ready Report

That notwithstanding Council’s position of support for LRT subject to 100 per cent provincial funding, Council reconfirms its support for the action plan outlined on pages 43 and 44 of the Rapid Ready Report, attached hereto as Appendix “A”, and directs that the relevant staff report to the appropriate committee with a schedule for implementation be prepared as soon as is realistic.

Councillor Duvall introduced the following Notice of Motion:

8.2 One-Time Grant to the Canadian Football Hall of Fame

Whereas the Canadian Football Hall of Fame (CFHOF) was awarded to Hamilton in February 1963 after a successful presentation by Mayor Lloyd D. Jackson;
And whereas the Canadian Football League has committed it wants to keep the CFHOF in Hamilton;

And whereas the City of Hamilton will play host to future Grey Cup Celebrations;

And whereas over the last number of years there have been ongoing discussions about the sustainability of the current CFHOF location;

And whereas, this plan is intended to ensure long term sustainability of the CFHOF;

And whereas, private sector partnerships will need to be developed and secured to ensure long term sustainability;

And whereas, the Board of Directors of the CFHOF had had discussion about a new location and facility;

And whereas the CFHOF has experienced lower than expected attendance, which has resulted in lower than expected revenue;

And whereas both the City of Hamilton and the Canadian Football League (CFL) have had discussions to develop a strategy to increase attendance;

And whereas the CFHOF has begun discussions and research on a relocation strategy and plan;

Therefore be it resolved:

That the City of Hamilton approve a one-time grant in the amount of $100,000 to the Canadian Football Hall of Fame, and it be funded through the Hamilton Capital Projects Reserve 108035.

(Duvall/Farr)

That the Rules of Order be waived to allow the introduction of a motion respecting funding for the Canadian Football Hall of Fame.

CARRIED

For disposition of this matter see Item 7.6.

Councillor Whitehead presented the following Notice of Motion:

8.3 Regulations respecting Advertising and Communication

WHEREAS the Canadian Centre for Bio-Ethical Reform (CCBR) is an educational Pro-Life organization reportedly undertaking across Canada an 18-year campaign to, in its words "convey the true horror" of abortion when "words are insufficient"
AND WHEREAS for that campaign CCBR is distributing materials throughout the Community, such as doorknob cards, and putting up banners in public places such as over highways like the “Linc” in Hamilton.

AND WHEREAS the distributed materials and banners display graphic and disturbing images of aborted fetuses which are gruesome and which reportedly in the words of CCBR are intended to “convey true horror”

AND WHEREAS the CCBR itself says, the materials and banners are “graphic and disturbing” and “aimed to outrage people”

AND WHEREAS based on the complaints received by the City and many City Councillors the CCBR is correct such that the materials and banners have been unnecessarily upsetting for children and have been making other vulnerable persons “violently ill”

AND WHEREAS the CCBR and other Anti-Abortion and Pro-Life groups are entitled to publicize their viewpoint and position in keeping with the “Freedom of Expression” subject to Section 1 Limitations under the Canadian Charter of Rights and Freedoms but should be able to mount a very effective campaign in a way that is not deeply troubling for children or in a way that does not cause unnecessary physical discomfort or mental anguish to other vulnerable persons in the Community.

AND WHEREAS in other jurisdictions, such as in the State of Colorado in the USA, there have been Regulations passed which have been upheld even at the Court of Appeal level restricting the use of aborted fetuses in display materials and banners in order to shield them from children and other vulnerable persons.

AND WHEREAS the Provincial and Federal Governments should take action, each in their own areas of jurisdiction, to prevent such graphic, gruesome and disturbing images from reaching children and other vulnerable persons;

AND WHEREAS there already exists legislation at both the Federal and Provincial levels such as in the area of commercial advertising to children under 13, Anti-Smoking advertising, tobacco sales advertising, alcohol sales advertising, all directed at inappropriate advertising to children and other vulnerable persons which regulations have been legally upheld.

AND WHEREAS there are advertising regulations in the private sector such as the Advertisers Code of Canada and various advertising provisions in Codes of Ethics for various professions in terms of ethical and appropriate advertising.

Now, Therefore, be it resolved:

(a) That City Council respectfully request the Government of Canada through the Prime Minister and the Province of Ontario through the Premier to
consider enacting legislation and/or Regulations in all aspects of their particular jurisdictions dealing with advertising and communication such as broadcasting/telecommunications advertising or consumer protection advertising to prevent the use of graphic, gruesome and disturbing images of aborted fetuses in display materials, advertising posters, banners, and other mediums as part of any Anti-Abortion or Pro-Life campaign at least to the extent that such images are shielded from children and other vulnerable persons;

(b) That the CCBR and others committed to the principles of Anti-Abortion and Pro-Life be informed that this resolution and any action arising thereout is not in any way intended to prevent any educational Pro-Life campaigns that they wish to undertake but rather to ensure that any such campaigns are undertaken in a manner that provides appropriate protection from those images for children and prevents other vulnerable persons in society from getting seriously ill physically or mentally from seeing such images.

(c) That this Resolution be forwarded to the Municipalities of Ontario (AMO) and to the Federation of Canadian Municipalities (FCM) for their endorsement and support in bringing this important matter to the attention of our Federal and Provincial Governments.

(Whitehead/Duvall)
That the Rules of Order be waived to allow the introduction of a motion respecting Regulations respecting Advertising and Communications.

CARRIED

For disposition of this matter see Item 7.7.

STATEMENT BY MEMBERS

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

PRIVATE AND CONFIDENTIAL

None

BY-LAWS

(Pearson/Clark)
That the Bill List be amended by deleting Bill No. 145 respecting “2014 Development Charges on Lands within the City of Hamilton” and replacing with Bill No. 145 respecting “the Signing of a Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds between the Association of Municipalities of Ontario and the City of Hamilton”

Amendment CARRIED
That Bills No. 14-133 to 14-146 be passed, 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:

**Bill No.**

133  To Amend By-law No. 01-218, as amended, To Regulate On-Street Parking:  
Schedule 5 – Parking Meters  
Schedule 6 – Time Limit Parking  
Schedule 8 – No Parking Zones  
Schedule 12 – Permit Parking Zones  
Schedule 14 – Wheelchair Loading Zones

134  To Incorporate City Land Designated as Block 14 on Plan 62M-1134 into Carlson Street

135  To Incorporate City Land Designated as Block 149 on Plan 62M-1131 into Cathedral Court

136  To Incorporate City Land Designated as Block 59 on Plan 62M-1199 into Crafter Crescent

137  To Incorporate City Land Designated as Block 60 on Plan 62M-1199 into Crafter Crescent

138  To Impose a Storm and Sanitary Sewer Charge upon owners of land abutting Kopperfield Lane from Glancaster Road to approximately 134 metres easterly, in the City of Hamilton

139  To Impose a Watermain Service Connection Charge upon owners of land abutting Kopperfield Lane from Glancaster Road to approximately 134 metres easterly, in the City of Hamilton

140  Respecting Removal of Part Lot Control, Block 5, Registered Plan No. 62M-1184  
76, 78, 80, 82, 84, 86, 88 and 90 Lupo Drive (Flamborough)


142  To Amend By-law No. 05-012 as it relates to Designation of 320 King Street East, Hamilton under the Ontario Heritage Act

143  To Amend Zoning By-law No. 05-200, Respecting Lands Located at 620 South Service Road, Hamilton

144  To Provide for Advance Voting for the 2014 Municipal Election

145  To Authorize the Signing of a Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds between the Association of Municipalities of Ontario and the City of Hamilton

146  To Confirm Proceedings of Council

CARRIED AS AMENDED
(Jackson/Whitehead)
The minutes are adjourned at 9:45 p.m. CARRIED

Respectfully submitted,

Mayor B. Bratina

R. Caterini
City Clerk
PLANNING COMMITTEE
REPORT 14-009
As Amended by Council on June 11, 2014
9:30 am
Tuesday, June 3, 2014
Council Chambers
Hamilton City Hall
71 Main Street West

Present: Councillors B. Johnson (Chair), J. Partridge (1st Vice Chair), J. Farr, B. Clark, L. Ferguson, R. Pasuta, M. Pearson and T. Whitehead

Absent with Regrets: Councillor C. Collins – personal

THE PLANNING COMMITTEE PRESENTS REPORT 14-009 AND RESPECTFULLY RECOMMENDS:

1. Request to Designate 103 Kenilworth Avenue North, Hamilton (Kenilworth Library) Under Part IV of the Ontario Heritage Act (PED14100) (Ward 4) (Item 5.3)

   (a) That Council direct staff to carry out a Cultural Heritage Assessment of 103 Kenilworth Avenue North, Hamilton, shown in Appendix “A” of Report PED14100, to determine whether the property is of cultural heritage value worthy of designation under Part IV of the Ontario Heritage Act.

   (b) That the Cultural Heritage Assessment work be assigned a low priority, and be added to staff’s work program for completion in 2019, as per the attached Appendix “F” of Report PED14100.

   (c) That if 103 Kenilworth Avenue North, Hamilton, is determined to be of cultural heritage value or interest, a Statement of Cultural Heritage Value or Interest and Description of Heritage Attributes be prepared by staff for Council’s consideration for designation under Part IV of the Ontario Heritage Act.

Council – June 11, 2014
(d) That a copy of Report PED14100 be forwarded to the Hamilton Municipal Heritage Committee for information.

(e) That a copy of Report PED14100 be forwarded to the following for information: the Branch Services Section of the Hamilton Public Library; the Corporate Assets and Strategic Planning Division of the Public Works Department; the Heritage Resource Management Section of the Tourism and Culture Division; and, the Real Estate Section of the Economic Development Division.

2. Heritage Permit Application HP2014-011, Under Part V of the Ontario Heritage Act, for the Demolition of an Existing Garage and Erection of a New Garage at 6 Victoria Street (Dundas) (PED14114) (Ward 13) (Item 5.4)

That Heritage Permit Application HP2014-011 be approved for the demolition of an existing garage and erection of a new garage, on the designated property at 6 Victoria Street (Cross-Melville Heritage Conservation District) (Dundas), subject to the following conditions:

(a) That the previous Heritage Permit HP2013-034, approved by Council on August 16, 2013, is revoked as of the approval of Heritage Permit HP2014-011;

(b) That the design and location for any light fixtures on the front elevation shall be submitted, to the satisfaction and approval of Planning staff, prior to installation;

(c) That detailed plans and elevations, including any minor changes following Heritage Permit approval, shall be submitted, to the satisfaction and approval of Planning staff, prior to submission as part of any application for a Building Permit; and,

(d) That construction and site alterations, in accordance with this approval, shall be completed no later than May 31, 2016.

(e) That if the construction and site alterations are not completed by May 31, 2016, then this approval expires as of that date, and no alterations shall be undertaken without a new approval issued by the City of Hamilton.
3. **Heritage Permit Application HP2014-012, Under Part V of the Ontario Heritage Act, for the Demolition of an Existing Garage, Removal of a Metal Shed and Erection of Fencing at 4 Griffin Street (Waterdown) (PED14115) (Ward 15) (Item 5.5)**

That Heritage Permit Application HP2014-012 be approved for the demolition of an existing garage, removal of a metal shed and erection of fencing, on the designated property at 4 Griffin Street (Mill Street Heritage Conservation District) (Waterdown), subject to the following conditions:

(a) That the new fence shall match the materials, height and design of the existing fence otherwise the materials, height and design for a new fence shall be submitted to the satisfaction and approval of Planning staff prior to construction; and,

(b) That implementation of the alterations, in accordance with this approval, shall be completed no later than May 31, 2016.

(c) That if the site alterations are not completed by May 31, 2016, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

4. **Amendments to By-law No. 05-012 Designating 320 King Street East (Hamilton) under Part IV of the Ontario Heritage Act (PED14116) (Ward 2) (Item 5.6)**

(a) That the designation of 320 King Street East (Hamilton), shown in Appendix “A” of Report PED14116, as a property of cultural heritage value be amended pursuant to the provisions of Part IV of the Ontario Heritage Act.

(b) That the Statement of Cultural Heritage Value or Interest and Description of Heritage Attributes, contained within the draft By-law attached as Appendix “B” to Report PED14116, be approved.

(c) That the City Clerk be directed to take appropriate action to amend the designation of 320 King Street East (Hamilton), under Part IV of the Ontario Heritage Act, including causing notice of intention to amend the designation to be served on the owner of the property and the Ontario Heritage Trust and publication in a newspaper having general circulation, in accordance with the Notice of Intention to Designate (Amendment to Existing Designation), attached as Appendix “C” to Report PED14116.
5. **Administrative Monetary Penalty System (AMP) for Parking Infractions (PED14120) (City Wide) (Item 5.7)**

That Report PED14120, Administrative Monetary Penalty System (AMP) for Parking Infractions, be received.

6. **Application for Approval of a Draft Plan of Condominium Conversion for Lands Located at 12 Proctor Boulevard, Hamilton (PED14095) (Ward 3) (Item 6.1)**

That approval be given to Condominium Conversion Application CDM-CONV-12-02, by Radcliffe Properties Inc. c/o: David Horwood, Owner, to establish a Draft Plan of Condominium for 34 existing apartment units and 35 parking space units, located at 12 Proctor Boulevard, Hamilton, as shown on Appendix “A” to Report PED14095, subject to the following conditions:

(a) That this approval apply to the plan prepared by A.T. McLaren Limited, and certified by S. D. McLaren, O.L.S., dated December 20, 2012, showing a total of 34 residential dwelling units and 35 parking space units, attached as Appendix “B” to Report PED14095;

(b) That the Final Plan of Condominium complies with all of the applicable provisions of Zoning By-law No. 6593;

(c) That the owner satisfies all conditions, financial or otherwise, of the City of Hamilton;

(d) That the owner shall submit a report, in accordance with Section 9(4) of the Ontario Condominium Act, 1998, prepared and certified by a qualified Registered Professional Engineer or Licensed Architect, to the satisfaction of the Chief Building Official of the City of Hamilton, to confirm the structural and mechanical integrity of the building, and any owner-initiated measures required to correct any deficiencies, prior to the release of the final plan for registration; and,

(e) That the owner/applicant shall include the following warning clause in all Development Agreements and all Offers of Purchase and Sale or Lease/Rental Agreements:

“Purchasers/tenants are advised that sound levels, due to increasing road traffic, may occasionally interfere with some activities of the dwelling occupants, as the sound levels may exceed the Municipality’s and the Ministry of the Environment’s noise criteria.”

Council – June 11, 2014
7. Applications for Amendments to the Urban Hamilton Official Plan, the City of Hamilton Zoning By-law 6593, and Draft Plan of Subdivision known as “Fontana Gardens Phase 3”, Hamilton (PED14106) (Ward 8) (Item 6.2)

(a) That approval be given to Urban Hamilton Official Plan Amendment Application UHOPA-14-006, by Angros Enterprises, Owner, for a site specific modification to the Neighbourhood Designation, in order to permit the development of a multiple dwelling block within a Medium Density Residential area at a density below 60 units per hectare, as shown on Appendix “B” to Report PED14106, on the following basis:

That the draft Official Plan Amendment, attached as Appendix “B” to Report PED14106, be adopted by City Council.

(b) That approval be given to revised Zoning Application ZAC-07-091, by Angros Enterprises, Owner, for changes in zoning from the “AA” (Agricultural) District and the “C” (Urban Protected Residential) District to the “D” (Urban Protected Residential – 1 and 2 Family Dwelling) District, Modified, the “D”-“H” (Urban Protected Residential – 1 and 2 Family Dwelling - Holding) District, Modified, the “C” (Urban Protected Residential, etc.) District, Modified, the “RT-30” (Street Townhouse) District, Modified and the “E” District (Multiple Dwellings, Lodges, Clubs, etc.), Modified as shown on Appendix “C” to Report PED14106, on the following basis:

(i) That the draft By-law, attached as Appendix “B” to Report PED14106, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;

(ii) That the amending By-law be added to Schedule “A”, Map No. W-9b of Zoning By-law No. 6593; and,

(iii) That the proposed change in zoning is in conformity with the Urban Hamilton Official Plan upon finalization of Official Plan Amendment No.

(c) That approval be given to Draft Plan of Subdivision Application 25T-200717, by Angros Enterprises, Owner, to establish a draft plan of subdivision known as “Fontana Gardens – Phase 3”, on lands located within Part of Lot 16, Concession 7, Lands Located at 794 to 802 West 5th Street, 810 West 5th Street, Portion of 820 West 5th Street and Block 112, Plan 62M-1040, in the former City of Hamilton, as shown on Appendix “A” to Report PED14106, subject to the following conditions:

(i) That this approval apply to the Draft Plan of Subdivision, 25T-200717, prepared by A.J. Clarke and Associates, and certified by

Council – June 11, 2014
B.J. Clarke, O.L.S., dated November 6, 2012, showing 37 Blocks/Lots, consisting of nine Lots (Lots 9-17) for single detached units, 10 Lots (Lots 1-8, 34 and 35) for semi-detached units, 16 Lots (Lots 18-33) for street townhouse units, one Block (Block 36) for a multiple dwelling and one Block (Block 37) for Future Development, and finally the extension of a public street (Springvalley Crescent) and creation of a new cul-de-sac (currently Angie Place but to be renamed in accordance with City Street Naming Policy), subject to the owner entering into a Standard Form Subdivision Agreement, as approved by City Council, and with the Special Conditions attached as Appendix “E” to Report PED14106;

(ii) Acknowledgement by the City of Hamilton that there shall be no cost sharing within this development;

(iii) That payment of Cash-in-Lieu of Parkland will be required, pursuant to Section 42 of the Planning Act, prior to the issuance of each building permit. The calculation of the Cash-in-Lieu payment shall be based upon the value of the lands on the day prior to the day of issuance of each building permit;

1. With regard to Blocks 18-33 (Street Townhouses), a parkland dedication, at a ratio of 0.6 ha per 300 dwelling units, will be required;

2. Additionally, Blocks 1-17, 34 and 35 (Single Detached Residential / Semi-Detached Residential) will require a parkland dedication ratio of 5%; and,

3. Lastly, Block 36 (Multiple Dwelling / Block Townhouse) shall require a parkland dedication ratio of 1 ha per 300 dwelling units will be required.

All payment of cash-in-lieu will be in accordance with the financial Policies for Development and the City’s Parkland Dedication By-law, as approved by Council.

(d) That upon conveyance of Block 37 to the City of Hamilton, that the lands be declared surplus in accordance with By-law 04-299.

(e) That upon finalization of the implementing By-law, a portion of the subject lands within the Gourley Neighbourhood Plan be re-designated from “Single and Double” to “Attached Housing” (Lots 18-33 Appendix “D”) and “Low Density Apartments” (Block 36 on Appendix “D”).

Council – June 11, 2014
8. **Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for the Lands Located at 620 South Service Road (Stoney Creek) (PED14110) (Ward 10) (Item 6.3)**

That approval be given to Zoning Application ZAR-13-052, by 610 South Service Road Inc., Owner, for a change in zoning to Hamilton By-law No. 05-200 from the Prestige Industrial (M3, 439) Zone, Modified, to the existing site-specific Prestige Industrial (M3, 434) Zone, Modified, to add additional parking for the existing arena, for the lands located at 620 South Service Road, Stoney Creek, as shown on Appendix “A”, on the following basis:

(a) That the draft By-law, attached as Appendix “B” to Report PED14110, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council.

(b) That the change in zoning conforms to the Urban Hamilton Official Plan.

9. **Hamilton Municipal Heritage Committee Report 14-006 (Item 8.2)**

That City Council be advised that the Hamilton Municipal Heritage Committee endorse the designation of the property at 1 St. James Place, Hamilton as approved by Council on May 29, 2014, including the Statement of Cultural Heritage Value or Interest and Description of Heritage Attributes contained in the Notice of Intention to Designate.

10. **North Hamilton Community Health Centre (Item 9.1)**

That the North Hamilton Community Health Centre, located at 428 Hughson Street, is hereby confirmed to be a charitable non-profit use and that the Director of Planning be directed and authorized to exempt the North Hamilton Community Health Centre from the parkland dedication requirements for the erection of a greenhouse for a horticultural therapy program in accordance with the City of Hamilton Parkland Dedication By-law.

11. **Appeals to the Ontario Municipal Board on the City of Hamilton’s Refusal or Neglect to Adopt an Amendment to the Urban Hamilton Official Plan for Lands Located at 591 and 611 Garner Road West (Ancaster) (LS14022/PED14126) (Delivered Under Separate Cover) (Item 12.1)**

Regarding the Urban Hamilton Official Plan amendment application (OPA-13-016) for 591 and 611 Garner Road West.
(a) That Legal staff be directed to support the Official Plan Amendment to the Urban Hamilton Official Plan in a form satisfactory to the City Solicitor and with content acceptable to the Director of Planning at the Ontario Municipal Board which implements the revised concept plan dated November 27, 2013, attached to Report LS14022/ PED14126 as Appendix "B"; and

(b) That Report LS14022/PED14126, except for Appendix B, remains confidential.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

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

DISCUSSION ITEMS

Background Motion from Council
8.1 Work Plan to Address Performance Audit Report 2013-14 - Unlicensed Businesses (referred from Audit, Finance and Administration - Enforcement of Businesses Operating Without a License (PED13037(b))

8.2 Hamilton Municipal Heritage Committee Report 14-006

The Agenda for the June 3, 2014 meeting of the Planning Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

None.

