



## **City of Hamilton**

# **CITY COUNCIL AGENDA**

**24-017**

**Wednesday, September 25, 2024, 9:30 A.M.**

**Council Chambers**

**Hamilton City Hall**

**71 Main Street West**

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### **Call to Order**

#### **1. APPROVAL OF AGENDA**

(Added Items, if applicable, will be noted with \*)

#### **2. DECLARATIONS OF INTEREST**

#### **3. CEREMONIAL ACTIVITIES**

3.1 2024 International Children's Games

#### **4. APPROVAL OF MINUTES OF PREVIOUS MEETING**

4.1 September 11, 2024

#### **5. COMMUNICATIONS**

- 5.1 Correspondence from the Township of Springwater requesting support for their resolution requesting that local Members of Provincial Parliament and Members of Parliament, be requested to provide regular

communications to their represented municipalities specifically relating to the Standing Committee on Heritage, Infrastructure and Cultural Policy regarding the Study on Regional Governance, as well as other provincial and federal processes, consultations, etc., that may affect their municipality.

Recommendation: Be received.

- 5.2 Correspondence from Karima Cherifi respecting the Canadian Green Sports Day Initiative.

Recommendation: Be received.

- 5.3 Correspondence from David Falletta, Bousfield Inc. respecting Item 10.1 of the September 17, 2024 Planning Committee, OPA/ZBA for 1800 Upper James Street (PED24159).

Recommendation: Be received and referred to the consideration of Item 2 of Planning Committee Report 24-013.

- 5.4 Correspondence from Cole Horncastle, Executive Managing Director, TradePort International Corporation, John C. Munro Hamilton International Airport respecting the 2024-2028 Tourism Strategy (PED24046(a)).

Recommendation: Be received and referred to the consideration of Item 1 of General Issues Committee Report 24-015.

- 5.5 Correspondence respecting Reducing Homelessness and Managing Encampments:

- a. Peter Morgan
- b. Kelly Oucharek

Recommendation: Be received and referred to the consideration of Item 2 of General Issues Committee Report 24-015.

- 5.6 Correspondence from Joey Coleman respecting the public agendas and the City website.

Recommendation: Be received and referred to the City Clerk for appropriate action.

## 6. COMMITTEE REPORTS

- 6.1 Public Works Committee Report 24-012, September 16, 2024

- 6.2 Planning Committee Report 24-013, September 17, 2024

Members of the public can contact the Clerk's Office to acquire the documents considered at this meeting, in an alternate format.

- 6.3 General Issues Committee Report 24-015, September 18, 2024
- 6.4 Audit, Finance and Administration Committee Report 24-016, September 19, 2024
- 6.5 Emergency and Community Services Committee Report 24-006, September 19, 2024
- 6.6 Hamilton Renewable Power Shareholder Report 24-001, September 24, 2024 (To be distributed)
- 6.7 Hamilton Street Railway Company Shareholder Report 24-001, September 24, 2024 (To be distributed)

## **7. MOTIONS**

- 7.1 Amendment to Item 9(e) of the General Issues Committee Report 24-002, respecting Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1) (Item 10.3(e))
- 7.2 Halton-Hamilton Water Source Protection Committee – Resignation
- 7.3 Swansea Tenants Association Committee – Thanksgiving Dinner (Ward 6)
- 7.4 Request for the Mayor to Reverse the Mayoral Decision Respecting Affordable Housing at 5 & 13 Lake Ave. South

## **8. NOTICES OF MOTIONS**

## **9. STATEMENT BY MEMBERS (non-debatable)**

## **10. COUNCIL COMMUNICATION UPDATES**

- 10.1 September 6, 2024 to September 19, 2024

## **11. PRIVATE AND CONFIDENTIAL**

- 11.1 Update on a Cyber Security Incident - WITHDRAWN

Pursuant to Section 9.3, Sub-section (a) of the City's Procedural By-law 21-021, as amended; and, Section 239(2), Sub-section (a) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to the security of the property of the City or a local board.