(c) APPROVAL OF MINUTES (Item 3)

(i) May 20, 2014

The Minutes of the May 20, 2014 Planning Committee meeting were approved.

(d) DELEGATION REQUESTS (Item 4)
(i) Delegation Request from Rami Reda respecting Medicinal Marijuana By-law Review for a future meeting (Item 4.1)

The delegation request from Rami Reda respecting Medicinal Marijuana By-law Review was approved for the June 17, 2014 meeting of Planning Committee.

(e) CONSENT ITEMS (Item 5)

(i) Hamilton Historical Board Minutes - April 15, 2014 (Item 5.1)

The Hamilton Historical Board Minutes - April 15, 2014, were received.

(ii) Amendments to Telecommunication Tower and Antenna Protocol (PED14094) (City Wide) (Item 5.2)

Report PED14094, Amendments to Telecommunication Tower and Antenna Protocol, was referred back to staff for a further with a report addressing prohibiting lattice towers, a 400m separation between residents and schools, and the City’s authority for telecommunication towers and antennas.

(f) PUBLIC HEARINGS AND DELEGATIONS (Item 6)

(i) Application for Approval of a Draft Plan of Condominium Conversion for Lands Located at 12 Proctor Boulevard, Hamilton (PED14095) (Ward 3) (Item 6.1)

In accordance with the provision of the Planning Act, Chair B. Johnson 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 draft plan of condominium, 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.
No public speakers came forward.

The public meeting respecting Report PED14095 Application for Approval of a Draft Plan of Condominium Conversion for Lands Located at 12 Proctor Boulevard, Hamilton, was closed.

The staff presentation respecting Report PED14095 Application for Approval of a Draft Plan of Condominium Conversion for Lands Located at 12 Proctor Boulevard, Hamilton, was waived.

For disposition on this Item, refer to item 6.

(ii) Applications for Amendments to the Urban Hamilton Official Plan, the City of Hamilton Zoning By-law 6593, and Draft Plan of Subdivision known as “Fontana Gardens Phase 3”, Hamilton (PED14106) (Ward 8) (Item 6.2)

In accordance with the provision of the Planning Act, Chair B. Johnson 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 draft plan, official plan and 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.

No public speakers came forward.

The public meeting respecting Report PED14106 Applications for Amendments to the Urban Hamilton Official Plan, the City of Hamilton Zoning By-law 6593, and Draft Plan of Subdivision known as “Fontana Gardens Phase 3”, Hamilton, was closed.

The staff presentation respecting Report PED14106 Applications for Amendments to the Urban Hamilton Official Plan, the City of Hamilton Zoning By-law 6593, and Draft Plan of Subdivision known as “Fontana Gardens Phase 3”, Hamilton, was waived.

For disposition on this Item, refer to item 7.

(iii) Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for the Lands Located at 620 South Service Road (Stoney Creek) (PED14110) (Ward 10) (Item 6.3)
In accordance with the provision of the Planning Act, Chair B. Johnson 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.

No public speakers came forward.

The public meeting respecting Report PED14110 Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for the Lands Located at 620 South Service Road (Stoney Creek), was closed.

Murray Mazza, lawyer on behalf of the applicant, expressed support for the staff recommendations.

The staff presentation respecting Report PED14110 Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for the Lands Located at 620 South Service Road (Stoney Creek), was waived.

For disposition on this Item, refer to item 8.

(g) DISCUSSION ITEMS (Item 8)

(i) Work Plan to Address Performance Audit Report 2013-14 - Unlicensed Businesses (referred from Audit, Finance and Administration - Enforcement of Businesses Operating Without a License (PED13037(b))) (Item 8.1)

The Work Plan to Address Performance Audit Report 2013-14 - Unlicensed Businesses (referred from Audit, Finance and Administration - Enforcement of Businesses Operating Without a License (PED13037(b)) was added to the Planning Committee Outstanding Business List for a report back in June 2015.

(h) MOTIONS (Item 9)

(i) North Hamilton Community Health Centre (Item 9.1)
(a) The motion was amended by deleting the word, “deemed”, before the words, “to be a charitable organization” and replace it with the word, “confirmed”.

(b) The motion was amended by adding the words, “for the erection of a green house for a horticultural therapy program” before the words, “in accordance with the City of Hamilton Parkland Dedication By-law”.

For disposition on this Item, refer to item 10.

(ii) World Cup Soccer – Hamilton Patios (Item 9.2)

During the world cup soccer festivities, MLE Officers are to use discretion when enforcing the by-law to not allow televisions on patios in Hamilton.

The motion was DEFEATED on the following vote:

Yeas: Whitehead, Pearson, Farr
Total: 3
Nays: Ferguson, Clark, Pasuta, Partridge, Johnson
Total: 5
Absent: Collins
Total: 1

(i) NOTICES OF MOTION (Item 10)

Councillor Farr introduced the following Notice of Motion:

(i) World Cup Soccer – Hamilton Patios (Item 10.1)

During the world cup soccer festivities, MLE Officers are to use discretion when enforcing the by-law to not allow televisions on patios in Hamilton.

The rules were waived in order to introduce a motion respecting World Cup Soccer – Hamilton Patios

The motion CARRIED on the following vote:

Yeas: Whitehead, Pearson, Farr, Ferguson, Pasuta, Partridge, Johnson
Total: 7
For disposition on this Item, refer to item (h)(ii).

(j) 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 F: City of Hamilton Revised Sidewalk Policy for New Development (PED12234) (City Wide)
    Due Date: June 3, 2014
    Proposed Due Date: August 12, 2014

(bb) Item P: City Initiative to Amend Hamilton Zoning By-law No. 6593 for the Properties Located at 118 to 338 Mountain Brow Boulevard (Hamilton) (PED13101)
    Due Date: June 3, 2014
    Proposed Due Date: September 16, 2014

The following items were removed from the Outstanding Business List:

(aa) Item B: Woodland Manor (PED08306)

(k) PRIVATE AND CONFIDENTIAL (Item 12)

(i) Appeals to the Ontario Municipal Board on the City of Hamilton’s Refusal or Neglect to Adopt an Amendment to the Urban Hamilton Official Plan for Lands Located at 591 and 611 Garner Road West (Ancaster) (LS14022/PED14126) (Delivered Under Separate Cover) (Item 12.1)

Pursuant to Sub-sections 8.1(f) and (e) of the City’s Procedural By-law and Section 239.2 of the Municipal Act as the subject matter pertains to the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

For disposition on this Item, refer to item 11.

(l) ADJOURNMENT

Council – June 11, 2014
There being no further business, the Planning Committee adjourned at 10:37 a.m.

Respectfully submitted,

Councillor B. Johnson
Chair, Planning Committee

Vanessa Robicheau
Legislative Coordinator
Office of the City Clerk
Public Works Committee

Report 14-007

As Amended by Council June 11, 2014

9:30 a.m.
Monday June 2, 2014
Council Chambers
Hamilton City Hall
71 Main Street West

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Present:
Councillors T. Whitehead (Chair), S. Merulla (Vice Chair),
C. Collins, L. Ferguson, T. Jackson, B. McHattie, R. Powers

Absent with Regrets:
Councillor - S. Duvall – City Business
Councillor - R. Pasuta - Personal

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The Public Works Committee Presents Report 14-007 and
Respectfully Recommends:

1. Deposit of Notice on Title - Affected Properties on Searle Street Related to
Access to the Private Garage from Bull's Lane (PW14020(a)) (Ward7) (Item 5.1)

That Report PW14020(a) respecting a Deposit of Notice on Title – Affected Properties
on Searle Street Related to Access to the Private Garage from Bull’s Lane, be
received.

The recommendations of Item 2 were amended as follows:

2. Delegated Authority for Records of Site Condition (PW14057) (City Wide) (Item
5.2)

That Item 2 of Public Works Committee Report 14-007 respecting Delegated Authority
for Records of Site Condition (PW14057) be referred back to the Public Works
Committee for clarity.

3. Organizational Structure Improvements and Staff Complement Improvements -
Public Works Department (PW14046) (City Wide) (Item 7.2)

That the following program transfers and position adjustments, as detailed within
Report PW14046, be approved:

Council – June 11, 2014
(a) Transfer the Recycling & Waste Disposal Section from the Environmental Services Division to the Operations Division;

(b) Transfer the Business Programs Section from the Corporate Assets & Strategic Planning Division to the Operations Division and one Community Liaison Coordinator, one Outreach Clerk, one Technical Analyst and one student position to the Environmental Services Division;

(c) Transfer the Policy & Program Section (Operating Support Component) from the Strategic Planning, Corporate Assets & Strategic Planning Division, to the Operations Division and one Policy/Program Analyst to Environmental Services Division and one Road Programming Technologist to the Engineering Services Division;

(d) Establish a “Manager of Winter Control” position within the Operations Division through the conversion of one vacant Concrete Finisher position;

(e) Establish a position of Manager of Waterfront Development in the Corporate Assets & Strategic Planning Division, Strategic Planning group, through the transfer and conversion of the vacant Supervisor of Administrative Services position within the Business Programs Section;

(f) Transfer a position of Senior Project Manager Construction Management from the Engineering Services Division, to the Corporate Assets & Strategic Planning Division, Strategic Planning group, Waterfront Development.

4. Municipal Act Project - Sanitary and Storm Sewer on Eleanor Avenue (PW14053) (Ward 7) (Item 8.1)

(a) That pursuant to Section 250.1 of the Municipal Act, 2001, S.O. 2001, a full cost recovery mechanism be implemented for the construction cost of the sanitary and storm sewer extension in order to recover, for the City, the total estimated cost of $516,591.56, for sanitary sewer on Eleanor Avenue from 35m south of Dulgaren Street to 190m north and storm sewer on Dulgaren Street from Eleanor Avenue to 23m west and on Eleanor Avenue from Dulgaren Street to 190m north;

(b) That the charges for the municipal sanitary and storm sewer extension outlined in Recommendation (a) of Report PW14053 which include one (1) sanitary and one (1) storm sewer private drain per property from the main sewer to the property line be payable upon the completion of the construction works by the benefiting property owners on Eleanor Avenue, on a property frontage basis for the mainline sewer and a linear meter basis for private drains,

(c) That the General Manager of Finance and Corporate Services be authorized and directed to prepare the necessary full cost recovery by-law; and

(d) That in conjunction with the works identified in PW14053 that staff also include the construction of sidewalks on the west side of Eleanor Avenue (from Stone Church Road to Dulgaren Street), with the additional funding coming from within existing Public Works budgets and that the Ward Councillor be consulted to examine additional funding options.
FOR THE INFORMATION OF COUNCIL:

(a) CEREMONIAL ACTIVITY

Ms. Karen Stephenson, representing Scotts Canada, addressed the Committee respecting the 2014 Gardens and Green Spaces Grant that has been awarded to the City of Hamilton. Ms. Stephenson also played a video which described the Grant and details about the project.

Mr. Raymond Carriere, representing Communities in Bloom, addressed the Committee respecting the 2014 Gardens and Green Spaces Grant.

A cheque presentation followed and the award was presented to staff.

(b) APPROVAL OF THE AGENDA (Item 1)

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

(i) Added as Item 4.2 - a Delegation Request from Sara Mayo, Social Planning and Research Council of Hamilton, respecting Deferral a City Funded Bus Training Project.

(ii) Added as Item 6.2 - a Delegation Request from Matthew Froese respecting the Installation of Traffic Calming Measures on Charlton Avenue East (approved at the May 22nd meeting of the Public Works Committee)

(iii) Added as Item 10.2 - a Notice of Motion respecting Sidewalk Construction along the south portion of Acadia Drive and on both sides of Upper Sherman Avenue between Rymal Road East and Stonechurch Road, and on both sides of Rymal Road East from Upper Wellington Street to Upper Ottawa Street

(iv) Added as Item 11.1 a discussion about Item 3 of Public Works Committee Report 13-014 respecting PW09029b respecting a Public Works Yards Review Strategy

The June 2, 2014 Public Works Committee Agenda was approved as amended.

(c) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

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

The Minutes of the May 22, 2014 Public Works Committee meeting were approved as presented.
(e) DELEGATION REQUESTS (Item 4)

(i) Delegation request from Sara Mayo, Social Planning and Research Council of Hamilton, respecting a City Funded Bus Training Project (Item 4.1)

The delegation request from Sara Mayo, Social Planning and Research Council of Hamilton, respecting a City Funded Bus Training Project was approved for today’s meeting.

(f) PUBLIC HEARINGS/DELEGATIONS (Item 6)

(i) Delegation from Michelle Martin, Community Access to Transportation, respecting a City Funded Bus Training Project (Item 6.1)

Ms. Martin, from Community Access to Transportation, addressed the Committee respecting a City Funded Bus Training Project with the aid of a PowerPoint presentation. A copy of the presentation has been retained for the public record.

Ms. Martin’s presentation included, but was not limited to, the following:

- Field Training – with Task Analysis Example
- Overview of the Instructional Videos used in the Project to aid participants
- Outcomes of the Project
- Results of the Survey Conducted on the Project
- Importance of Access to Ongoing Training
- Involvement of Transition-aged Youth

The delegation from Michelle Martin, Community Access to Transportation, respecting a City Funded Bus Training Project was received.

(ii) Delegation from Sara Mayo, Social Planning and Research Council of Hamilton, respecting a City Funded Bus Training Project (Added Item 6.2)

Ms. Mayo, from the Social Planning and Research Council of Hamilton, addressed the Committee respecting a City Funded Bus Training Project with the aid of a PowerPoint presentation. A copy of the presentation has been retained for the public record.

Ms. Mayo’s presentation included, but was not limited to, the following:

- Evaluation of the Community Access to Transportation (CAT) Pilot Program
- Travel Training in Context
- Travel Options and Quality of Life
- Project Elements
• Return on Investment Findings
• Sustainability Elements

The delegation from Sara Mayo, Social Planning and Research Council of Hamilton, respecting a City Funded Bus Training Project was received.

(iii) Delegation from Matthew Froese respecting the Installation of Traffic Calming Measures on Charlton Avenue East (Added as Item 6.3)

Mr. Froese addressed the Committee respecting the Installation of Traffic Calming Measures on Charlton Avenue East with the aid of a PowerPoint presentation. A copy of the presentation has been retained for the public record.

Mr. Froese’s presentation included, but was not limited to, the following:

• Description of the Problem
• Map of the Area/Location
• Recent Improvements
• Recent Issues
• Visibility Concerns for Drivers
• Additional Risk Factors
• Area for Traffic Calming

That the delegation from Matthew Froese, respecting the Installation of Traffic Calming Measures on Charlton Avenue East was received.

Staff were directed to report to the Public Works Committee with a full assessment of the options which can be taken to mitigate concerns respecting safety on Wentworth Street South at the Rail Trail Crossing; and that the report include measures to look at the Installation of Traffic Calming Measures on Charlton Avenue East.

(g) PRESENTATIONS

(i) Facilities Quality Management Program (Item 7.1)

Mr. Rom D’Angelo, Director, Facilities Management, addressed the Committee respecting the Facilities Quality Management Program with the aid of a PowerPoint presentation. Ms. Delfina Duarte, Superintendent, Business Services and Mr. Ryan McHugh, Business Initiatives Coordinator, also took part in the presentation. A copy of the presentation has been retained for the public record.
The presentation included but was not limited to the following:

- Facilities Management and Capital Programs
  - Who we are, what we do, guiding principles
- Quality Management Program – On Paper
  - What it is, What are the Benefits, How is it Different
- Quality Management Program – In Practice
  - What does it look like, reaching strategic goals
- Corporate Culture
  - How does it Embody our Corporate Culture

The presentation respecting the Facilities Quality Management Program was received.

(ii) **Organizational Structure Improvements and Staff Complement Improvements – Public Works Department (PW14046) (City Wide) (Item 7.2)**

The presentation respecting Organizational Structure Improvements and Staff Complement Improvements – Public Works Department was waived. Mr. Gerry Davis, General Manager, Public Works, answered questions from Committee members respecting the Organizational Structure Improvements and Staff Complement Improvements proposed for the Public Works Department.

As part of the discussion the Committee members expressed their appreciation and best wishes to Bryan Shynal, Director of Operations, upon his departure from the City of Hamilton to work in the Niagara area.

For disposition of this matter refer to Item 3.

(h) **DISCUSSION ITEMS**

(i) **Municipal Act Project - Sanitary and Storm Sewer on Eleanor Avenue (PW14053) (Ward 7) (Item 8.1)**

The following sub-section (d) was added:

(d) That in conjunction with the works identified in PW14053 that staff also include the construction of sidewalks on the west side of Eleanor Avenue (from Stone Church Road to Dulgaren Street), with the additional funding coming from within existing Public Works budgets and that the Ward Councillor be consulted to examine additional funding options.

For disposition on this matter refer to Item 4.

(i) **NOTICE OF MOTIONS (Item 10)**
Councillor Jackson introduced the following Notice of Motion:

(i) **Tree Removal at 314 East 31st Street (Item 10.1)**

Whereas the residents of 314 East 31st Street have indicated that the 50cm Norway Maple City Tree on the road allowance adjacent to their property has had branches fall in the past causing safety concerns for the residents and is causing damage to their front lawn; and

Whereas the property owners of 314 East 31st Street have expressed their desire to their Ward Councillor that the City remove the tree;

Therefore be it resolved:

That forestry staff be directed to remove the tree located at 314 East 31st Street.

Councillor Jackson introduced the following Notice of Motion:

(ii) **Sidewalk Construction along the south portion of Acadia Drive and on both sides of Upper Sherman Avenue between Rymal Road East and Stonechurch Road, and on both sides of Rymal Road East from Upper Wellington Street to Upper Ottawa Street (Item 10.2)**

Whereas there are no continuous, non-interrupted sidewalks along the south portion of Acadia Drive and on both sides of Upper Sherman Avenue between Rymal Road East and Stonechurch Road; and

Whereas 2000 students and staff from St. Jean de Brébeuf Catholic Secondary School, and members of the public, use these roads every day; and

Whereas the lack of sidewalks creates serious safety issues; and

Whereas in the winter months students and staff are forced to walk on the road, and

Whereas over 500 students and staff have signed the attached petition calling for the construction of sidewalks in this area;

Therefore be it resolved:

(a) That staff be directed to report to the Public Works Committee on the measures which can be taken to construct sidewalks along the south portion of Acadia Drive and on both sides of Upper Sherman Avenue between Rymal Road East and Stonechurch Road, and on both sides of Rymal Road East from Upper Wellington Street to Upper Ottawa Street, that meet the City’s Pedestrian Mobility Plan; and
(b) That the report include the timeline involved in constructing sidewalks so that safety concerns can be addressed.

The rules of order were waived to allow the introduction of a Motion respecting Sidewalk Construction along the south portion of Acadia Drive and on both sides of Upper Sherman Avenue between Rymal Road East and Stonechurch Road, and on both sides of Rymal Road East from Upper Wellington Street to Upper Ottawa Street.

The Committee approved the following:

(c) That staff be directed to report to the Public Works Committee on the measures which can be taken to construct sidewalks along the south portion of Acadia Drive and on both sides of Upper Sherman Avenue between Rymal Road East and Stonechurch Road, and on both sides of Rymal Road East from Upper Wellington Street to Upper Ottawa Street, that meet the City’s Pedestrian Mobility Plan; and

(d) That the report include the timeline involved in constructing sidewalks so that safety concerns can be addressed.

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

(i) Item 3 of Public Works Committee Report 13-014 respecting Public Works Yards Strategy Review (Item 11.1)

Councillor Merulla assumed the Chair while Councillor Whitehead spoke to this matter.

Councillor Whitehead indicated his wish to put forward a reconsideration motion at Council respecting Item 3 of Public Works Committee Report 13-014 - Public Works Yards Strategy Review. Committee members indicated that they were in agreement with this moving forward.

Councillor Whitehead reassumed the Chair.

Item 3 of Public Works Committee Report 13-014 respecting Public Works Yards Strategy Review was referred back to the Public Works Committee for a staff report to provide the background information.

(ii) Hiring of Summer Student to Identify Graffiti (Added Item 11.2)

Councillor Merulla inquired about the status of Council’s request to hire a Summer Student to identify graffiti. Mr. Rob Norman, Director, Strategic Planning, indicated that the student has been hired and that he will provide the Councillor with information as to what areas across the City will be monitored.
(iii) **Canadian Society of Landscape Architects (Added Item 11.3)**

The Committee recognized and congratulated Mr. Rob Norman, Director, Strategic Planning, for becoming the Chair Elect of the Canadian Society of Landscape Architects.

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

That, there being no further business, the Public Works Committee was adjourned at 11:26 a.m.

Respectfully submitted,

Councillor T. Whitehead, Chair
Public Works Committee

Lauri Leduc
Legislative Coordinator
Office of the City Clerk
THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 14-012 AND RESPECTFULLY RECOMMENDS:

1. Advance Poll Dates and Times (CL14004) (City Wide) (Item 5.2)

   That the by-law to establish advance poll voting dates and times in the City of Hamilton for the 2014 Municipal Election be passed.

2. International Village BIA Revised Board of Management (PED10254(f)) (Wards 2 and 3) (Item 5.3)

   That the following individuals be appointed to the International Village Business Improvement Area (BIA) Board of Management:

   Tara Clugston
   Christopher Godwaldt.
3. Correspondence from Mark Runciman, CEO, Royal Botanical Gardens, requesting that Development Charges for the RBG Rock Garden Rejuvenation Project be waived (Item 6.1(a))

(a) That the correspondence from Mark Runciman, CEO, Royal Botanical Gardens, requesting that an exemption of Development Charges, Parkland Dedication Fees and GO Transit Development Charges for the Royal Botanical Gardens Rock Garden Rejuvenation Project be referred to the General Manager of Finance and Corporate Services for a report to the Audit, Finance and Administration Committee;

(b) That the report include information with respect to the City’s investment of Capital dollars to this project.

4. Correspondence from Fred Losani, Chief Executive Officer, Losani Homes, providing comments to the 2014 Development Charges Study and By-law (FCS14033) (Item 6.1(b))

That the correspondence from Fred Losani, Chief Executive Officer, Losani Homes, providing comments to the 2014 Development Charges Study and By-law be received.

Item 5 was amended by adding sub-section (e) and re-lettering the balance of the sections, as highlighted:

5. 2014 Development Charges Study and By-laws (FCS14033) (Item 7.1)

(a) That the Residential City Development Charge (DC) rates for each class of residential development, as outlined in Appendix “A” attached hereto, be implemented effective July 6, 2014;

(b) That the increase to the residential DC rate be phased in as follows:

(i) July 6, 2014 – No increase
(ii) January 6, 2015 – 50% of increase
(iii) July 6, 2015 – 100% of increase (subject to indexing);

(c) That the Non-Residential City DC rate, as outlined in Appendix “A” attached hereto, be implemented effective July 6, 2014;

(d) That the DC rate for Industrial developments be set to $11.44 per square foot, effective July 6, 2014, and that the charge continue to be calculated based on 100% of the Linear Wastewater component, 100% of the Wastewater Treatment Plant component, 100% of the Stormwater component, and 65% of the Services Related to a Highway component;

Council – June 11, 2014
(e) That the increase to the Industrial Development Charge rate be phased in as follows:

(i) July 6, 2014 – No Increase ($8.98 per square foot)
(ii) January 6, 2015 – 50% of the increase ($10.21 per square foot)
(iii) July 6, 2015 – 100% of the increase ($11.44 per square foot – subject to indexing);

(f) That the Non-Residential DC rate for new commercial, institutional and office developments be set, as follows, effective July 6, 2014:

(i) For the first 5,000 ft$^2$ of new developments, 50% of the rate in effect ($9.39).
(ii) For the second 5,000 ft$^2$ of new developments (5,001-10,000), 75% of the rate in effect ($14.08).
(iii) For gross floor area in excess of 10,000 ft$^2$, 100% of the rate in effect ($18.77);

(g) That the partial DC exemption in the Downtown Hamilton Community Improvement Plan Area (CIPA) be reduced from the current level of 90%, as follows:

(i) Remain at 90% until July 5, 2015;
(ii) Be set at 85% from July 6, 2015 until July 5, 2016;
(iii) Be set at 80% from July 6, 2016 until July 5, 2017;
(iv) Be set at 75% from July 6, 2017 until July 5, 2018;
(v) Be set at 70% from July 6, 2018 until July 5, 2019;

(h) That within the Downtown Hamilton CIPA, a dollar for dollar exemption be provided for voluntary contributions to the Downtown Public Art Reserve, up to a maximum of 10% of the DC calculated prior to the application of the Downtown Hamilton CIPA exemption;

(i) That agricultural uses within the urban boundary be classified as industrial uses for the purposes of calculating DC’s, and agricultural uses outside the urban boundary remain exempt;
(j) That the City continue to endorse the principle of limiting the use of special area charges in the future, and maintain the existing Dundas/Waterdown and Binbrook special area charges, as outlined in Appendix “A” attached hereto, until the liabilities from the related works have been eliminated;

(k) That the 2014 City of Hamilton Development Charges Study, and any applicable addendum(s), prepared by Watson & Associates Economists and dated May 20, 2014, be adopted;

(l) That the City continue its practice to index DC’s based on the Non-Residential Building Construction Price Index for Toronto, Ontario, and that the next anniversary date for the DC rates listed in Appendix “A” attached hereto, be July 6, 2015;

(m) That the “Local Service Policy” as included in the 2014 City of Hamilton Development Charges Study, and any applicable addendum(s), be implemented effective July 6, 2014, and that the Planning and Economic Development Department staff be directed to report back to the Planning Committee with any updates required to coordinate the City’s financial policies for new development with the “Local Service Policy”;

(n) That, where public stormwater management facilities have been provided at the cost of a developer, as a condition of development approval, and the said facilities are deemed to be permanent and part of an ultimate solution, “credits for services in-lieu” for the related stormwater component of the DC charge will be applied for any unbuilt units upon the said facilities being included in the DC Background Study and any applicable addendum(s). Should external future development lands take benefit of said stormwater management facilities and, where a best efforts provision has been included within the development agreement under which the facility was built, the City will collect the full DC from the external developer and reimburse the original developer (constructor of storm pond) only the original value of the proportionate share of the best effort;

(o) That the DC contribution for land cost be based on the actual stormwater management facility footprint size at the established land value outlined in the Local Service Policy and the DC contribution for the eligible capital cost of construction of a stormwater management facility be based on the actual required total storage volume at the established capital cost rate as outlined in the Local Service Policy, and the DC contribution for land value and capital cost of the construction of stormwater management facilities be independent;
(p) That “credits for services in lieu” for a portion of the related stormwater component of the DC charge be applied for unidentified centralized stormwater management facilities that are deemed to be an appropriate and permanent enhancement/improvement to the approved downstream solution(s) within the budgeted provision contained in the 2014 DC Background Study and any applicable addendum(s);

(q) That all of the growth capital projects listed in the City of Hamilton Development Charges Background Study dated May 1, 2014 and any applicable addendum(s) be approved in principle, subject to annual capital budget approvals;

(r) That the transition policy be continued as follows:

That the development charge rates payable are the rates in effect on the date a completed building permit application is received and accepted by the City, provided that the permit is issued within 6 months of the effective date of a rate increase. Where the building permit is revoked by the Chief Building Official on or after the date of the rate increase, any subsequent application for a building permit on the lands or site will be subject to the rates in effect on the date of permit issuance;

(s) That a one-time transition policy be implemented as follows:

For site plan applications, where a complete application for site plan approval has been received by the City prior to May 1, 2014, and no building permit in relation thereto has been issued prior to July 6, 2014, the development charges payable upon issuance of the building permit shall be based on the rates in effect on July 5, 2014, provided that the building permit is issued prior to January 6, 2015. Where the building permit is revoked by the Chief Building Official on or after July 6, 2014, any subsequent application for a building permit on the lands or site will be subject to the rates in effect on the date of permit issuance;

(t) That whenever appropriate, the City requests donors to clearly designate grants, subsidies, and other contributions as being for the benefit of existing development (or new development, as applicable);

(u) That the following notation be included in the Development Charges By-law respecting potential appeal by the Hamilton-Halton Home Builders' Association relative to Hamilton Conservation Authority growth capital:
Pending resolution of the Hamilton-Halton Home Builders’ appeal of the Halton Conservation Authority Growth Capital to the Ontario Municipal Board, the City of Hamilton’s Development Charges By-law be amended according to the decision of the OMB.

(v) That the General Manager of Finance & Corporate Services be delegated authority to authorize DC deferral agreements as outlined in section 31 of the DC By-law, attached hereto as Appendix “B” of Report FCS14033;

(w) That the existing DC policies, as outlined Appendix “C” of Report FCS14033, be maintained;

(x) That the DC By-law, attached hereto as Appendix “B” of Report FCS14033, be passed, as amended;

(y) That that no further Public Meeting with respect to the 2014 Development Charges By-law be required;

(z) That staff from Planning and Economic Development and Corporate Services (Finance) co-ordinate a workshop and consultation for members of Council commencing immediately with the new term to provide details on the engineering analysis

(aa) That “Development Charge Credits and Exemptions Policy and Process” be removed from the Audit, Finance, and Administration Committee Outstanding Business List.

6. Development Charge Exemption in the Downtown Hamilton Community Improvement Plan Area (CiPA) (New Business – No Copy)

That staff be directed to bring an information report to the Audit, Finance and Administration Committee prior to July, 2015, providing the rationale for the recommended reduction with respect to the partial Development Charge exemption in the Downtown Hamilton Community Improvement Plan Area (CiPA).

7. Civic Gateway Study (PW14044(a)) (City Wide) (Item 8.1)

That Report PW14044(a) respecting the “Civic Gateway Study” be received.

8. 2014 Area Rating Reserve Funded Projects (FCS14034) (Ward 1) (Item 8.3)

(a) That the capital projects, as outlined in Appendix “B” attached hereto, be approved;
(b) That the capital projects outlined in Appendix “B” attached hereto, be funded by the Ward 1 Area Rating Capital Special Re-investment Reserve (#108051);

(c) That the General Manager of Public Works be authorized and directed to prepare, advertise and award tenders as required for the works approved within Report FCS14034.

9. Area Rating Special Capital Re-Investment Reserves Update as at December 31, 2013 (FCS14039) (City Wide) (Item 8.4)

That Report FCS14039 respecting “Area Rating Special Capital “Re-Investment Reserves Update as at December 31, 2013”, be received.

10. Development Charge Stakeholders Sub-Committee Report 14-001 - May 5, 2014 (Item 8.5)

City of Hamilton Development Charges, Development Charges Stakeholders Meeting #4

(a) That staff be directed to undertake an engineering cost analysis of storm waste water in the six downtown corridors to assist in the next development charge review and provide a clear timeline path;

(b) That staff be directed to meet with the Hamilton-Halton Home Builders’ Association to explore development charges as they relate to the Hamilton Conservation Authority;

(c) That staff be directed to consult with the Hamilton Halton Homebuilders Association to develop guidelines and criteria for annual projects.

11. School Board Properties Sub-Committee Report 14-002 - May 13, 2014 (Item 8.6)

Hamilton-Wentworth District School Board (HWDSB) Land – 20 Miller Drive (Maple Lane School) including Lot(s) F, 103, 104, 116, 117 and 118, Plan 919, Ancaster (PED14103) (Ward 12)

(a) That the Real Estate Section of the Economic Development Division of the Planning and Economic Development Department be authorized and directed to advise the Hamilton-Wentworth District School Board (HWDSB) that the City of Hamilton has no interest in acquiring their land located at 20 Miller Drive, legally described as Lot(s) F, 103, 104, 116, 117 and 118, Plan 919, former Township of Ancaster, now City of
Hamilton, forming all of PIN 17414-0030, as shown on Appendix “A” attached to Report PED14103;

(b) That the Real Estate Section of the Economic Development Division of the Planning and Economic Development Department be authorized and directed to advise the Hamilton-Wentworth District School Board (HWDSB) of the City of Hamilton’s site development requirements as identified in Appendix “B” attached to Report PED14103.

12. Pan Am Stadium Precinct Sub-Committee Report 14-002 – May 27, 2014 (Item 8.7)

(a) Correspondence from Evelyn Myrie, Acting Chair, Pan Am Games Hamilton Host Committee, respecting membership on the Pan Am Stadium Precinct Sub-Committee

(i) That the resignation of Randy Miller, representative of the Pan Am Games Hamilton Host Committee on the Pan Am Stadium Precinct Sub-Committee be accepted;

(ii) That Ms. Evelyn Myrie, Acting Chair, Pan Am Games Hamilton Host Committee, be appointed as a member of the Pan Am Stadium Precinct Sub-Committee.

(b) Bernie Morelli Centre Project Update (PW14059) (Ward 3)

That Report PW14059 respecting the “Bernie Morelli Centre Project Update”, attached to Pan Am Stadium Precinct Sub-Committee Report 14-002, be received. **CARRIED**

(c) Pan Am Games Host Showcase Program (PW14058) (City Wide)

That the 2015 Pan Am Games Host Showcase Program and initiatives outlined in Report PW14058, attached to Pan Am Stadium Precinct Sub-Committee Report 14-002, with an anticipated gross expenditure of up to $600,000, be approved and funded from the Pan Am Games, Ivor Wynne Renovations Capital Project ID: 3621154100.

(d) Correspondence from Samuel Gandossi, Project Director, Ontario Sports Solutions, dated April 25, 2014 to Mr. Bruce Gray, Vice President, Infrastructure Ontario, respecting Pan Am Games – Hamilton Substantial Completion

The correspondence from Samuel Gandossi, Project Director, Ontario Sports Solutions, dated April 25, 2014 to Mr. Bruce Gray, Vice President, Infrastructure Ontario, respecting Pan Am Games – Hamilton Substantial
Completion attached to Pan Am Stadium Precinct Sub-Committee Report 14-002, be received.

(e) Pan Am Games Update No. 7 (PW14011(b)) (Ward 3 with City Wide Implications)

That Report PW14011b respecting Pan Am Games Update No. 7 attached to Pan Am Stadium Precinct Sub-Committee Report 14-002, be received.

13. Facility Naming in Honour of Harry Howell (Item 10.1)

(a) That the Facility Naming Sub-Committee be requested to determine a mechanism to recognize Harry Howell through a street naming, arena naming, or other significant naming initiative;

(b) That all letters of support for the naming of a facility to honour Harry Howell be referred to the Facility Naming Sub-Committee for their information.

14. Extension of Service Contract for Management of the Hamilton Farmers’ Market (FCS14046) (City Wide) (Item 12.2)

(a) That staff be directed to renew the current employment contract for management of the Hamilton Farmers’ Market from the current expiry date at the end of June, 2014 through to the completion and signing of an Operating Agreement between the new Not-for-Profit Corporation for the Farmers’ Market and the City of Hamilton, or to June 30, 2015, whichever is earlier;

(b) That Report FCS14046 respecting “Extension of Service Contract for Management of the Hamilton Farmers’ Market” remain confidential and not be released as a public document as the information relates to identifiable individuals.

FOR THE INFORMATION OF COUNCIL:

CEREMONIAL ACTIVITY

Presentation of the Barton Village Community Spirit Award to be re-scheduled.

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised of the following changes:

Council – June 11, 2014
ADDED DELEGATION REQUESTS

For Today's Meeting

4.2 Delegation Request from Nando De Caria from the Hamilton Halton Home Builders’ Association respecting the 2014 Development Charges By-law

For Future Meeting

4.3 Delegation Request from Carmen D’Angelo, Chief Administrative Officer and Treasurer of the Niagara Peninsula Conservation Authority, to present to the Committee respecting the NPCA’s Strategic Plan

PUBLIC HEARINGS/DELEGATIONS

6.1(b) Correspondence from Fred Losani, Chief Executive Officer, Losani Homes, providing comments to the 2014 Development Charges Study and By-law (FCS14033)

ADDED DISCUSSION ITEM

8.7 Report 14-002 of the Pan Am Stadium Precinct Sub-Committee – May 27, 2014

ADDED NOTICE OF MOTION

10.1 Facility Naming in Honour of Harry Howell

The Clerk distributed revised Appendices “A” and “C” to Report FCS14033 with respect to the “2014 Development Charges Study and By-law” and advised the Committee accordingly.

The agenda was approved as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

None

(c) APPROVAL OF PREVIOUS MINUTES

(i) Minutes of the May 14, 2014 Meeting (Item 3.1)

The Minutes of the May 14, 2014 meeting of the General Issues Committee were approved, as presented.
(d) DELEGATION REQUESTS

(i) Delegation Request from Norm Dorr to appear before the Committee on June 18, 2014 to provide an update on the lapel cameras for police officers (Item 4.1)

Councillor L. Ferguson, Chair of the Hamilton Police Services Board, (HPSB) provided information to the Committee relative to the actions that the HPSB has taken with respect to two requests to appear before the Board made by Mr. Dorr.

During one of Mr. Dorr's presentations to the Board, he spoke to the advantages of lapel cameras for police officers, which presentation was received by the Board. Subsequently the HPSB tabled a decision pending receipt of information from other police agencies who are currently conducting pilot projects. The Board has also requested senior officers to prepare a report back to the Board on the findings of the pilot projects, with any recommendations.

Councillor Ferguson suggested that the members of the General Issues Committee may wish to consider similar direction.

(Merulla/Whitehead)
That the request from Norm Dorr to appear before the Committee on June 18, 2014 to provide an update on the lapel cameras for police officers be approved.

The Motion CARRIED on the following Standing Recorded Vote:


Total Yeas: 12

Nay: Ferguson

Total Nays: 1

Absent: Bratina, Jackson, Pearson

Total Absent: 3

(ii) Delegation Request from Nando De Caria from the Hamilton Halton Home Builders’ Association respecting the 2014 Development Charges By-law (Item 4.2)

The request from Nando De Caria from the Hamilton Halton Home Builders' Association respecting the “2014 Development Charges By-law” was approved, and the rules of order were waived in order to allow Mr. De Caria to address the Committee at today's meeting.
(iii) Delegation Request from Carmen D’Angelo, Chief Administrative Officer and Treasurer of the Niagara Peninsula Conservation Authority, to present to the Committee respecting the NPCA’s Strategic Plan (Item 4.3)

The delegation request from Carmen D’Angelo, Chief Administrative Officer and Treasurer of the Niagara Peninsula Conservation Authority, to present to the Committee respecting the “NPCA’s Strategic Plan” on June 18, 2014 was approved.

(e) CONSENT

(i) Minutes of Various Sub-Committees (For Information Purposes Only) (Item 5.1)

The following Minutes were received:

(aa) Development Charge Stakeholders Sub-Committee.

(f) DELEGATIONS/PUBLIC HEARINGS

(i) Nando De Caria, President of the Hamilton-Halton Home Builders’ Association, and Ms. Suzanne Mammel, from A. J. Clarke & Associates, respecting the 2014 Development Charges By-law

Nando De Caria, President of the Hamilton-Halton Home Builders' Association, and Ms. Suzanne Mammel, from A. J. Clarke & Associates, appeared before the Committee to speak to the 2014 Development Charges By-law.

Within their presentation, Mr. De Caria and Ms. Mammel spoke to the following issues:

- Hamilton Conservation Authority Charge/Projects
- Stormwater Management – proportion associated with “Benefit to Existing”
- Intensification Policies
- Transition Policies
- Outstanding Items

A copy of Mr. De Caria and Ms. Mammel’s comments was submitted to the Clerk for the public record.

The presentation from the Hamilton-Halton Home Builders Association respecting the “2014 Development Charges By-law” was received.
Following the presentation by the registered speakers, Chair Powers requested if there was anyone present in the gallery wishing to address the Committee with respect to the proposed Development Charges By-law.

There was no one present in the gallery who wished to speak to this issue.

(g) PRESENTATIONS

(i) 2014 Development Charges Study and By-laws (FCS14033) (Item 7.1)

Joe Spiler, Manager of Capital Budgets and Development Charges, provided an outline of the material to be presented, and introduced Gary Scandlan of Watson & Associates, the lead consultant on the Development Charges Study, and Adam Smith, Senior Financial Analyst, Development Charges.

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

- 2014 Development Charges Study Process
  - Background/Progress to Date
- Development Charges Overview
  - Limitations on Services
  - Overview of Development Charges Act (DCA) (simplified steps)
  - Overview of DCA, including Policy Matters; Local Service Policy
- Growth Forecast/Summary
- Intensification and DCs
- DC Quantum – Residential, Industrial and Non-Industrial
  - Calculated Residential DC Rates
  - Draft DC Quantum by Service
  - Special Area Charges
- DC Rate Comparison
  - DC Rate Comparison – Residential
  - Non-Residential DC Rate
  - DC Rate Comparison – Commercial, Office, Institutional
  - Industrial DC Update/Rate
  - DC Rate Comparison – Industrial
- 5-Year DC Exemption History
- DC Exemptions – Economic Impact
- Report FCS14033 Recommendations
- Next Steps

The Power Point presentation provided by Gary Scandlan was distributed to the Committee and a copy retained for the public record.
The presentation from Gary Scandlan of Watson & Associates, Joe Spiler, Manager of Capital Budgets and Development Charges, and Adam Smith, Senior Financial Analyst, Development Charges, was received.