## **12. BY-LAWS AND CONFIRMING BY-LAW**

Members of the public can contact the Clerk's Office to acquire the documents considered at this meeting, in an alternate format.

- 12.1 162  
To Designate Property Located at 291 King Street West, Dundas, City of Hamilton as Property of Cultural Heritage Value  
Ward: 13
- 12.2 163  
To Adopt Official Plan Amendment No. 213 to the Urban Hamilton Official Plan Respecting 1600 Upper James Street (former City of Hamilton)  
Ward: 8
- 12.3 164  
To Amend Zoning By-law No. 05-200 with Respect to Lands Located at 1600 Upper James Street, Hamilton  
ZAC-24-010/UHOPA-24-004  
Ward: 8
- 12.4 165  
To Adopt Official Plan Amendment No. 205 to the Urban Hamilton Official Plan Respecting 173 and 177 Dundas Street East Former Town of Flamborough  
Ward: 15
- 12.5 166  
To Amend Zoning By-law No. 05-200 with Respect to Lands Located at 173 and 177 Dundas Street East, Flamborough  
Ward: 15
- 12.6 167  
To Amend By-law No. 12-282, As Amended by By-law No. 19-108, Respecting Tariff of Fees  
Ward: City Wide
- 12.7 168  
To Amend By-law No. 01-218, as amended, Being a By-law to Regulate On-Street Parking  
Schedule 6 (Time Limit Parking)  
Schedule 8 (No Parking Zones)  
Schedule 12 (Permit Parking Zones)  
Schedule 13 (No Stopping Zones)  
Schedule 20 (School Bus Loading Zones)  
Ward: 1, 2, 3, 4, 5, 7, 10, 12, 14
- 12.8 169  
To Confirm the Proceedings of City Council

Members of the public can contact the Clerk's Office to acquire the documents considered at this meeting, in an alternate format.

## 13. ADJOURNMENT

Members of the public can contact the Clerk's Office to acquire the documents considered at this meeting, in an alternate format.



## CITY COUNCIL MINUTES 24-016

9:30 a.m.

September 11, 2024  
Council Chamber (Hybrid)  
Hamilton City Hall  
71 Main Street West

**Present:** Mayor A. Horwath  
Deputy Mayor E. Pauls  
Councillors J. Beattie, C. Cassar, B. Clark, J.P. Danko (Virtually),  
M. Francis, C. Kroetsch, T. McMeekin, T. Jackson, M. Spadafora,  
M. Tadeson, N. Nann, T. Hwang, A. Wilson and M. Wilson

Mayor Horwath called the meeting to order and recognized that Council is meeting on the traditional territories of the Erie, Neutral, HuronWendat, Haudenosaunee and Mississaugas. This land is covered by the Dish with One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. It was further acknowledged that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation. The City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and it was recognized that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.

### APPROVAL OF THE AGENDA

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

#### 5. COMMUNICATIONS

- 5.15 Correspondence from Cassandra Myers, Owner, Haggler's Flea Market (Haggler's Marketplace) respecting an incident that occurred on Sunday, September 8, 2024.

Recommendation: Be received.

#### 8. NOTICES OF MOTION

- 8.1 Amendment to Item 3 of the Public Works Committee Report 23-011, respecting Combustion Powered Small Equipment Manufacturer's Standardization Renewal (PW18028(a)) (City Wide), which was approved by Council on August 18, 2023

- 8.2 Temporary Stop Controls – Barton Street West and Ray Street North (Ward 1)
- 8.3 Request for the Mayor to Reverse the Mayoral Decision Respecting Affordable Housing at 5 & 13 Lake Ave. South

**11. PRIVATE AND CONFIDENTIAL**

- 11.2 Appointment to the Committee of Adjustment

**12. BY-LAWS AND CONFIRMING BY-LAW**

- 160 To Amend By-law No. 24-036, as amended by By-law Nos. 24-049 and 24-128, Being a By-law to Establish Certain 2024 User Fees and Charges for Services, Activities or the Use of Property  
Ward: City Wide

**(Pauls/Kroetsch)**

That the agenda for the September 11, 2024 meeting of Council be approved, as amended.