(aa) The following sub-section was added in the appropriate sequence of the recommendations contained in Report FCS14033, and the sub-sections re-numbered accordingly:

That the following notation be included in the Development Charges By-law respecting potential appeal by the Hamilton-Halton Home Builders’ Association relative to Hamilton Conservation Authority growth capital:

“Pending resolution of the Hamilton-Halton Home Builders’ appeal of the Halton Conservation Authority Growth Capital to the Ontario Municipal Board, the City of Hamilton’s Development Charges By-law be amended according to the decision of the OMB.”

The Amendment CARRIED.

(bb) The following sub-section was added in the appropriate sequence of the recommendations contained in Report FCS14033, and the sub-sections re-numbered accordingly:

That the increase to the residential DC rate be phased in as follows:

(i) July 6, 2014 – No increase
(ii) January 6, 2015 – 50% of increase
(iii) July 6, 2015 – 100% of increase (subject to indexing).

The Amendment CARRIED.

(cc) The following sub-section was added in the appropriate sequence of the recommendations contained in Report FCS14033, as amended, and the sub-sections re-numbered accordingly:

That staff from Planning and Economic Development and Finance coordinate a workshop and consultation for members of Council commencing immediately with the new term to provide details on the engineering analysis.

The Amendment CARRIED.

(cc) The sub-section to approve the Development Charge By-law, attached as Appendix “B” to Report FCS14033, was amended to delete the words, “and enacted”, and by adding the words, “as amended” following the word, “passed”.

Council – June 11, 2014
The Amendment CARRIED.

(ee) The sub-section with respect to public meetings was deleted in its entirety and replaced with the following in lieu thereof:

That no further Public Meeting with respect to the 2014 Development Charges By-law be required.

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

See Item 5 for the disposition of this item.

(h) DISCUSSION ITEMS

(i) Civic Gateway Study (PW14044) (City Wide) (Outstanding Business List) (Item 8.2)

(a) That, as a short-term strategy, a Civic Gateway be installed in the vicinity of Highway 403 and Highway 6 Interchange subject to approval from the Ministry of Transportation

(b) That the total amount of $230,000 for a Civic Gateway in the vicinity of Highway 403 and Highway 6 Interchange be funded from Council Strategic Capital Projects Reserves – 108022 in the amount of $190,000 and from account 8090149100 in the amount of $40,000;

(c) That subject to approval of (b), the operating impact of $10,000 for the Highway 403 and Highway 6 gateway be considered as part of the 2015 budget deliberation process;

(d) That, as a long-term strategy, Civic Gateways be investigated at Highway 6 and Freelton Road, Highway 403 and Alberton Road, and Queen Elizabeth Way and Fifty Road and related funding be considered as part of future capital budget submissions;

(e) That the General Issues Committee Outstanding Business List item related to Entrance and/or Gateway Signage be identified as complete and removed from the list.

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

(e) That staff be directed to continue to report back on the cost of the Civic Gateway project.

The Amendment CARRIED.
Councillors B. Clark, B. Johnson, S. Merulla and R. Powers indicated that they wished to be recorded opposed to the addition of sub-section (e).

That Report PW14044 respecting “Civic Gateway Study”, as amended, was referred back to staff for a report to the July 7, 2014 meeting of the General Issues Committee to firm up in-kind support and alternative ways to cost out the project, with a goal of reducing the City’s contribution of $230,000.

The motion to refer the report back to staff CARRIED.

Councillors B. Clark and J. Partridge indicated that they wished to be recorded as to the referral motion.

(i) NOTICES OF MOTION

Councillor B. McHattie introduced the following Notice of Motion:

(i) Facility Naming in Honour of Harry Howell (Item 10.1)

Whereas Harry Howell, former NHL hockey player was born and raised in Hamilton, and;

Whereas Mr. Howell is a Hockey Hall of Famer, Norris Trophy winner and one of just eight former New York Rangers to have his number retired, and;

Whereas Mr. Howell, has been extensively involved in many Hamilton charitable activities and has lived in Hamilton his entire life.

Therefore Be It Resolved:

(a) That the Facility Naming Sub-Committee be requested to determine a mechanism to recognize Harry Howell through a street naming, arena naming, or other significant naming initiative;

(b) That all letters of support for the naming of a facility to honour Harry Howell be referred to the Facility Naming Sub-Committee for their information.

The rules of order were waived in order to allow for the introduction of a motion respecting “Facility Naming in Honour of Harry Howell”.

See Item 13 for the disposition of this item.

Councillor B. McHattie introduced the following Notice of Motion:
(ii) **Raoul Wallenberg Commemorative Project (Item 10.2)**

Whereas in December 2012, the General Issues Committee received a presentation from Madeleine Levy and a delegation from the Hamilton Jewish Federation Holocaust Education Committee speaking to the heroism and humanitarian acts of Raoul Wallenberg, asking that the City recognize and commemorate his actions; and,

Whereas the General Issues Committee referred this request to staff for a report to the Facility Naming Sub-Committee; and,

Whereas Councillors B. McHattie and M. Pearson have been meeting with Ms. Levy and staff to discuss a suitable commemoration in Churchill Park, adjacent to the aviary location (see attached map); and,

Whereas the Federal Government named Raoul Wallenberg the first honourary Canadian citizen, and has an interest in the project; and,

Whereas the draft project plan includes a pathway of granular trail construction, two decorative benches, one decorative waste receptacle, two interpretive panels and a 10-metre granular circle with garden, irrigation and public art.

Therefore Be It Resolved:

(aa) That the Raoul Wallenberg Commemorative Project be referred to staff for further costing and consideration of funding sources, including but not limited to Ward 1 area rating funding;

(bb) That the Project details be shared with the Federal Government, with a request for their participation and consideration of funding.

(j) **OTHER BUSINESS/GENERAL INFORMATION**

(i) **Outstanding Business List Items**

(aa) **Revised Due Dates**

The due dates for the following items on the Outstanding Business List were amended accordingly, as follows:

(AA) Item C: HWCDSB Surplus Land at 161 Meadowlands Blvd., Ancaster

   Due Date: June 18, 2014
   Revised Due Date: Q2 2015
(BB) Item H: Ontario Works Caseload Numbers  
Due Date: June 18, 2014  
Revised Due Date: Q2 2015

(CC) Item J: Wards 1, 2 and 3 One-way to Two-Way Street Study Group  
Due Date: June 18, 2014  
Revised Due Date: Q4 2015

-DD) Item Q: Hamilton Port Authority Land Lease – Parking  
Due Date: May 21, 2014  
Revised Due Date: September 17, 2014

(EE) Item T: Co-ordination of Road Works and Utilities  
Due Date: June 18, 2014  
Revised Due Date: July 7, 2014

(FF) Item V: Bi-directional Bike Lane Project – South Side of Cannon Street, from Sherman Avenue to Bay Street  
Due Date: Q4 2016  
Revised Due Date: Q4 2017

(GG) Item Y: Tactical Urbanism Partnership  
Due Date: June 18, 2014  
Revised Due Date: August 11, 2014

(HH) Item CC: Art Gallery of Hamilton Fundraising Campaign  
Due Date: June 4, 2014  
Revised Due Date: August 11, 2014

(I) Item HH: Public Works Fleet Service Delivery Review  
Due Date: June 18, 2014  
Revised Due Date: July 7, 2014

(JJ) Item LL: West Harbour Piers 5 to 8 Servicing Studies  
Due Date: May 21, 2014  
Revised Due Date: September 17, 2014

(KK) Item QQ: HSR Low-Performing Routes  
Due Date: September 17, 2014  
Revised Due Date: Q1 2015

(bb) Items to be Removed from the Outstanding Business List

(i) The following items were deemed complete and removed from the Outstanding Business List of the General Issues Committee:

Council – June 11, 2014
(AA) Item E: Development Charges Policies respecting Intensification (Item 7.1 of June 4 GIC Agenda)

(BB) Item G: Value-for-Monday Audits (Item 8.7 of May 12 AF&A Agenda)

(DD) Item DD: Employee Attendance Performance Measures (Item 8.1 of May 21 GIC Agenda)

(EE) Item MM: Public Art Piece Honouring L. M. Alexander (Item 8.4 of May 7 GIC Agenda)

(FF) Item NN: Collaboration between Fraunhofer IZI Institute and McMaster University (Item 7.1 of May 7 GIC Agenda)

(ii) The following item was not removed from the Outstanding Business List:

(CC) Item X: Entrance and/or Gateway Signage (Items 8.1 and 8.2 of June 4 GIC Agenda)

(k) PRIVATE & CONFIDENTIAL

(i) Closed Session Minutes – May 14, 2014 (Item 12.1)

The Closed Session Minutes from the May 14, 2014 meeting of the General Issues Committee were approved as presented and will remain confidential and restricted from public disclosure.

(ii) Extension of Service Contract for Management of the Hamilton Farmers’ Market (FCS14046) (City Wide) (Item 12.2)

The Committee did not require to move into Closed Session for this item.

See Item 14 for the disposition of this item.

Councillor T. Jackson indicated that he wished to be recorded as opposed to this item.

(l) PROCEDURAL MATTERS

The Committee recessed at 2:00 p.m. to hold the Annual General Meeting of the Shareholder of Hamilton Utilities Corporation and reconvened at 3:19 p.m.
(m)  ADJOURNMENT

There being no further business, the Committee adjourned at 3:45 p.m.

Respectfully submitted

Councillor R. Powers
Deputy Mayor

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk
### SCHEDULE OF DEVELOPMENT CHARGES (REVISED)

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**City of Hamilton**

**2014-2038 Capital Budget Project Submission Form**

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**CITY OF HAMILTON**

**2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM**

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<th>Category:</th>
<th>Council Priority</th>
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<tr>
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| Ward:               |                                           |             |     |           |                  |
| Initiation Date:    |                                           |             |     |           |                  |
| Start Date:         |                                           |             |     |           |                  |
| Completion Date:    |                                           |             |     |           |                  |
| TCA:                | No                                        |             |     |           | TBD              |
| Project Manager:    |                                           |             |     |           |                  |

**Expenditures:**

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**Revenues:**

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**Net Cost**

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<td>Costs(Savings)</td>
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<tr>
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**Project Rating Attributes**

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- Area Rating-Special Capital Reinvestment
- TBD
- TBD

### Project Name: Ward: Initiation Date:
- W1 Alleyway Improvements
- 1
- 2014

### Objectives: Start Date:
- 2014

### Completion Date:
- TBD
- 2014

### TCA:
- Project Manager
- No
- TBD

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#### Expenditures:

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#### Net Cost

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**CITY OF HAMILTON**
**2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM**

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Appendix "B" to Item 8 of General Issues Committee Report 14-012
Page 4 of 17
CITY OF HAMILTON
2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM

Division/Department: Area Rating-Special Capital Reinvestment  Project ID:  TBD  Category:  Council Priority
Project Name: Westdale HS - Artificial Turf  Project Manager
Objectives:

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Appendix "B" to Item 8 of General Issues Committee Report 14-012
A bike path is to be constructed in 2014 behind the existing sidewalk on Longwood Rd (east side) between Frid St and Aberdeen Ave.
CITY OF HAMILTON
2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM

Division/Department: Area Rating-Special Capital Reinvestment Project ID: TBD Category: TBD
Project Name: W1 Beautification Project Manager TBD
Objectives: TBD
CITY Directive. Specifics to be detailed with departments. (Flower beds, irrigation, planters, bollards, etc.)

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Net Cost


Costs(Savings)

Staffing Impacts (F.T.E.)

Project Rating Attributes

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Appendix "B" to Item 8 of General Issues Committee Report 14-012 Page 7 of 17
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CITY OF HAMILTON
2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM

Division/Department: Area Rating-Special Capital Reinvestment

Project ID: TBD

Project Name: Dalewood & Ryerson - Salt water conversion


Initiation Date: 2014

Start Date: 2014

Completion Date: unknown

TCA: Yes

Project Manager: TBD

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Net Cost


Costs(Savings)

Staffing Impacts (F.T.E.)

Project Rating Attributes

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CITY OF HAMILTON  
2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM

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**Net Cost**

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**Completion Date:** 2014  
**TCA:** Yes  
**Project Manager:** TBD
**Expenditures:**

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**Objectives:**

Safety enhancements such as zebra crossings.
### City of Hamilton
**2014-2038 Capital Budget Project Submission Form**

**Division/Department:** Area Rating-Special Capital Reinvestment  
**Project Name:** W1 Bike Racks  
**Project ID:** TBD  
**Category:** TBD  
**Ward:** 1  
**Initiation Date:** 2014  
**Start Date:** 2014  
**Completion Date:** 2014  
**Construction:** 25 25  
**Total Expenditures:** 25 25  
**Area Rating Reserves:** 25 25  
**Total Revenue:** 25 25  
**Net Cost:**  

**Operating Budget Impact:**  
2014 2015 2016-2024  
**Costs(Savings):**  
**Staffing Impacts (F.T.E.):**  

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### Project Name: HAAA - Splash pad

#### Objectives:

#### Expenditures:

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#### Net Cost

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CITY OF HAMILTON
2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM

Division/Department: Area Rating-Special Capital Reinvestment
Project ID: TBD
Category: Council Priority
Ward: 1
Initiation Date: 2014
Start Date: 2014
Completion Date: 2014
TCA: Yes
Project Manager: D. Bender/M. Field/TBD

Objectives:
Council Directive. Specifics to be worked out with departments. (lighting, bike lanes, widen sidewalks, flowers, trees, etc.)

Expenditures:

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Net Cost

Operating Budget Impact:

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Appendix "B" to Item 8 of General Issues Committee Report 14-012
Page 13 of 17
## CITY OF HAMILTON
### 2014-2038 CAPITAL BUDGET PROJECT SUBMISSION FORM

**Division/Department:** Area Rating-Special Capital Reinvestment  
**Project ID:** TBD  
**Category:** Council Priority  
**Project Name:** Alexander Park - Replace pool w/ splash pad  
**Ward:** 1  
**Initiation Date:** 2014  
**Start Date:** 2014  
**Completion Date:** 2014  
**TCA:** Yes  
**Project Manager:** TBD

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### Project Name: Mapleside Park - Widen sidewalks

**Objectives:**

Widen sidewalks in Mapleside Park.

### Expenditures:

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### TCA: Project Manager

T. Propedo

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### TCA: Project Manager

T. Propedo
### Division/Department:
Area Rating-Special Capital Reinvestment

### Project ID:
4241209108

### Category:
Council Priority

### Project Name:
Churchill Park Bowling Club Reno

### Objectives:
Various capital upgrades to the Churchill Park Lawn Bowling Building.

### Project Management

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Appendix "B" to Item 8 of General Issues Committee Report 14-012

Page 16 of 17
To fund the establishment of a senior's activity centre within Ward 1.

Scope of work will/may include assessments and studies, partnership commitments and construction/rehabilitation.

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### Project Rating Attributes

(Staffing Impacts (F.T.E.)

- **Contractual/Legislated Obligations**: 0.46
- **Health and Safety**: 0.16
- **Operating Budget/Financial Impact**: 0.09
- **Strategic Direction (Dominant Project Theme)**: 0.29

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**Initialization Date**: 2014

**Start Date**: 2014

**Completion Date**: unknown
Present: Councillors R. Powers (Chair), B. Clark (Vice Chair), C. Collins, B. Johnson, M. Pearson, R. Morrow

THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE PRESENTS REPORT 14-005 AND RESPECTFULLY RECOMMENDS:

1. 2014 First Quarter Tender Report (FCS14015) (City Wide) (Item 5.1)
   That Report FCS14015, respecting the 2014 First Quarter Tender Report, be received.

2. 2014 First Quarter Non-compliance with the Procurement Policy Report (FCS14014) (City Wide) (Item 5.2)
   That Report FCS14014, respecting the 2014 First Quarter Non-compliance with the Procurement Policy Report, be received.

3. Municipal Act Regulation 284/09 and Public Sector Accounting Board Standards (FCS14037) (City Wide) (Item 5.3)
   That Report FCS14037, respecting Municipal Act Regulation 284/09 and Public Sector Accounting Board Standards, be received.

4. Freedom of Information Quarterly Report (January 1 to March 31, 2014) (CL14005) (City Wide) (Item 5.4)
   That Report CL14005, respecting the Freedom of Information Quarterly Report, be received.

Council – June 11, 2014
5. Annual Performance Reporting – Savings Generated from the Management of Information Technology Contracts (FCS14018) (City Wide) (Item 5.5)

That Report FCS14018, respecting the Annual Performance Reporting – Savings Generated from the Management of Information Technology Contracts, be received.

6. 2013 Annual Energy Report on Commodity Price Hedging (FCS14030/PW14056) (City Wide) (Item 5.6)

That Report FCS14030/PW14056, respecting the 2013 Annual Energy Report on Commodity Price Hedging, be received.

7. Federal Gas Tax Municipal Funding Agreement (FCS14035) (City Wide) (Item 5.7)

(a) That the Mayor and City Clerk be authorized and directed to sign a Municipal Funding Agreement (MFA) attached as Appendix “A” to Report FCS14035 between the City of Hamilton and the Association of Municipalities of Ontario for the transfer of Federal Gas Tax Funds, together with all necessary associated documents, in a form satisfactory to the City Solicitor and with content acceptable to the General Manager of Finance and Corporate Services;

(b) That the By-law to Authorize the Signing of the Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds between the Association of Municipalities of Ontario and the City of Hamilton, attached as Appendix “B” to Report FCS14035, be passed; and,

(c) That a certified copy of the by-law authorizing the signing of the MFA be forwarded to the Association of Municipalities of Ontario upon Council approval;

(d) That the 2014-2024 Federal Gas Tax Funds be allocated to the Federal Gas Tax Reserve 112213 and utilized as per the annual capital financing strategy approved by Council.

8. Follow Up of Audit Report 2012-06 - Public Works - Snow Clearing / Sand & Salt Contracts (AUD14018) (City Wide) (Item 5.8)

That Report AUD14018, respecting the follow up of Audit Report 2012-06, Public Works – Snow Clearing / Salt & Sand Contracts, be received.
9. **Follow Up of the External Validation of the 2012 Self-Assessment Review (AUD14013) (City Wide) (Item 5.9)**

That Report AUD14013, respecting the Follow up of the External Validation of the 2012 Self-Assessment of Audit Services, be received.

10. **Provision of Information Technology Services to Global Spectrum Facilities Management L.P. (CM11013(g)) (City Wide) (Item 8.1)**

(a) That Section 3.8 of the Management Agreement between the City of Hamilton and Global Spectrum Facilities Management L.P., respecting the provision of Information Technology Services by City of Hamilton Information Technology staff to Global Spectrum, which was extended from December 31, 2013 to March 31, 2014, be further extended to July 31, 2014 to provide sufficient time for Global Services Management L.P. to secure and implement the same or similar services from a private sector provider; and,

(b) That staff be directed to assist the Information Technology Services private sector provider, to be hired by Global Spectrum Management L.P., in the transition to enable a seamless transfer of service between the City of Hamilton Information Technology services and the new service provider, for a period not to exceed July 31, 2014.

11. **City of Hamilton/Horizon Utilities Service Agreement (FCS14045) (City Wide) (Item 8.2)**

That the General Manager of Finance and Corporate Services be authorized and directed to execute, on behalf of the City of Hamilton, the Service Agreement attached as Appendix “A” to Report FCS14045, and all necessary associated documents, all in a form satisfactory to the City Solicitor and with content acceptable to the General Manager of Finance and Corporate Services.

12. **One Time Ice Storm Assistance Program (FCS14042) (City Wide) (Item 8.3)**

(a) That the Mayor submit an Expression of Interest, under the Ice Storm Assistance Program, to the Minister of Municipal Affairs and Housing with respect to the ice storm event that occurred in Hamilton on December 21 and 22, 2013.

(b) That the General Manager of Finance & Corporate Services be delegated authority to submit claims to the Ministry of Municipal Affairs and Housing under the Ice Storm Assistance Program with respect to the ice storm event that occurred in Hamilton on December 21 and 22, 2013.

That the 2013 City of Hamilton Financial Report and Audited Financial Statements, attached as Appendix “A” to Report 14-005, be approved.

14. **City-Wide Cash Handling Policy (FCS14003(a)) (City-Wide) (Item 8.5)**

That the revised City-Wide Cash Handling Policy, attached as Appendix “B” to Report 14-005 (a), be approved.

15. **Audit Report 2013-17 - Public Works - Traffic Inventory (AUD14017) (City Wide) (Item 8.6)**

(a) That the Management Action Plans, as detailed in Appendix “C” of Report AUD14017, respecting Audit Report 2013-14 - Public Works Traffic Inventory, be approved; and,

(b) That the General Manager of Public Works be directed to instruct the appropriate staff to have the Management Action Plans (attached as Appendix “C” to Report 14-005) implemented.


(a) That the Performance Audit Report 2013-19, respecting the Global Positioning System / Automatic Vehicle Location, attached as Appendix “D” to Report 14-005, be approved;

(b) That the General Managers of the Planning & Economic Development, Public Works and Corporate Services Departments be directed to provide the Director of Audit Services with the appropriate management action plans to implement the recommendations as outlined in the attached Appendix “D” to Report 14-005, by August 31, 2014; and,

(c) That the Director of Audit Services be directed to provide to the Audit, Finance and Administration Committee by the 2014 calendar year end an information report detailing these action plans.
17. Governance Review Sub-Committee Report 14-001, April 28, 2014 (Item 8.8)

(a) Disclosure of Expenses (no copy) (Item 4.1)

(i) That staff be directed to proceed with posting the disclosure of expenses as presented, including the expense categories, to the City of Hamilton web site with an ongoing review of future capabilities and improvements.

(ii) That staff be directed to report back in the New Year with respect to the cost of posting the disclosure of expenses.

(b) Integrity Commissioner By-law - Amendments to Section 22 (CL14003/LS14005) (Item 5.1)

That Report CL14003/LS14005, respecting the Integrity Commissioner By-law – Amendments to Section 22, be referred back to the Governance Sub-Committee.

18. Governance Review Sub-Committee Report 14-002, May 26, 2014 (Item 8.9)

(a) 2015 Committee/Council Calendar (Item 4.1)

That the 2015 Committee/Council Calendar, attached as Appendix “E” to Report 14-005, be approved.

(b) Standing Committee Membership – Changes for the Next Term of Council (no copy) (Item 4.2)

That the Procedural By-law be amended to change the membership minimum for the Audit, Finance & Administration Committee to 7 (seven) members.

19. Tax and Rate Operating Variance Report as of April 30, 2014 – Budget Control Policy Transfers (FCS14047) (City Wide) (Item 8.10)

That, in accordance with the “Budgeted Complement Control Policy”, the 2014 complement transfers, transferring complement from one department/division to another with no impact on the levy, as outlined in Appendix “F” to Report 14-005, be approved.
20. **The Use of Federal Gas Tax Program funding for Brownfield Projects (Item 9.1)**

That staff be directed to report to the General Issues Committee, during the 2015 Capital Budget process, with options/opportunities for use of Federal Gas Tax Program funding for Brownfield projects.

21. **Creation of a Tax Stabilization Reserve Account for Social Housing (Item 9.2)**

That, prior to the 2015 Capital Budget process, staff be directed to report to the Audit, Finance & Administration Committee, respecting the creation of a Tax Stabilization Reserve account for Social Housing, which is to include any surpluses from CityHousing Hamilton and a scope that outlines how that reserve may be utilized.

22. **Policy respecting City of Hamilton Global Positioning System (GPS) Devices (Item 9.3)**

   (a) That staff be directed to ensure that Global Positioning System (GPS) devices that are installed in City of Hamilton vehicles are tamper proof;

   (b) That staff be directed to determine methods of ensuring that the data from all City of Hamilton Global Positioning System (GPS) devices are secure with the appropriate firewalls and that the data is only accessible to designated members of Management.

   (c) That staff be directed to establish a Policy regarding the consequences of tampering with any City of Hamilton Global Positioning (CPS) device and report to the Audit, Finance & Administration Committee.

**FOR THE INFORMATION OF COUNCIL:**

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

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

   (i) Added as Item 8.10 – Report FCS14047, respecting Tax and Rate Operating Variance Report as of April 30, 2014 – Budget Control Policy Transfers

   As the Senior Management Team was in attendance to speak to this matter, if required, it was requested that this item be moved up on the agenda just prior to Item 8.1.
(ii) Item 11.1 – Amendments to the Outstanding Business List – the Proposed New Due Date for the Succession Development Program report has been changed from “June 23, 2014” to “July 9, 2014”.

The agenda for the June 9, 2014 Audit, Finance & Administration Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) May 12, 2014 (Item 3.1)

The Minutes of the May 12, 2014 meeting of the Audit, Finance and Administration Committee were approved, as presented.

(d) Governance Review Sub-Committee Report 14-001, April 28, 2014 (Item 8.8)

(a) Disclosure of Expenses (no copy) (Item 4.1)

That staff be directed to proceed with posting the disclosure of expenses as presented, including the expense categories, to the City of Hamilton website with an ongoing review of future capabilities and improvements.

Councillor Clark requested to be recorded as OPPOSED to sub-section (a) above.

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

(i) Amendments to the Outstanding Business List (Item 11.1)

1. The proposed new due date for the following the Audit, Finance & Administration Committee’s Outstanding Business List item was approved:

   (a) Item “I” – Succession Development Program
       Current Due Date: June 9, 2014
       Proposed New Due Date: July 9, 2014

Council – June 11, 2014
2. The following items were considered complete and removed from the Audit, Finance & Administration Committee’s Outstanding Business List:

(aa) Item “J” – Follow Up of the External Validation of the 2012 Self-Assessment Review (AUD14013 - Item 5.9)

(bb) Item “O” – Provision of Information Technology Services to Global Spectrum (CM11013(g) - Item 8.1)

(cc) Item “M” – City Wide Cash Handling Guidelines / Policy (FCS14003(a) - Item 8.5)

(dd) Item “AA” – Correspondence from Deputy Minister Laurie LeBlanc respecting the One-Time Ice Storm Assistance Program (FCS14042 - Item 8.3)

(f) ADJOURNMENT (Item 13)

There being no further business, the Audit, Finance & Administration Committee, adjourned at 11:00 a.m.

Respectfully submitted,

Councillor R. Powers, Chair
Audit, Finance & Administration Committee

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk
City of Hamilton
2013 Consolidated Financial Statements
Analysis – May 2014

General

The City of Hamilton’s 2013 consolidated financial statements have been prepared by management and staff of the City of Hamilton in accordance with Canadian Generally Accepted Accounting Principles (GAAP) for local governments as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA).

These financial statements, Appendix “B” to Report FCS14036, incorporate the changes to municipal financial reporting to the full accrual basis of accounting under the CICA Public Sector Accounting Handbook sections PS1200 Financial Statement Presentation and PS3150 Tangible Capital Assets made effective on January 1, 2009. These changes were first incorporated in the City’s 2009 Consolidated Financial Statements.

As a result of the changes the City has recorded tangible capital assets with prior year comparative information along with expenses and revenues related to tangible capital assets. Other changes include standardization of the presentation of financial assets, liabilities, non-financial assets and accumulated surplus in the financial statements of governments. Expenses replace expenditures in the statement of operations in the full accrual accounting approach. Expenditures were outlays of assets to purchase goods and services. Expenses represent the consumption of assets to provide goods, services and intangibles. Expenses include the amortization of tangible capital assets over the useful life of the assets, the change in liabilities for post-employment, retirement and pension benefits and the change in liabilities for solid waste landfill closure and post closure care costs. The operating and capital budgets continue to be prepared on the modified accrual basis of accounting with expenditures for principal payments on debt, payments of retiree benefits and payments of landfill costs and revenues from the proceeds from the issuance of debt.

The consolidated financial statements report the financial transactions and estimates made by management during 2013.

The consolidated financial statements report the City’s municipal operations including all departments, Hamilton Police Services, Library, Housing, Business Improvement Areas and government business enterprises (Hamilton Utilities Corporation and Hamilton Renewable Power Inc.).
The Consolidated Financial Statements consist of:

- Consolidated Statement of Financial Position
- Consolidated Statement of Operations
- Consolidated Statement of Changes in Financial Position
- Consolidated Statement of Net Financial Assets
- Notes to the Consolidated Financial Statements

**Consolidated Statement of Financial Position**

The Consolidated Statement of Financial Position consists of financial assets, liabilities, non-financial assets and accumulated surplus.

**Financial Assets**

The City’s total financial asset position increased in 2013 by $39.2 million to $1.385 billion and is reported in the consolidated financial statements as:

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Financial Assets</strong></td>
<td>$1,385,296</td>
<td>$1,346,111</td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>$100,255</td>
<td>$66,192</td>
</tr>
<tr>
<td>Taxes receivable</td>
<td>80,067</td>
<td>78,078</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>101,465</td>
<td>104,065</td>
</tr>
<tr>
<td>Other assets</td>
<td>475</td>
<td>816</td>
</tr>
<tr>
<td>Long term receivables</td>
<td>51,410</td>
<td>49,216</td>
</tr>
<tr>
<td>Portfolio investments</td>
<td>816,219</td>
<td>817,134</td>
</tr>
<tr>
<td>Investment in Government Business Enterprises</td>
<td>235,405</td>
<td>230,610</td>
</tr>
</tbody>
</table>

Cash and cash equivalents  
$100.3M (2013)  $66.2M (2012)  
The total represents the balance in City’s bank accounts, deposits held and housing short term investments. The bank accounts include the City’s operating bank, accounts payable bank, payroll bank, Ontario Works bank, and CityHousing Hamilton bank. The balance increased in 2013 from 2012 as more money was held in the bank at year end.

Taxes Receivable  
$80.1M (2013)  $78.1M (2012)  
Taxes receivable represent unpaid property tax bills net of estimates for allowances for uncollectible accounts. Taxes Receivable represent 8.4% of current year’s tax levies (2012 – 8.4%). The 2013 balance includes an allowance for doubtful accounts of $1.6M (2012 - $3.4M).
Accounts receivable represents revenues earned by the City but not received at year end net of estimates of allowances for uncollectible accounts. The 2013 balance primarily consists of water and wastewater receivables ($36M), general receivables & accruals ($35.2M), HST receivables ($14.7M), provincial and federal grants receivable ($11.3M), and interest receivable ($4.5M).

Long Term Receivables $51.4M (2013)  $49.2M (2012)
Long Term Receivables represent the balance of loans and deferral agreements with agencies and organizations net of the provision for loans with concessionary terms. The long term receivables include:

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development charge deferral agreements</td>
<td>$21,482</td>
<td>$20,104</td>
</tr>
<tr>
<td>Mortgages receivable:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Downtown convert to rent program</td>
<td>15,026</td>
<td>12,568</td>
</tr>
<tr>
<td>Hamilton Renewable Power Inc.</td>
<td>3,460</td>
<td>3,966</td>
</tr>
<tr>
<td>Sheraton Hotel loan</td>
<td>1,308</td>
<td>1,380</td>
</tr>
<tr>
<td>Other City loan programs</td>
<td>6,398</td>
<td>6,781</td>
</tr>
<tr>
<td>Less: Provision for loans with concessionary terms</td>
<td>(4,050)</td>
<td>(4,042)</td>
</tr>
<tr>
<td></td>
<td>$51,410</td>
<td>$49,216</td>
</tr>
</tbody>
</table>

Portfolio investments represent the City’s holdings, as prescribed by the Municipal Act, in short and long term fixed income securities. The investments earn various interest rates with different premiums, discounts and maturities. Portfolio investments have a market value of $819.4 million.

Investment in Government Business Enterprises represents net equity of the consolidation of the City’s subsidiary corporations, Hamilton Utilities Corp. (H.U.C.) and Hamilton Renewable Power Inc. (H.R.P.I.). The consolidation of subsidiary corporations under the modified equity basis of accounting is required by the generally accepted accounting principles of the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA). This PSAB recommendation was instituted in 2000 and also affects the reporting of the accumulated surplus and net municipal position in the consolidated financial statements. The increase in the investment in the government business enterprises is reported as net income of $4.8 million (2012 - $8.6 million) in the Consolidated Statement of Operations. The net income excludes the dividend.
income received during 2013 of $11.4 million from H.U.C. and $306,000 from H.R.P.I.

**Liabilities**

The City’s total liabilities position increased in 2013 by $49.0 million to $1.216 billion and is reported in the consolidated financial statements as:

<table>
<thead>
<tr>
<th>Liabilities</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000’s</td>
<td>$000’s</td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>$247,860</td>
<td>$222,256</td>
</tr>
<tr>
<td>Deferred revenue - general</td>
<td>44,139</td>
<td>37,189</td>
</tr>
<tr>
<td>Deferred revenue - obligatory reserve funds</td>
<td>196,705</td>
<td>148,567</td>
</tr>
<tr>
<td>Long term liabilities – Municipal Operations</td>
<td>299,877</td>
<td>334,638</td>
</tr>
<tr>
<td>Long term liabilities – Housing Corporations</td>
<td>79,650</td>
<td>84,449</td>
</tr>
<tr>
<td>Employee future benefits and other obligations</td>
<td>318,645</td>
<td>307,514</td>
</tr>
<tr>
<td>Solid waste landfill liabilities</td>
<td>28,655</td>
<td>31,967</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>$1,215,531</td>
<td>$1,166,580</td>
</tr>
</tbody>
</table>

Accounts Payable and Accrued Liabilities represent obligations owing by the City to third parties and employees at year end. The balance primarily consists of amounts payable to vendors and contractors ($91.9M), payroll accruals ($29.4M), amounts for insurance claims ($21.8M), security deposits ($16.0M), and the present value of the City’s commitment to the Randle Reef remediation project ($12M).

Deferred Revenue - General $44.1M (2013) $37.2M (2012)
Deferred Revenue represents amounts received that will be recorded as revenue in future years to match expenditures incurred for goods received and services performed. The balance includes federal and provincial government grants and subsidies of $8.1 million that are not recorded as deferred revenue – obligatory reserve funds.

Deferred Revenue – Obligatory Reserve Funds represents amounts received that will be recorded as revenues in future years to match expenditures incurred for goods received and services performed. The balance includes:
The increase in the balance in the Deferred Revenue – Obligatory Reserve Funds was primarily due to increases in Development Charge Reserve Funds, Recreational Land reserve, and the Gasoline tax reserves.

Development Charge and Special Area Reserve Fund balances increased in 2013 with $44.1 million in collections with transfers to finance capital projects of $9.6 million and transfers to operating of 12.4 million. During 2013 the City received federal gas tax transfers of $31 million and provincial gas tax transfers of $10.7 million. Federal Gas Tax was allocated to capital upgrades to roads and bridges for $22 million. The provincial gas tax was allocated to transit related projects ($0.1M) and transit operating budget ($8.9M). During 2013 the City received parkland dedication fees of $5.2 million and $1.0 million was allocated to capital projects for future development of city parks. Approximately $1.5 million of the surplus building permit revenue in 2013 was transferred to the building permit revenue reserve fund. A reserve fund established in 2011 with funds received from the Province for the reconstruction of Ivor Wynne Stadium for the 2015 Pan Am Games has grown with investment income to $21.2M at 2013 year end.

Long Term Liabilities – Municipal Operations represents the outstanding principal for long term debt issued to finance capital expenditures and obligations for leased tangible capital assets. In 2013 the City made principal repayments on long term debt of $32.8 million (2012 - $28.4M) and principal repayments on leased tangible capital assets of $1,997,000 (2012 - $1,153,000). No new debt was issued in 2013 for capital projects (2012 – $94.7 million).

Long Term Liabilities – Housing Operations $79.7M (2013) $84.4M (2012)
Long Term Liabilities – Housing Operations represents the outstanding principal for loans and mortgages obtained to finance certain housing capital expenditures and asset purchases. In 2013 CityHousing Hamilton made principal repayments on long term debt of $4.8 million (2012 - $4.2M). No new debt was issued in 2013 to finance the acquisition of new property and buildings (2012 - $3.8 million).
Housing debenture debt issued by the Ontario Housing Corporation remains the obligation of the Province of Ontario as a result debenture debt of $28.0 million (2012 - $31.4M) is not reported in the consolidated financial statements.

Employee Future Benefits and Other Obligations $318.6M (2013) $307.5M (2012)

These estimates represent the liabilities associated with employee post-employment, retirement and pension benefits. The generally accepted accounting principles recognize the liabilities in the year in which the employees provide the services associated with the benefits.

The 2013 estimates are provided by independent actuaries from actuarial valuations performed for 2013 or performed for earlier years and extrapolated for 2013. The estimates use assumptions for inflationary increases of 2% annually, a discount rate of 4% to 4.5%, payroll increases of 3% to 4% and increases in pension plan assets of 5.5%. Projections for retirement benefits assume that medical costs will increase by 5.0% in 2014 with future annual increases grading down linearly by 0.5% to an ultimate rate of 3.5% and dental costs will increase by 3.5% annually. These liabilities are not reported net of any reserves already setup on the balance sheet in the Statement of Financial Position.

The employee future benefits and other obligations are summarized in the consolidated financial statements as:

<table>
<thead>
<tr>
<th>Accrued Benefit Obligation</th>
<th>2013 $000's</th>
<th>2012 $000's</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sick leave benefit plan</td>
<td>$ 51,144</td>
<td>$ 49,486</td>
</tr>
<tr>
<td>Long term disability plan</td>
<td>19,362</td>
<td>16,755</td>
</tr>
<tr>
<td>Workplace safety and insurance board liabilities (WSIB)</td>
<td>70,086</td>
<td>69,009</td>
</tr>
<tr>
<td>Retirement benefits</td>
<td>127,236</td>
<td>126,049</td>
</tr>
<tr>
<td>Vacation benefits</td>
<td>24,572</td>
<td>24,366</td>
</tr>
<tr>
<td>Pension benefit plans</td>
<td>107,393</td>
<td>91,252</td>
</tr>
<tr>
<td></td>
<td>399,793</td>
<td>376,917</td>
</tr>
</tbody>
</table>

Net unamortized actuarial loss (81,148) (69,403)

**Accrued Liability**

<table>
<thead>
<tr>
<th>2013 $000's</th>
<th>2012 $000's</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 318,645</td>
<td>$ 307,514</td>
</tr>
</tbody>
</table>

Less: Provisions in Reserves (66,360) (64,995)

**Unfunded Liability**

$ 252,285 $ 242,519

PSAB’s disclosure requirements for employee benefits and other obligations are quite extensive. Notes 9 and 10 to the Consolidated Financial Statements provide the details of the actuarial valuations, the actuarial gains and losses, payments and expenses related to these liabilities.

Actuarial gains and losses, permitted in the PSAB accounting standards, result from changes in valuation assumptions used for the current valuations versus
previous valuations. The net unamortized actuarial loss of $81.1 million represents a gain in long term disability of $0.2 million, a loss in retirement benefits of $32.0 million, a loss in WSIB liabilities of $4.7 million, a loss in sick leave obligations of $9.4 million and a loss in the pension plans of $35.4 million. These actuarial gains and losses will be spread over future periods through expenses under the category of salaries and benefits in the Statement of Operations.

Provisions have been made in the reserves for $66.4 million (2012 - $65.0 million) to fund a portion of these liabilities. These liabilities are only 20.8% funded (2012 – 21.0%) and there is no PSAB requirement to fund the net unfunded liability portion of these employee benefits of $252.3 million from reserves or taxation at this time. These unfunded liabilities can be funded in future years as amounts are expensed in the operating budget for actual payments.

This amount represents the estimate of the liability for closure and post closure costs of the City’s twelve closed and one open landfill sites. The liability is calculated by discounting the future years’ expected cash outflows for the spending on eligible activities on the landfill sites. The open landfill site is expected to close in 29 years in 2043. Expenses for the post-closure care of the open landfill site are estimated for 50 years after the site is expected to close from 2043 to 2093. The City’s expenses related to spending on capital projects and the change in the estimated liability are reflected in the Statement of Operations.

Waste diversion rates, waste initiatives such as the green cart program and composting, new waste technologies and ongoing assessments of the closed sites impact the landfill liabilities. The City’s waste diversion rate for 2013 was 50% (2012 – 43%).

Provisions have been made in a reserve of $903,000 (2012 - $853,000) to fund a portion of this liability. There is no PSAB requirement to fund the liability at this time.
Non-Financial Assets

The City’s total non-financial assets position increased in 2013 by $121.1 million to $4.753 billion and is reported in the consolidated financial statements as:

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000’s</td>
<td>$000’s</td>
</tr>
<tr>
<td>Non-Financial Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible capital assets</td>
<td>$4,732,241</td>
<td>$4,613,151</td>
</tr>
<tr>
<td>Inventories</td>
<td>9,928</td>
<td>8,682</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>11,256</td>
<td>10,455</td>
</tr>
<tr>
<td></td>
<td>$4,753,425</td>
<td>$4,632,288</td>
</tr>
</tbody>
</table>

Tangible Capital Assets (TCAs) $4.7B (2013) $4.6B (2012)

The City’s general and infrastructure tangible capital assets include land, land improvements, buildings, vehicles, computer, other machinery and equipment, roads, bridges and structures, water and wastewater plants and facilities and underground infrastructure networks. The net book value represents the cost of the tangible capital assets less accumulated amortization over the life of the asset. The TCA total includes amounts spent to the end of the year on tangible capital assets under construction.

A summary of the tangible capital assets valued as at December 31, 2013 include:

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000’s</td>
<td>$000’s</td>
</tr>
<tr>
<td>General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>$265,406</td>
<td>$252,555</td>
</tr>
<tr>
<td>Land improvements</td>
<td>134,479</td>
<td>131,206</td>
</tr>
<tr>
<td>Buildings</td>
<td>569,650</td>
<td>564,255</td>
</tr>
<tr>
<td>Vehicles</td>
<td>109,191</td>
<td>118,460</td>
</tr>
<tr>
<td>Computer hardware and software</td>
<td>4,928</td>
<td>5,503</td>
</tr>
<tr>
<td>Other</td>
<td>90,596</td>
<td>65,122</td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roads</td>
<td>1,183,951</td>
<td>1,201,843</td>
</tr>
<tr>
<td>Bridges and structures</td>
<td>176,442</td>
<td>169,941</td>
</tr>
<tr>
<td>Water and wastewater facilities</td>
<td>388,850</td>
<td>323,503</td>
</tr>
<tr>
<td>Underground and other networks</td>
<td>1,585,462</td>
<td>1,544,543</td>
</tr>
<tr>
<td></td>
<td>$4,508,955</td>
<td>$4,376,931</td>
</tr>
<tr>
<td>Net Book Value</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assets under construction</td>
<td>223,286</td>
<td>236,220</td>
</tr>
<tr>
<td>Total</td>
<td>$4,732,241</td>
<td>$4,613,151</td>
</tr>
</tbody>
</table>
The Schedule of Tangible Capital Assets in the Consolidated Financial Statements contains additional information on these non-financial assets. The replacement cost of assets valued as at December 31, 2013 is estimated at $18.5 billion.

Inventories

Two other categories of non-financial assets are inventories of goods for use in the delivery of services and prepaid expenses for purchases made in 2013 for expenses to be incurred in 2014.

**Accumulated Surplus**

**Net Municipal Financial Position**

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000's</td>
<td>$000's</td>
</tr>
<tr>
<td>Accumulated surplus (Net municipal financial position)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating surplus of BIA and Flamborough</td>
<td>$ 856</td>
<td>$ 614</td>
</tr>
<tr>
<td>Recreation sub-committees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating surplus – housing</td>
<td>630</td>
<td>442</td>
</tr>
<tr>
<td>Capital surplus – municipal</td>
<td>(7,709)</td>
<td>24,191</td>
</tr>
<tr>
<td>Capital surplus – housing</td>
<td>9,451</td>
<td>14,105</td>
</tr>
<tr>
<td>Reserves and Reserve Funds</td>
<td>667,780</td>
<td>676,705</td>
</tr>
<tr>
<td>Unfunded liabilities – Employee benefits</td>
<td>(297,989)</td>
<td>(287,476)</td>
</tr>
<tr>
<td>Unfunded liabilities – Landfill sites</td>
<td>(28,655)</td>
<td>(31,967)</td>
</tr>
<tr>
<td>Investment in Government Business Enterprises</td>
<td>235,405</td>
<td>230,610</td>
</tr>
<tr>
<td>Investment in tangible capital assets</td>
<td>4,343,421</td>
<td>4,184,595</td>
</tr>
<tr>
<td>Total accumulated surplus</td>
<td>$ 4,923,190</td>
<td>$ 4,811,819</td>
</tr>
</tbody>
</table>
Consolidated Statement of Operations

The Consolidated Statement of Operations represents the revenue and expenses under the PSAB format for financial statements introduced in 2009. The budget and actual revenues and expenses reported in the Consolidated Statement of Operations will not match amounts reported to Council for a number of reasons. The consolidated financial statements include revenues from donated capital assets, expenses from the amortization of tangible capital assets and change in unfunded liabilities which are not included in the budget. Proceeds from the issuance of long term debt that are included as a source of funding in the capital budget and debt principal repayments that are included as expenditures in the operating budget are not reported in the consolidated statement of operations.

These financial statements reflect the transfers to reserves of the City’s municipal tax and rate operating budget surplus of $8.7 million as reported in report FCS14026.

The annual surplus in the Consolidated Statement of Operations of $111.4 million represents the excess of revenue over expenses for 2013 under PSAB’s full accrual basis of accounting and, therefore, is a different surplus than the operating budget surplus reported to Council.

Revenue decreased by $15.0 million to $1.582 billion in 2013 from $1.597 billion in 2012 and is reported in the Consolidated Statement of Operations as:

<table>
<thead>
<tr>
<th></th>
<th>Budget 2013</th>
<th>Actual 2013</th>
<th>Actual 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000's</td>
<td>$000's</td>
<td>$000's</td>
</tr>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxation</td>
<td>764,170</td>
<td>764,684</td>
<td>739,264</td>
</tr>
<tr>
<td>Government grants</td>
<td>326,380</td>
<td>341,231</td>
<td>349,192</td>
</tr>
<tr>
<td>and contributions</td>
<td>290,452</td>
<td>279,074</td>
<td>280,475</td>
</tr>
<tr>
<td>User charges</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Development charges</td>
<td>82,642</td>
<td>22,031</td>
<td>54,840</td>
</tr>
<tr>
<td>and subdivider</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>contributions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donated tangible assets</td>
<td>30,500</td>
<td>29,821</td>
<td>30,460</td>
</tr>
<tr>
<td>Investment and dividend income</td>
<td>27,752</td>
<td>44,070</td>
<td>45,062</td>
</tr>
<tr>
<td>Net income from</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Government Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enterprises</td>
<td>-</td>
<td>4,795</td>
<td>8,609</td>
</tr>
<tr>
<td>Other</td>
<td>110,608</td>
<td>96,512</td>
<td>89,321</td>
</tr>
<tr>
<td>Total revenue</td>
<td>1,632,504</td>
<td>1,582,218</td>
<td>1,597,223</td>
</tr>
</tbody>
</table>
The increase in taxation revenue includes the 2013 Operating Budget property tax increase of 1.9%.

Government grants and contributions decreased by $8.0 million in 2013 from 2012. Significant government grants and contributions for operating budget programs and capital projects include:

<table>
<thead>
<tr>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ millions</td>
<td>$ millions</td>
</tr>
<tr>
<td>Ontario Works</td>
<td>113.0</td>
</tr>
<tr>
<td>Child Care</td>
<td>42.0</td>
</tr>
<tr>
<td>Public Health Services</td>
<td>31.8</td>
</tr>
<tr>
<td>Social Housing</td>
<td>26.0</td>
</tr>
<tr>
<td>Federal Gas Tax</td>
<td>22.2</td>
</tr>
<tr>
<td>Homes for the Aged</td>
<td>19.5</td>
</tr>
<tr>
<td>Emergency Medical Services - Ambulance</td>
<td>18.7</td>
</tr>
<tr>
<td>Homelessness</td>
<td>17.5</td>
</tr>
<tr>
<td>Pan American and Parapan American Games</td>
<td>14.9</td>
</tr>
<tr>
<td>Provincial Gas Tax</td>
<td>8.9</td>
</tr>
<tr>
<td>Ontario Municipal Partnership Fund (OMPF)</td>
<td>5.7</td>
</tr>
<tr>
<td>Other capital grants</td>
<td>3.0</td>
</tr>
<tr>
<td>Canada Strategic Infrastructure Fund</td>
<td>1.4</td>
</tr>
<tr>
<td>Infrastructure Stimulus Fund (ISF) &amp; RINC</td>
<td>-</td>
</tr>
<tr>
<td>Other operating program grants</td>
<td>16.6</td>
</tr>
</tbody>
</table>

User charges of $279.0 million primarily consist of water and wastewater revenues of $160.5 million ($158.0 million in 2012) and transit fares and fees of $51.5 million ($50.2 million in 2012). Other user fees are recorded in Recreation & Cultural Services of $20.3 million ($23.3 million in 2012), Social and Family Services of $12.1 million ($12.1 million in 2012), Waste Diversion & Disposal of $9.4 million ($9.9 million in 2012), Planning and Development of $7.6 million ($9.7 million in 2012) and Protection Services of $6.5 million ($6.5 million in 2012).

Development charges and subdividers’ contributions of $22.0 million was recognized as revenue in 2013 while unearned revenue is recorded as deferred revenue on the Statement of Financial Position.

Donated tangible capital assets of $29.8 million represent assets that were donated or contributed to the City by developers as required by the PSAB accounting standards.

Investment and dividend income consists of dividend income received in 2013 from Hamilton Utilities Corp. of $11.4 million ($11.8 million in 2012) and investment income of $32.7 million from City municipal and housing operations from fixed income securities, bank balances and deposits.
Net income from Government Business Enterprises represents net income of $4.8 million from HUC and HRPI for 2013 ($8.6 million in 2012). Other Revenue of $96.5 million represents revenue from licenses and permits of $16.0 million ($14.4 million in 2012), rents of $40.1 million ($39.8 million in 2012), fines and penalties of $27.3 million ($25.8 million in 2012) and other miscellaneous revenue of $13.1 million ($9.4 million in 2012).

**Expenses** increased by $4.5 million to $1.471 billion in 2013 from $1.466 billion in 2012 and are reported in the Consolidated Statement of Operations as:

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Budget 2013</th>
<th>Actual 2013</th>
<th>Actual 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>General government</td>
<td>$ 72,611</td>
<td>$ 82,191</td>
<td>$ 83,709</td>
</tr>
<tr>
<td>Protection services</td>
<td>270,898</td>
<td>277,047</td>
<td>270,851</td>
</tr>
<tr>
<td>Transportation services</td>
<td>283,631</td>
<td>276,569</td>
<td>275,357</td>
</tr>
<tr>
<td>Environmental services</td>
<td>199,324</td>
<td>196,046</td>
<td>193,852</td>
</tr>
<tr>
<td>Health services</td>
<td>86,278</td>
<td>90,282</td>
<td>84,340</td>
</tr>
<tr>
<td>Social and family services</td>
<td>270,230</td>
<td>272,957</td>
<td>276,635</td>
</tr>
<tr>
<td>Social housing</td>
<td>102,091</td>
<td>99,654</td>
<td>109,839</td>
</tr>
<tr>
<td>Recreation and cultural services</td>
<td>147,919</td>
<td>137,564</td>
<td>132,401</td>
</tr>
<tr>
<td>Planning and development</td>
<td>42,204</td>
<td>38,537</td>
<td>39,399</td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td><strong>$1,475,186</strong></td>
<td><strong>$1,470,847</strong></td>
<td><strong>$1,466,383</strong></td>
</tr>
</tbody>
</table>

Expenses are summarized by the functional categories above in the Statement of Operations and by object of expenses in the Schedule of Operations for Business Segments in the Notes to the Consolidated Financial Statements. Expenses include salaries and benefits, interest on long term debt, material and supplies, contracted services, rents and financial expenses, external transfers, amortization of tangible capital assets and interfunctional transfers. Expenses include expenses in the operating budget programs and expenses from specific projects in the capital budget that are not tangible capital assets. Expenses exclude principal repayments on long term debt recorded as reductions of long term debt and capital expenditures recorded as acquisitions and construction of tangible capital assets.

Expenses are summarized in the following categories as:

<table>
<thead>
<tr>
<th>Expenses</th>
<th>2013 $ millions</th>
<th>2012 $ millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and benefits</td>
<td>$ 665.7</td>
<td>$ 648.8</td>
</tr>
<tr>
<td>Interest on long term debt</td>
<td>14.7</td>
<td>16.4</td>
</tr>
<tr>
<td>Materials and supplies</td>
<td>198.5</td>
<td>216.3</td>
</tr>
<tr>
<td>Contracted services</td>
<td>213.2</td>
<td>207.0</td>
</tr>
</tbody>
</table>
The primary drivers for the increase in expenses of $4.5 million are:

- Salaries and benefits for Protection Services: $5.1M increase
- Salaries and benefits for Environmental Services: 3.2M increase
- Salaries and benefits for Social & Family Services: 2.6M increase
- Salaries and benefits for Social Housing: 2.1M increase
- Materials and supplies for Transportation Services: 3.4M increase
- Materials and supplies for General Government: (4.4M) decrease
- Materials and supplies for Recreation & Cultural Services: (5.0M) decrease
- Materials and supplies for Environmental Services: (9.1M) decrease
- Contracted services for Environmental Services: 4.1M increase
- Contracted services for Health Services: 4.2M increase
- Contracted services for Recreation & Cultural Services: 4.2M increase
- Contracted services for Social Housing: (7.5M) decrease
- Rents & financial expenses for Recreation & Cultural Services: 3.2M increase
- External transfers for Environmental Services: 2.4M increase
- External transfers for Social & Family Services: (6.3M) decrease
- Amortization for Environmental Services: 2.4M increase
PURPOSE
The purpose of the Cash Handling Policy is to define the acceptable level of control for Cash Handling operations for all City departments to ensure clear and consistent practices within the City for the handling of cash. This policy is designed to avoid fraudulent activity in the handling of City cash and to prevent and minimize the risk to City employees when handling cash.

SCOPE
This policy applies to all City of Hamilton operating departments with employees, staff, volunteers, students, elected officials, contractors, consultants, boards, agencies, commissions and business partners who accept cash on behalf of the City and whose financial transactions are captured within the City’s financial system.

DEFINITIONS
“Cash” is defined as coin, currency, cheques, money orders and credit/debit card transactions.

“Cash Handling Location” is defined as a location that accepts cash from citizens, residents, clients or customers.

“Cashier” is defined as any employee who performs the function of receiving, transmitting, safeguarding and/or depositing City cash.

“Segregation of Duties” - No single person handles a transaction from beginning to end. If one person does perform two or more of these functions, there is no independent check for mistakes, and errors and/or irregularities are very likely to go undiscovered for long periods. If possible, different people within a cash handling operation should perform the following four basic functional categories:

- Authorization or approval of transactions
- Recording of transactions
- Custody of funds
- Monitoring to ensure compliance with control procedures

It is not always practical for the City to maintain strict Segregation of Duties due to limited staff size and additional control measures that can be used to assist in this area are outlined in Schedule “A” - Cash Handling Guidelines.

“Cash float” is a fund that is issued for the purpose of making change for a cash transaction.

- Money from the float should not be retained or expended to pay invoices or miscellaneous expenses, replenish petty cash or make loans or
advances or used to cover cash drawer differences (Over/Short). The cash float should never change in value, only in denomination count.

SECURITY CONTROL REQUIREMENTS

All cash handling locations are required to have a safe on site that provides the appropriate burglary protection. The safe must be kept in a private area with restricted access. Access may be restricted by limiting those with access to keys or knowledge of the combinations. Access should be granted based on the employee’s job duties.

- Cashiers are provided with individual secured cash drawers and floats.
- Bank deposits must be made on a regular basis as follows:
  - Less than $25,000 collected annually must be deposited at a minimum on a weekly basis
  - Over $25,000 collected annually must be transported to the bank by the city’s contracted armoured car service as follows:
    - Over $25,000 collected annually = Weekly
    - Over $100,000 collected annually = Bi-weekly
    - Over $500,000 collected annually = Daily

Due to the seasonality of some city operations, deposit frequency may vary. While operating, these locations must implement armoured car pick-ups as outlined above. In order to be exempted from using the armoured car service the department must forward a written request, describing the reason for the exemption, to the General Manager of Finance and Corporate Services for authorization.

Sections that have been approved to deposit directly to a designated bank must use pre-encoded deposit slips and record the deposit slip number in the header field on the journal entry processed to record the transactions. In order to prevent and minimize the risk of violence against City employees, the following safeguards must be in place when delivering deposits to the bank:

- Delivery routines must vary. (Routines can be observed, so do not make cash handling or bank deposits part of a routine).
- Monies held overnight must be secured in a safe.
- Health and safety training, including receiving, transmitting, safeguarding and/or depositing City cash must be provided to all cashiers.
RESPONSIBILITIES

To ensure proper and consistent cash handling practices across the organization the requirements outlined in this policy must be adhered to and the guidelines outlined in Appendix “A” must be incorporated in all cash handling procedures.

General Managers have the responsibility to:

1. Require clearly written and approved procedures for all areas of their department’s Cash Handling locations. The procedure must:
   - Comply with the requirements of this policy
   - Incorporate the appropriate controls that are outlined in the Cash Handling Guidelines (Appendix A).
   - Include the ability to ascertain individual accountability and ensure the safeguarding of City funds.
   - Must be reviewed and updated annually.

2. Ensure that the required security equipment and services that are outlined in this policy are in place (safes, cash drawers, deposit pick-ups).

3. In the event of a loss, assure compliance with the procedures detailed in the City’s Fraud Policy and Protocol.

4. Consult with Financial Services regarding new cash handling processes before implementation (e.g. credit cards, e-commerce, etc.)

5. Ensure that the required training has been provided to all staff performing cash handling functions.

Cash Handlers have the responsibility to:

1. Comply with cash handling procedures developed for and implemented in their respective service areas.

2. Report to their departmental management, or the General Manager of Finance and Corporate Services, any instance that is deemed to be a serious failure to give proper care to employee safety, cash, securities or other valuables, whether or not such failure has resulted in a loss.

COMPLIANCE

Failure of staff to comply with this Cash Handling Policy could result in disciplinary action.
SCHEDULE “A”
CITY-WIDE CASH HANDLING GUIDELINES

PURPOSE

The purpose of this document is to provide guidelines to:

- Promote proper and consistent cash handling practices across the organization;
- Establish a system of internal controls for cash handling to prevent mishandling of such funds; and
- Assist in strengthening the security over cash receipts within the City of Hamilton.

SCOPE

These guidelines should apply to all City of Hamilton operating departments with employees, staff, volunteers, students, elected officials, contractors, consultants, boards, agencies, commissions and business partners who accept cash funds on behalf of the City and whose financial transactions are captured within the City’s financial systems.

These guidelines do not include controls pertaining to cheque payments, debit or credit card payments or the use of petty cash funds.

DEFINITIONS

Bonding of Employees – Agreement under which a bonding or insurance company guarantees payment of a certain amount as damages in the event that one or more employees covered in the agreement cause financial loss to the City.

Cash – Canadian and US currency, bills, coins, cheques, money orders and credit/debit card transactions.

Cashier – Employee, staff, volunteer, student, elected official, contractor, consultant, board, agency, commission or business partner assigned cash handling responsibilities.

PeopleSoft Financial System – Accounting software utilized by the City of Hamilton to record financial transactions.

Point of Sale System – A computer used in place of a cash register to record transactions, handle credit and/or debit payments and print receipts and reports.
Refund – Reimbursement to a customer for returned, cancelled or unsatisfactory goods or services after the original purchase transaction is completed.

Segregation of Duties – Internal control concept in which the same employee does not have responsibility for incompatible activities such as handling cash and recording and reconciling transactions.

Transaction Log – Manual record used to record transactions.

Voided Transaction – Reversal of an item entered into a cash register or point of sale system before the purchase transaction is completed.

CASH HANDLING GUIDELINES

Segregation of Duties

One employee given responsibility to collect cash, record transactions and/or reconcile daily cash activity has the opportunity to misappropriate cash and conceal the shortage in the accounting records.

No individual should have responsibility for both collecting cash and:

- Opening the mail;
- Depositing cash receipts;
- Recording or approving journal entries within the PeopleSoft Financial System;
- Performing bank reconciliations;
- Issuing invoices or posting payments within the PeopleSoft accounts receivable module;
- Initiating, approving or recording accounts receivable write-offs or other adjustments;
- Reconciling the numerical continuity of manual customer receipts, where applicable; and
- Using discretion as to whether a related charge will be levied and/or the amount of the charge.

Where segregation of duties is not practical, additional compensating controls and mitigation practices such as managerial oversight are required to reduce the risk of loss.

Cashiers should not carry out cash handling duties for at least one consecutive week per year. This may be accomplished through mandatory vacation, job rotation or other means. Such a routine may help to identify unusual or questionable practices of the regular cashiers.
Receiving and Recording Cash Payments

An incomplete record of cash transactions and adjustments provides an opportunity to misappropriate cash and omit the shortage from the accounting records.

Counterfeit and mutilated currency is not legal tender and should not be accepted. A counterfeit detection device should be used to identify forged currency. Where it is not practical to purchase or use such equipment, cashiers should be adequately trained in using common security features to identify counterfeit money.

All cash payments should be entered into the cash register or point of sale system immediately upon receipt from the customer. Where it is not practical to use a cash register or point of sale system, the cash payment should be recorded using pen in a transaction log which documents at a minimum the date, amount, type and purpose of the payment received.

Adjustments made to standard prices (e.g. coupons, discounts or rebates) or fee waivers should be captured separately from the purchase price. Documentation supporting the adjusted price or fee waiver should be retained. Adjustments or fee waivers appearing on the cash register summary tape, point of sale system report or manual transaction log at the end of the cashier’s shift should be reconciled to supporting documentation retained. Management should review and approve price adjustments and fee waivers by the following business day or at least on a monthly basis. Management should investigate inappropriate price adjustments and fee waivers or those for which no supporting documentation exists. The investigation should include an assessment of unusual patterns.

A receipt should be printed from the cash register or point of sale system and provided to the customer for all payments received. A manual receipt should be prepared where it is not practical to use a cash register or point of sale system. The cash register, point of sale system or manual receipt should indicate at a minimum the transaction date, sequential transaction or receipt number, purpose of the payment, amount received and type of payment.

Manual receipts should be issued from a sequentially pre-numbered receipt book in numerical order. Spoiled receipts should be marked “VOID” and retained in the receipt book. Management should account for the numerical sequence of receipt numbers on a quarterly basis and when a new receipt book is requested. At a minimum, manual receipts should be produced in duplicate – one copy is provided to the customer and one copy is retained in the receipt book for accounting purposes. Where it is not practical to issue manual receipts for small dollar transactions, additional management review and oversight is required to ensure cash receipts are complete.
All cash payments should be collected by the cashier at a central location. Where this is not practical (e.g. donation box, vending machine), two employees should collect and count the funds, document the count, initial the form and observe the cashier enter the funds into the cash register, point of sale system or manual transaction log. The initialed form documenting the count should be retained. Such sales appearing on the cash register summary tape, point of sale system report or manual transaction log at the end of the cashier’s shift should be reconciled to the initialed form documenting the count. Management should investigate documented funds not recorded in the cash register, point of sale system or transaction log.

**Refunds and Voided Transactions**

Lack of documentation and management oversight provides an opportunity to process an unfounded refund or void transaction for cash and misappropriate the funds.

Each department should develop and implement a refund policy as appropriate to its operations. Each policy should adhere to the following minimum requirements.

All refunds and voided transactions should have the following supporting documentation:

- Transaction date;
- Customer name, address, phone number and signature;
- Original customer receipt (where available);
- Reason for the refund or voided transaction;
- Amount and form of payment;
- Signature of the cashier issuing the refund or void; and
- Signature of the supervisor approving the transaction.

Total refunds and voided transactions appearing on the cash register summary tape, point of sale system report or manual transaction log at the end of the cashier’s shift should be reconciled to the supporting documentation outlined above. Management should investigate refunds and voided transactions for which no supporting documentation exists.

Refunds should be returned using the same payment method as the original payment. For example, if the original payment was made using a VISA credit card, the refund must be returned to the same VISA credit card. If a cash refund will deplete all or part of the cash float, the refund should be requested by City of Hamilton cheque.

Cashiers should not have the ability to process a refund or voided transaction without management approval. Where it is not practical to obtain approval at the
time of the transaction, management should review and approve refunds and
voided transactions by the following business day or at least on a weekly basis.
The review should include an assessment of unusual patterns.

**Receipts Reconciliation**

Lack of management oversight and a proper receipts reconciliation process
creates an opportunity to misappropriate cash and conceal the shortage.

Cash, cheque, debit and credit card receipts on hand should be counted and
reconciled to amounts recorded in the cash register, point of sale system or
transaction log at the end of the cashier’s shift.

Cash appearing on the cash register summary tape, point of sale system report
or manual transaction log covering the shift period should be compared to the
actual amount of cash on hand once the float balance when utilized, is removed. Cash
shortages or overages should be identified and explained. The receipts
reconciliation should be documented, re-performed and reviewed by
management and signed by both the cashier and management as evidence that
the reconciliation is complete and accurate. Where it is not practical for
management to review the receipts reconciliation, a second employee who did
not participate in the particular cash handling activities may act on management’s
behalf.

Management should summarize cash shortages and overages by employee,
date and amount. Management should review this summary at least on a
monthly basis in order to identify trends or significant cumulative discrepancies.

Each operating department should define the dollar threshold for a significant
single or cumulative cash shortage or overage. Significant shortages and
overages should be brought to management’s attention, investigated,
documented and resolved. At a minimum, documentation should contain a
description of steps taken to investigate the shortage or overage and what action
(if any) was taken by management.

The float and cash awaiting deposit should be stored in a secure location with
limited access. The cashier should not have access to cash awaiting deposit
after the receipts reconciliation is complete.

**Deposits**

Large amounts of cash stored on-site for an extended period of time provides an
opportunity to misappropriate, skim or lap funds.

All funds should be deposited intact. No cash receipts should be retained or
expended to pay invoices or miscellaneous expenses, replenish petty cash or
make loans or advances. Cash back for debit or credit card purchases must not be allowed.
Deposits should occur as outlined in the Cash Handling Policy. At a minimum, deposits should occur on a weekly basis. Cash awaiting deposit should be stored in a secure location with limited access.

Deposits that do not occur on a daily basis should be reconciled to the amount of cash receipts recorded for the days captured by the deposit. Cash appearing on the cash register summary tape, point of sale system report or manual transaction log covering the deposit period should be compared to the actual amount of cash on hand. Differences that were not previously identified as part of the receipts reconciliation process should be brought to management’s attention, investigated, documented and resolved. The deposit reconciliation should be reviewed by management and signed by both the employee and management as evidence that it is complete and accurate.

A bank deposit slip should be prepared for the actual amount of cash on hand. The deposit amount should match the amount of cash appearing on the receipts reconciliation or deposit reconciliation. The deposit should be re-counted and bank deposit slip reviewed by management. The bank deposit slip should be signed by both the employee and management as evidence that the reconciliation is complete and accurate. At a minimum the bank deposit slip should be produced in triplicate – two copies are remitted to the bank with the deposit and one copy is retained by the department. The deposit and two copies of the bank deposit slip should be sealed in a bank deposit bag. The deposit should occur the same day on which it is prepared.

Bank deposits should be picked up by an armoured car service. Where armoured car service is not available, the deposit should be escorted to the bank by a City employee. Cash should not be sent through mail or inter-office mail for deposit.

Deposits picked up by an armoured car service should be recorded using pen in a pickup log which documents, at a minimum, the date, deposit bag number, deposit amount, initials of the City employee releasing the deposit and initials of the armoured car driver taking custody of the funds. The identification of the armoured car driver should be compared against a list of authorized personnel before releasing the deposit.

**Bank Reconciliation**

Lack of a bank reconciliation process creates an opportunity to misappropriate cash from the bank deposit and not detect the discrepancy.

Funds deposited should be recorded in the PeopleSoft Financial System and reconciled to City bank statements at least on a monthly basis.

Point of sale system transactions should be automatically downloaded into the PeopleSoft Financial System. Manual journal entries are required to record cash register and transaction log activity into the PeopleSoft Financial System. Each
department should forward pertinent documentation to Finance and Administration in order to prepare manual journal entries.

Finance Services/Finance and Administration should perform, document, review and sign off on bank reconciliations by the end of the month following the month being reconciled. Any discrepancies between funds deposited and bank activity should be investigated and resolved with assistance from the operating department.

**Safeguarding Cash**

Inadequate physical security provides an opportunity to misappropriate cash from the float, daily cash receipts and/or bank deposit. It may be difficult to identify when and why cash shortages occur or the person responsible if access to cash is not limited.

Background checks should be performed on prospective cash handlers. Employees handling cash receipts should be bonded.

Cash should be kept secure at all times. This includes but is not limited to:

- Keeping all cash in a locked cash register, cash drawer or cash box;
- Locking the cash register, cash drawer or cash box when cash is left unattended; and
- Affixing cash registers and boxes to a fixed surface to prevent removal.

Physical access to the safe or storage areas where cash is kept should be restricted to a limited number of people. Access may be restricted by limiting those with access to keys or knowledge of the combinations. Access should be granted based on the employee’s job duties.

Safe combinations should be kept in secure locations and records should be maintained listing those who have knowledge of the combinations. Safe combinations should be changed periodically or when there is a change in staff (e.g. termination, change in position, retirement, etc.).

For safes, lock boxes, filing cabinets or cash drawers with keys, all keys and copies must be kept secure and there should be a log to track the issuance of keys. When an employee leaves the employment of the City or changes responsibilities, all keys should be turned in. Operating departments should have a plan in place for re-keying safes / lockboxes periodically.

If security proximity cards are used to restrict access, the access listing should be obtained from Facilities yearly and reviewed by management to ensure only required personnel have access.

Security devices (e.g. cameras, alarm buttons, bullet proof glass) should be installed at locations where a considerable amount of cash is collected.
Cash should be counted in a non-public, secure area, out of sight.

**Cash Float**

Continuous access to the cash float for an extended period of time without management oversight provides an opportunity to misappropriate, skim or lap funds.

A cash float is issued for the purpose of making change for a cash transaction. Money from the float should not be retained or expended to pay invoices or miscellaneous expenses, replenish petty cash or make loans or advances.

The cash float should be stored in a secure location with limited access at all times. Access to the cash float should be limited to the cashier and their direct supervisor during a given shift.

The cashier should count the cash float at the start and end of their shift. At a minimum, the float should be re-counted by management or their designate at the end of the cashier’s shift as part of the receipts reconciliation process. Shortfalls in the float balance should be brought to management’s attention, investigated, documented and resolved.

Management should conduct a surprise count on a periodic basis to reconcile the float balance. The count should be witnessed by another employee and the reconciliation documented and initialed by both employees. At a minimum, surprise counts should occur on a quarterly basis.

**RESPONSIBILITIES**

The General Managers, in conjunction with departmental management, shall be responsible for:

- Ensuring that the above guidelines and internal controls are incorporated into cash handling procedures developed for and implemented in their respective service areas;
- Ensuring that cash handling procedures and related internal controls are in place and operating;
- Establishing additional procedures and controls required to meet specific departmental needs; and
- Ensuring that personnel, who handle cash, are informed of, understand and adhere to the provisions of departmental cash handling procedures.

Employees handling cash receipts are responsible for complying with cash receipt handling procedures developed for and implemented in their respective service areas.
The Director of Audit Services or designate is responsible for completing cash handling reviews of select departmental or service areas on a periodic basis to identify opportunities for improving and strengthening cash handling controls.
<table>
<thead>
<tr>
<th>#</th>
<th>OBSERVATIONS OF EXISTING SYSTEM</th>
<th>RECOMMENDATION FOR STRENGTHENING SYSTEM</th>
<th>MANAGEMENT ACTION PLAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Inventory Management</strong> Traffic Operations have a stockroom containing the parts and materials needed by staff. The parts and materials removed from stock by staff are not tracked by the Inventory Clerks. Therefore, it is not possible to reconcile the parts and materials obtained from the stockroom to the parts and materials reported as having been used on the Daily Activity Sheets (DAS) that are completed by staff. These daily records are used to maintain the inventory records in Hansen.</td>
<td>That Traffic Operations management develop a system to track parts and materials taken from the stockroom by staff in order that accurate inventory records are maintained.</td>
<td>Agreed. Traffic will develop revised practices and procedures to ensure the inventory is tracked through streamlined processes to ensure the inventory records are accurately maintained. Improvements in parts and materials tracking will require segregation of inventory in a closed off stock room to limit access to inventory. Some additional construction costs will be required to segregate the stock room. The timeline for completion of the recommendation is December 2015.</td>
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<td><strong>Parts and Materials Orders</strong> A minimum re-order quantity has not been set for any of the parts and materials in inventory. Management has stated that, generally, three months worth of supplies are maintained. The Inventory Clerks rely on physical observation and experience to gauge re-order timing. However, due to the large number of parts and materials in the stockroom, the risk exists that some needed parts and materials could run too low before the shortage would be noticed. This could delay some of the work performed by Traffic Operations.</td>
<td>That management set minimum re-order quantities for the frequently used parts and materials deemed critical to Traffic Operations. That the Inventory Clerks re-order parts and materials using the minimum re-order quantity levels set above.</td>
<td>Agreed. Traffic Staff have already commenced the implementation of the minimum re-order quantities for all parts. Agreed. Inventory Clerks will re-order parts and materials using the minimum re-order quantity levels established in the Hansen system. The implementation of the minimum re-order point will commence no later than September 2014.</td>
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<td>3.</td>
<td>Parts and Materials - Segregation of Duties</td>
<td>That the Inventory Clerk that places and receives an inventory order be different from the Clerk responsible for stocking and recording the delivery in Hansen.</td>
<td>Agreed. Traffic is working in conjunction with the Finance group to change the workflow system to establish a more defined segregation of duties. This process will be completed by December 2014.</td>
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<td>4.</td>
<td>Inventory Manufactured In-House</td>
<td>That management perform periodic reviews to compare the quantities of materials transferred from the stockroom to the in-house sign shop and the quantities of materials tracked on the DAS. Evidence of such reviews should be maintained.</td>
<td>Agreed. Traffic Operations has commenced a review of our current practices for the consumption of materials used in in-house manufacturing in order to accurately track materials. Agreed. Traffic Operations management will update costs on an annual basis beginning in 2014. This process will be completed by December 2014.</td>
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<td><strong>Stock – Year-end Inventory</strong>&lt;br&gt;Periodic cycle counts have not been performed on fast moving or high value parts and materials as required by internal procedures. Cycle counts can reduce the effort required during the year-end inventory count and identify discrepancies earlier in the year.</td>
<td>That management perform cycle counts as required by the internal procedures.</td>
<td>Agreed. Upon the completion of item #1 – Inventory Management (December 2015), cycle counts as required by internal procedures will commence.</td>
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<td>6</td>
<td><strong>Physical Inventory Count</strong>&lt;br&gt;A physical inventory count is conducted in order to verify the existence of inventory items and adjust corresponding records to match the subsequent valuation of those items.</td>
<td>That physical inventory taking instructions be reinforced with individuals conducting the counts. Management should ensure the accuracy and completeness of the counts by spot checking count information to/from the item in inventory.</td>
<td>Upon the implementation of Item #1 – Inventory Management (December 2015), the physical inventory count process and cycle count process will be revised to ensure accuracy and completeness of the counts. Agreed. Hansen records will be adjusted to match the physical count details as at the time of the count. Upon the implementation of Item #1 – Inventory Management (December 2015), the physical inventory count process and cycle count process will be revised to ensure accuracy and completeness of the counts. Agreed. Hansen records will be adjusted to match the physical count details as at the time of the count. This process will be completed by December 2015.</td>
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CITY OF HAMILTON
PERFORMANCE AUDIT REPORT 2013-19
GPS/AVL SYSTEMS PERFORMANCE REVIEW

Background
GPS/AVL is the acronym for Global Positioning System/Automatic Vehicle Location. These units provide a means for automatically determining and transmitting the geographic location of a vehicle. This data, from one or more vehicles, may then be collected by a vehicle tracking system to present a picture of vehicle travel.

A motion passed by the A,F&A Committee on March 25, 2013 requested that the 2013 Internal Audit Work Plan be revised to include GPS audits of randomly selected divisions where City vehicles have been retrofitted with a GPS system.

At the April 20, 2013 A,F&A Committee meeting, the proposed initial Performance Audit Work Plan was approved and included the following:

Various City vehicles are equipped with Global Positioning System (GPS) technology. Management may use recorded GPS travel information to assess employee productivity. This project will entail comparing GPS records to documented work assignments in order to identify areas where productivity and efficiencies may be gained.

Objectives
The objectives of this review were:

1) To determine if documented completed work assignments and labour hours are supported by GPS data collected;
2) To identify opportunities to utilize the GPS/AVL systems to better manage staff for improved productivity and/or efficiency; and
3) To assess any capabilities within the various GPS/AVL systems for gathering data that could result in cost savings.

Scope
The scope of the audit included service areas with 15 or more GPS/AVL units, excluding HSR and EMS. The test date coverage ranged from September 2012 to August 2013. The processes involved in scheduling or providing work assignments to staff for the period of time being audited, the tracking of the vehicle operated by the individual selected for detailed testing and the back-end output of the work performed were reviewed. The capabilities of the GPS/AVL systems used, what aspects of the systems implemented and the extent to which management used the data generated were assessed.

Methodology
The work performed involved observation, discussion and detailed testing of samples selected from service areas with the greatest potential for maximizing the capabilities of GPS/AVL systems.
More specifically, the work included:

1. Environmental Scan
   • performed review across the City of Hamilton to identify the service areas that had GPS/AVL units within some/all of their vehicles.

2. Knowledge of Business
   • held meetings with the respective managers to obtain an understanding of the tracking software used and the number of GPS/AVL units installed in each division’s vehicles.
   • reviewed the processes and information systems used to document work scheduled and performed by the staff operating the vehicles with the GPS/AVL units installed.

3. Risk Assessment
   • performed risk analysis on each of the service areas based on factors affecting the efficiency, effectiveness and economy that could be impacted by the utilization of GPS/AVL technology. This risk analysis combined with the number of GPS/AVL units installed in vehicles for each respective service area provided the basis for determining the number of samples to be tested in each area.

4. Pilot Test of Systems and Supporting Documentation
   • determined the mapping capabilities of each GPS/AVL system used by the City to track the movement of vehicles.
   • obtained samples of front end scheduling documentation, if available.
   • obtained samples of the back end recording of work performed for subsequent matching of reported work to the mapping obtained in step above.

5. Vehicle / Operator Cross-reference
   • obtained listings of specific vehicle numbers cross-referenced with their respective assigned operators.

6. Detail Testing
   • tested selected samples to determine if the work that work assigned and indicated as completed was supported by the GPS/AVL mappings.

7. Management Opportunities
   • identified any opportunities where the GPS/AVL systems could be used to better manage staff for improved productivity and/or efficiency.

8. GPS/AVL Capabilities
   • identified any GPS/AVL capabilities that could potentially save costs based on research and discussions with management, users and Information Technology.

Audit Services conducted this review in conformity with the International Standards of Professional Practice of Internal Auditing. These standards require that Audit Services plan and perform the work to obtain sufficient, appropriate evidence to support the findings and conclusions based on the project objectives. Audit Services believes that the work performed provides a reasonable basis for the findings and conclusions.
**Findings and Analysis**

The City of Hamilton has three different tracking systems in place - Trapeze used by HSR, Interfleet software used by the Roads Division of Public Works and Trackforce (by Intergraph) used by Emergency Medical Services, Building, Municipal Law Enforcement, Water, Parking and Animal Control.

Not only does the fact that there are three different systems complicate efficiencies with respect to support and increase costs but the Trackforce (Intergraph) system is at its “end of life” in that there will no longer be any further development of this product. As such, the AVL Initiative Committee will be identifying whether a single Corporate-wide solution can be achieved which will satisfy the needs of all service areas.

There are 565 GPS/AVL units installed in City vehicles used by various divisions and sections. Roads (177), Building (35), Water (16) and Municipal Law Enforcement (29) were selected as areas for sample testing. HSR (234) and EMS (49) accounted for the largest areas not sampled.

The purchase and installation of GPS units is at the discretion and cost of the division/department. As such, various models are installed with differing functionalities. Tracking maps and data in regards to vehicle location can be obtained from all GPS/AVL systems. Additionally, the speed, start time and shut down time can also be provided from all the systems. Beyond these capabilities, systems vary as does the use by individual areas. The areas selected for review by Audit Services use either Interfleet or Trackforce software. Since the introduction of GPS technology into City vehicles, close to $1.5 million has been spent from 2006 – 2013 for the Interfleet and Trackforce software. Annual maintenance and connectivity costs run close to $200,000 a year.

With respect to the first objective of this review, i.e. **whether GPS data collected supports the other corporate documentation of completed work assignments**, the detailed testing of specific vehicles/operators resulted in GPS/AVL data and subsequent analysis that generally supported the locations where staff had been assigned or had indicated work had been completed in other records and/or documents maintained by the City. However, in many instances, the hours of actual equipment movement (use) as per the GPS/AVL records did not account for the equipment hours booked to the activities. For example, according to GPS data, a sweeper was active for approximately 4¾ hours of an 8 hour shift. Even allowing for the driver’s lunch and breaks as well as truck clean up, fueling and water fill ups, as required, does not account for the difference in the 8 hours booked as equipment use to the street sweeping activity and the span of time that the Stop Reports indicated that the equipment was actually active. Management could only surmise what other activities might have been done for the balance of the 8 hours of labour booked to the sweeping activity as no records were kept for the last hour of the shift.

In investigating **opportunities to better utilize the GPS/AVL systems**, a number of operational practices that may negatively impact the usefulness and functionality of GPS/AVL systems and data were noted during the review. They include:

- Standard recording and record management procedures did not exist.
- The maintenance of all supporting documentation including work schedules, daily activity reports and/or system reports was not evident for some of the test samples.
• In situations where specific routes for work activities are not applicable (e.g. patrol units, fixing shoulders of roads, etc.), the back-end documentation of work completed, including the locations visited and approximate times, were not always available. This made comparison to GPS/AVL data inefficient.

• The records of vehicle assignments were not kept on a current basis. In the test sample, instances were found where the date of a new vehicle assignment or the identity of a vehicle assigned as a temporary replacement were not known. Installation of GPS/AVL units in these vehicles could not be confirmed.

• The data entry in AMANDA and Hansen of the work completed was not performed on a timely basis. Even though some vehicles are equipped with laptop holders and modems to facilitate “on the go” data input, information was often not entered into these systems until the next day or even later. This reduced the potential for management to match work reported as having been performed against the locations visited.

• Municipal Law Enforcement Officers (MLEs) record their notes manually in a small notepad and then subsequently transcribe the notes into AMANDA. When the notes were entered into AMANDA, the officers were not required to utilize the “Attempts” section to record the date of their work and the amount of time spent. Instead the “Comments” field was sometimes used. As it is a text field, it was not conducive to extracting data for reporting and comparing to GPS/AVL data.

• Safety of staff is the primary reason given by management for acquiring and maintaining GPS/AVL units installed in City vehicles. In several instances noted in which the vehicles had not moved in a lengthy period of time, management had not investigated and could not provide reasons for such immobility.

Addressing these identified issues would provide more opportunities to utilize the GPS/AVL systems to a greater extent in managing staff productivity and efficiency.

In assessing GPS/AVL functionality and capabilities, the review identified a functionality provided by the GPS/AVL systems that could potentially result in cost savings. Idling time is tracked by the Roads Interfleet system. For the applicable test samples selected, the range of idling time as a percentage of the total shift time ranged from 13% to 36%. The cost of idling for all trackable times through Interfleet for the period January 2013 to August 2013 was estimated at $43,136 (which is about $64,704 annually when extrapolated).

In regards to reporting, the Trackforce software is not user friendly. During testing, the users in various divisions utilizing this software were not able to produce a mapping based on historical data. Even with support from IT, file conversions and use of other software were required to view a trail of a vehicle’s path. There were also numerous instances where completed tasks had been indicated by inspectors, MLEs or vehicle operators. However, no activity data for the assigned vehicles could be located in Trackforce. No definitive reasons for such discrepancies could be provided.

The functionality that would notify a supervisor or management of situations when a vehicle has not moved for a predetermined length of time was not available. This was one of the primary justifications for installing GPS/AVL units given by staff in interviews.
**Recommendations**
This first set of recommendations deals with suggested steps which should be implemented in order that management can utilize the GPS/AVL systems to more effectively and efficiently manage staff and work activities and potentially improve productivity and save costs.

It is recommended:
1. That standardized procedures be developed by service areas utilizing the GPS/AVL systems to ensure that all supporting documentation including scheduling and subsequent data entry of work performed be developed and enforced to enable the matching of reported tasks completed to the tracking of the vehicles’ travel paths. (Public Works – Roads & Water; Planning and Economic Development – Building & MLE)

2. That work/task completion data be entered into the supporting systems on an as completed daily basis to ensure reflection of current status. (Public Works – Roads & Water; Planning and Economic Development – Building & MLE)

3. That data be entered into the appropriate fields of the supporting systems rather than general text fields in a Comments area to enable the extraction of information for improved analysis by management. (Planning and Economic Development – MLE)

4. That a process to regularly track the assignment of vehicles to specific individuals be developed. The ability to manage the appropriate movement of staff is predicated on the assurance that the individual that is assumed to be driving a particular vehicle is actually using the identified vehicle. (Public Works – Roads & Water; Planning and Economic Development – Building & MLE)

5. That, upon completion of the above recommendations, user training be conducted to ensure that staff are aware of and comply with the new procedures. (Public Works – Roads & Water; Planning and Economic Development – Building & MLE)

6. That the Roads Division analyze the idling exception reports provided through Interfleet to identify opportunities to reduce the amount of idling in excess of 5 minutes (especially instances in excess of 30 minutes) to potentially reduce fleet fuel costs and to ensure compliance with the City’s Idling Bylaw. (Public Works – Roads)

The next set of recommendations will identify some additional opportunities to improve the capabilities within the existing GPS/AVL systems or to be considered during the search for a replacement system for the current corporate Trackforce solution to better serve the City’s operating departments.

It is recommended:
7. That the ability to track idling times and locations be incorporated into the new corporate GPS/AVL system. An analysis of results obtained could lead to a decrease in the cost of fuel and enable compliance with the City of Hamilton’s Idling By-law. (Corporate Services (IT) – AVL Initiative Group)
8. That the Geofence capabilities be considered. Such a function would alert a supervisor whenever a vehicle traveled outside its assigned area or the boundaries of the City of Hamilton. (Corporate Services (IT) – AVL Initiative Group)

9. That signals be implemented whenever a vehicle has not moved from a location for an extended period of time. This would provide management a tool to assess the appropriateness of the length of stay at a location based on the work that is being assigned or being performed. It may alert a supervisor to a safety issue with the driver that needs to be addressed or may identify situations in which the GPS/AVL unit has ceased to operate and requires repairs. (Corporate Services (IT) – AVL Initiative Group)

10. That appropriate telemetric capabilities be implemented in order that data collected be analyzed on a regular basis to improve the management of the operations or reduce costs. Telemetrics involve the electronic determination of status (e.g. plow up or down) or measurement of a quantity (e.g. amount of salt distributed over a particular area). (Corporate Services (IT) – AVL Initiative Group)

11. That the GPS/AVL data collected related to the locations of vehicles be reported on a streetview map to allow for the visualization of the tracking of a vehicle’s travel path. Such data should be readily available for the printing of mappings. (Public Works – Roads & Water; Planning and Economic Development – Building & MLE)

12. That integration between the AMANDA & Hansen systems and the GPS/AVL system be implemented such that the locations where work was reported as having been performed in the AMANDA & Hansen systems appear on the mappings produced. (Planning and Economic Development – MLE)

**Conclusion**

In the detail testing of randomly selected vehicles equipped with GPS/AVL systems, the resulting tracking maps and data of the vehicles compared appropriately to the locations where work was reported as having been performed. However, equipment use and corresponding labour hours booked to particular activities in supporting systems did not fully align with GPS/AVL data for vehicle use. Management could not provide documentation or other records detailing the differences.

Based on the amount of time required to currently obtain the supporting documentation, the difficulty in obtaining Trackforce data (in particular historical data) for vehicle mapping and the fact that it is very time consuming to compare the locations where work was alleged to have been performed against the mapping, it is Audit Services’ opinion that the use of the current GPS/AVL systems as a regular management tool is not effective or efficient.

Without the improvements to the operational processes external to the GPS/AVL systems, as noted under the Recommendations section, and either replacement of the systems or significant changes to the existing systems and interfaces, the comparison process is tedious and time consuming and may not be relied upon as records do not appear complete.
The current corporate GPS/AVL solution implemented in EMS, Building, Municipal Law Enforcement, Parking, Water and Animal Control is at its “end of life”. This provides the City of Hamilton with an opportunity to obtain a newer system with greater functionality that meets the needs of all users.

There are a number of potential benefits that can be achieved with a fully functional GPS/AVL system. These include:

- The ability to monitor idling time and potentially reduce fuel costs;
- The safety of staff in that the location of the vehicles could be tracked;
- Support to challenge legal claims as GPS will provide proof of the time and location of vehicles, speed, telemetrics such as whether the plow was up or down, the amount of salt put down, etc.;
- Potential integration with scheduling to identify the most effective route selection; and
- Improved worker productivity and accountability as well as management oversight.

However, the dollars that have been invested and the costs that continue to be incurred annually for the current GPS/AVL systems do not represent a good value for the money spent as the benefits noted earlier are not being realized.

The underlying premise is whether the potential benefits plus the ability and discipline to make and enforce the recommended adjustments to the operational processes as noted above outweigh the cost.
January 2015

**NEW YEAR’S DAY**

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PW – 9:30 a.m.

BoH – 1:30 p.m.

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Planning – 9:30 a.m.

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GIC – 9:30 a.m.

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AF&A – 9:30 a.m.

E&CS – 1:30 p.m.

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5:00 p.m.

COUNCIL

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GIC = General Issues Committee

PW = Public Works Committee

PLANNING = Planning Committee

AF&A = Audit, Finance & Administration Committee

E&CS = Emergency & Community Services Committee

BOH = Board of Health

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

** Denotes meeting is subject to change
### February 2015

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**GIC = General Issues Committee**  
**PW = Public Works Committee**  
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**AF&A = Audit, Finance & Administration Committee**  
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All meetings will be in the COUNCIL Chambers, Hamilton City Hall

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## March 2015

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THE EMERGENCY AND COMMUNITY SERVICES COMMITTEE PRESENTS REPORT 14-004 AND RESPECTFULLY RECOMMENDS:

The title of Item 1 was deleted and replaced as follows:

1. 2012-2015 Early Years Community Plan Implementation Strategy (CES14017) (City Wide) (Item 5.3)

1. Field Renovations on Adjacent Lands (CES14021) (Wards 7 & 9)

(a) That the City of Hamilton negotiate and enter into a Licence Agreement with the Hamilton Wentworth Catholic District School Board (HWCDSB), based on the terms to have access and continued use of City of Hamilton owned property adjacent to school board lands located at 200 Acadia Drive, Hamilton for the purpose of renovating and housing a portion of the current sports field on two properties owned separately by the HWCDSB and the City of Hamilton;

(b) That the City of Hamilton negotiate and enter into a Licence Agreement with the Hamilton Wentworth District School Board (HWDSB), based on the terms to have access and continued use of City of Hamilton owned property adjacent to school board lands located at 108 Highland Road West, Hamilton for the purpose of renovating and housing a portion of the current sports field on two properties owned separately by the HWDSB and the City of Hamilton;

(c) That the Mayor and City Clerk be authorized and directed to execute separate Licence Agreements between the City of Hamilton, the HWDSB
and HWDSB for use of the respective shared properties located at 200 Acadia Drive, Hamilton and 108 Highland Road West, Hamilton, in a form satisfactory to the City Solicitor; and,

(d) That the General Manager of Community and Emergency Services or designate be granted the delegated authority to approve any changes to the Licence Agreement between the City of Hamilton and the HWDSB and the City of Hamilton and the HWCDSB and to execute any related or ancillary documentation as may be required to give effect thereto, in a form satisfactory to the City Solicitor.


That Report CES14029 respecting Mohawk 4Ice Centre Annual Report 2012 & 2013, be received.

3. Emergency Capital Repairs to Township of Glanbrook Non-Profit Housing Corporation (CES14032) (Ward 11) (Item 5.5)

That the General Manager of the Community and Emergency Services Department be authorized and directed to fund the Township of Glanbrook Non-Profit Housing Corporation at Orchard Court, Library Lane, Binbrook up to a total of $150,000, for emergency capital repairs from the Social Housing Reserve Fund (#112248).

4. Conversions of Rental Housing Properties to Condominiums (CS11042(a)) (City Wide) (Item 7.1)

That Report CS11042(a) respecting Conversions of Rental Housing Properties to Condominiums, be received.

5. Renewal of Homelessness Partnering Strategy (CES14005(a)) (City Wide) (Item 7.2)

That Report CES14005(a) respecting the Renewal of Homelessness Partnering Strategy, be received.

6. Housing and Homelessness Action Plan (CS11017(d)) (City Wide) (Item 8.1)

(a) That the current balance of $365,577 and any future funds in the Revolving Home Ownership Reserve (#112254) be utilized for down payment assistance as outlined in the Provincial Investment in Affordable Council – June 11, 2014
Housing Program and that the program be targeted to priority neighbourhoods identified in the City’s Neighbourhood Development Strategy;

(b) That the balance of $1,099,506 in the Supplement/Housing Allowance Reserve (#112252) be targeted for rent subsidy assistance for eligible households as follows:

(i) Individuals participating in Housing First initiatives;
(ii) Transitioning social housing tenants who are deemed to be “over-housed” into units more appropriate to their needs;
(iii) Emergency situations where spikes in homelessness require rapid housing response; and,
(iv) To cover any pressures to existing rent supplement/housing allowance programs.

(c) That the balance of $241,230 in the Hamilton Emergency Home Repair Reserve (#102045) be utilized for an emergency home repair program for homeowners receiving social assistance (Ontario Works and Ontario Disability Support Program) to undertake emergency minor repairs of up to $5,000 that could otherwise create a risk of homelessness;

(d) That the remaining balance of $244,785 in the Social Housing Renovation and Retrofit (SHRRP) Reserve (#112253) be transferred to CityHousing Hamilton for the repair of singles and semi style housing to make these units available for rental, thereby reducing the City’s Affordable Housing Wait List and that the Social Housing Renovation and Retrofit (SHRRP) Reserve (#112253) be closed out; and,

(e) That the General Manager of Community & Emergency Services or her designate be authorized to approve funding for eligible applicants from the Revolving Home Ownership Reserve (#112254), the Hamilton Emergency Home Repair Reserve (#102045), and the Supplement/Housing Allowance Reserve (#112252).

7. Canada Learning Bond Initiative (CES14030) (City Wide) (Item 8.2)

That Report CES14030 respecting Canada Learning Bond Initiative, be received.

8. Electronic Ambulance Call Reporting System for Emergency Medical Services Standardization/Agreement Approval (CES14016) (City Wide) (Item 8.3)

(a) That the Interdev Technologies Inc. (Interdev) “iMEDIC” Electronic Ambulance Call Reporting System program (iMEDIC), be designated a
“Standard” system pursuant to Procurement Policy #14 – Standardization, with this designation being subject to review at the end of term of any new agreement; and,

(b) That the General Manager of Community and Emergency Services be authorized and directed to negotiate a single-source agreement, in a form satisfactory to the City Solicitor, with Interdev Technologies Inc. for continued provision of the iMEDIC program and associated products, support and professional services to meet the needs of the Hamilton Paramedic Service for a three-year term – 2014 to 2016 and the cost of the three-year agreement not to exceed a cumulative total of $340,000.00 plus HST, to be funded from the Paramedic Service annual operating budget.

9. Transfer of Outstanding Business List Item (Item 11.2)

That the following Outstanding Business List Item be transferred to the Board of Health:

Item D (a) Staff to consider the information regarding the Food4Kids program and report back.
(b) That staff report back regarding the Universal School Nutrition Program

The following was lifted from the information section, added as Item 10 and amended to read as follows:

10. Sir Allan MacNab Track and Sports Field Facility Upgrades (CES14025) (Ward 8)

(a) That the City of Hamilton negotiate and enter into a Licence Agreement with the Hamilton Wentworth District School Board (HWDSB) to refurbish the playing field and track facility located at Sir Allan MacNab Secondary School, located at 145 Magnolia Drive, Hamilton, Ontario for both school and community use, as per the Athletic Track layout design attached hereto as Appendix “A”.

(b) That the $520,000 total estimated design and construction cost of the project be funded as follows:

(i) $320,000 funded by the Ward 8 Area Rating Capital Reserve
(ii) $200,000 funded by the Hamilton Wentworth District Separate School Board
(c) That the Mayor and City Clerk be authorized and directed to execute the Licence Agreement between the City of Hamilton and the Hamilton Wentworth District School Board for the refurbishment and use of the Sir Allan MacNab Secondary School track and playing field facility, in a form satisfactory to the City Solicitor; and,

(d) That the General Manager of Community & Emergency Services or designate be granted the delegated authority to approve any changes to the Licence Agreement between the City of Hamilton and the Hamilton Wentworth District School Board and to execute any related or ancillary documentation as may be required to give effect thereto, in a form satisfactory to the City Solicitor.

FOR THE INFORMATION OF COUNCIL:

(a) CEREMONIAL ACTIVITY (Item A)

Recognition – Lifeguards Who Rescued Girl at Pinkly Lewis Pool

Chair Farr and Ward Councillor Morrow presented certificates of recognition to two Recreation staff who were instrumental in rescuing a young girl at Pinky Lewis pool. On May 23, 2014, Lifeguards Daniel Pereira-McClory and Jennifer Ulman pulled a child (12 year old Rachel Neema) from the bottom of the pool semi-conscious. Due to their quick response, the child was conscious and breathing when she was transported to the hospital and has made a complete recovery.

(b) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised there were no changes to the agenda.

The agenda was approved as presented.

(c) DECLARATIONS OF INTEREST (Item 2)

There were none declared.
(d) **APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)**

The Minutes of the May 12, 2014 meeting were approved as presented.

(e) **CONSENT ITEMS (Item 5.1)**

(i) **Various Advisory Committee Minutes for Information**

The following Advisory Committee Minutes/Meeting Notes were received:

1. Hamilton Veterans Committee Minutes of April 8, 2014
2. Hamilton Youth Advisory Committee Meeting Notes of March 18, 2014
3. Hamilton Youth Advisory Committee Meeting Notes of April 15, 2014
4. Hamilton Youth Advisory Committee Meeting Notes of May 20, 2014
5. Seniors Advisory Committee Minutes of April 4, 2014

(ii) **Sir Allan MacNab Track and Sports Field Facility Upgrades (CES14025) (Ward 8) (Item 5.2)**

Committee TABLED this item until the June 11, 2014 Council meeting in order to allow staff to confirm the funding amount for the project.

(f) **PRESENTATIONS (Item 7)**

(i) **Conversions of Rental Housing Properties to Condominiums (CS11042(a)) (City Wide) (Item 7.1)**

Kirsten Maxwell, Policy and Program Specialist, addressed Committee with the aid of a PowerPoint presentation. Copies of the hand-out were distributed. A copy has also been retained in the Clerk’s file for the public record and has been uploaded onto the City’s website.

The presentation covered the following topics:

- Outline;
- Council Direction;
- Annual Potential Condo Conversions (Draft Approval);
- Urban Hamilton Official Plan Policies – Criteria;

Council – June 11, 2014
• Rental Housing Supply;
• Is the 2% vacancy threshold adequate?
• Other Vacancy Thresholds;
• Has there been an impact on rental rates?
• Has there been an impact on quality?
• What are the municipal tax implications?
• Summary.

Kristen Maxwell responded to questions from Committee. Committee received the presentation and the staff report.

(ii) Renewal of Homelessness Partnering Strategy (CES14005(a)) (City Wide) (Item 7.2)

Gillian Hendry, Director of Housing Services, addressed Committee with the aid of a PowerPoint presentation. Copies of the hand-out were distributed. A copy has also been retained in the Clerk’s file for the public record and has been uploaded onto the City’s website.

The presentation covered the following topics:

• Homelessness Partnering Strategy (HPS);
• Federal funding program;
• What is Housing First?
• Housing First Activities;
• What are Homelessness Prevention Programs?
• Homelessness Prevention Activities;
• Community Homelessness Prevention Initiative (CHPI);
• Combined funding for Call for Applications;
• Next steps.

Gillian Hendry responded to questions from Committee. Committee received the presentation and the staff report.

(g) DISCUSSION ITEMS (Item 8)

(i) Housing and Homelessness Action Plan (CS11017(d)) (City Wide) (Item 8.1)

Committee amended subsection (d) of the recommendation by deleting the words “the Social Housing Capital Reserve Fund (#112248)” and inserting the words “CityHousing Hamilton for the repair of singles and semi style housing to make these units available for rental, thereby
reducing the City’s Affordable Housing Wait List” therein, to read as follows:

(d) That the remaining balance of $244,785 in the Social Housing Renovation and Retrofit (SHRRP) Reserve (#112253) be transferred to the Social Housing Capital Reserve Fund (#112248) CityHousing Hamilton for the repair of singles and semi style housing to make these units available for rental, thereby reducing the City’s Affordable Housing Wait List and that the Social Housing Renovation and Retrofit (SHRRP) Reserve (#112253) be closed out;

For disposition of this matter refer to Item 6.

(h) NOTICES OF MOTION (Item 10)

Councillor Whitehead presented the following notice of motion:

(i) Quality Index for Rental Units (Added Item)

That staff be directed to report back on the feasibility of conducting a quality index for rental units in the City of Hamilton.

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

(i) Outstanding Business List (Item 11.1)

On a motion, Committee approved the following changes to the Outstanding Business list:

1. The following Items were identified as completed and removed:

   Item "J" - Staff to review and assess the Condo Conversion Program
   Item "C" - Neighbourhood Down Payment Assistance Program
   Item "H(a)" That staff report back re: 10 yr housing and homelessness strategy with detailed plan for initial implementation

2. The following new due date was approved:

   Item "E" - Staff to undertake feasibility study of constructing & operating indoor recreation facilities at the Mohawk 4 Ice Centre and report back.
   Due Date: June 9, 2014
   Proposed New Due Date: Q1/2015

   Council – June 11, 2014
(j) PRIVATE AND CONFIDENTIAL (Item 12)

Verbal Update respecting an Identifiable Individual (Item 12.1)

Committee moved into Closed Session at 3:10 p.m. pursuant to Section 8.1(b) of the Procedural By-law and Section 239 of the Municipal Act to deal with personal matters about an identifiable individual, including municipal or local board employees.

Committee reconvened in Open Session at 3:17 p.m. The Chair advised that a verbal update regarding an identifiable individual was provided in Closed Session with nothing to report in Open Session.

(k) ADJOURNMENT (Item 13)

There being no further business, the Emergency & Community Services Committee meeting adjourned at 3:17 p.m.

Respectfully submitted,

Councillor J. Farr, Chair
Emergency & Community Services Committee

Ida Bedioui
Legislative Co-ordinator
Office of the City Clerk