**Result: Motion CARRIED by a vote of 15 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- NOT PRESENT - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

**DECLARATIONS OF INTEREST**

There were no declarations of interest.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

**4.1 August 16, 2024**

**(Spadafora/McMeekin)**

That the Minutes of the August 16, 2024 meeting of Council be approved, as presented.

**Result: Motion CARRIED by a vote of 15 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- NOT PRESENT - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

<b>COMMUNICATIONS</b>
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**(Pauls/Beattie)**

That Council Communications 5.1 to 5.15 be approved, as **amended**, as follows:

- 5.1 Correspondence from the Township of Terrace Bay requesting support for their resolution respecting the Ontario Immigrant Nominee Program.  
  
Recommendation: Be received.
- 5.2 Correspondence from the City of Quinte West requesting support for their resolution respecting the Canada Community Building Fund.  
  
Recommendation: Be received.
- 5.3 Correspondence from the Ministry of Emergency Preparedness and Response, Treasury Board Secretariat respecting the Community Emergency Preparedness Grant Round 2 launching in September 2024.  
  
Recommendation: Be received and referred to the General Manager of Healthy and Safe Communities for appropriate action.
- 5.4 Correspondence from Shawn Carey, Director, Niagara Escarpment Commission respecting a Revised position with respect to short-term accommodations within the Niagara Escarpment Plan Area of Development Control.  
  
Recommendation: Be received and referred to the General Manager of Planning and Economic Development for appropriate action.



- 5.5 Correspondence from Township of Stirling Rawdon requesting support for their resolution respecting Public Sector Salary Disclosure.

Recommendation: Be received.

- 5.6 Correspondence from the Township of Nairn and Hyman requesting support for their resolution respecting concerns with the Transport and Disposition of Naturally Occurring Radioactive Material (NORM) at the Agnew Lake Tailings Management Area (ALTMA).

Recommendation: Be received.

- 5.7 Correspondence from Mike LoSchiavo respecting the 82nd anniversary of the tragic raid on Dieppe France.

Recommendation: Be received.

- 5.8 Correspondence from the Township of Whitewater Region requesting support for their resolution respecting Mental Health and Addiction.

Recommendation: Be **endorsed**.

- 5.9 Correspondence from the Township of Russell requesting support for their resolution n support of the AMCTO Provincial Updates to the *Municipal Elections Act*.

Recommendation: Be received.

- 5.10 Correspondence from Cycle Hamilton Board respecting the Biking Infrastructure Enhancement along Main Street East from Queenston Traffic Circle to Parkdale Avenue.

Recommendation: Be received and referred to the consideration of Item 7 of the Public Works Committee Report 24-011.

- 5.11 Correspondence from the Honourable Michael Parsa, Minister of Children, Community and Social Services respecting an update regarding improvements to Ontario's social assistance system.

Recommendation: Be received and referred to the General Manager of Healthy and Safe Communities for appropriate action.

- 5.12 Correspondence from Tay Valley Township requesting support for their resolution respecting the Province removing Wetlands Protection for Eastern Ontario.

Recommendation: Be received.

- 5.13 Correspondence from the Tay Valley Township requesting support for their resolution respecting the Jurisdiction of Ontario's Ombudsman.

Recommendation: Be received.

- 5.14 Correspondence from Joyce Arthur, Executive Director, Abortion Rights Coalition of Canada (ARCC) respecting further information on bylaws to regulate graphic flyers showing aborted fetuses.

Recommendation: Be received and referred to the City Solicitor for appropriate action.

- 5.15 Correspondence from Cassandra Myers, Owner, Haggler's Flea Market (Haggler's Marketplace) respecting an incident that occurred on Sunday, September 8, 2024.

Recommendation: Be received.

**Result: Motion on the Communication Items, as Amended, CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

**(Pauls/Beattie)**

That Council move into Committee of the Whole for consideration of the Committee Reports.

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson

YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

<p style="text-align: center;"><b>SELECTION COMMITTEE FOR AGENCIES, BOARDS AND SUB-COMMITTEES REPORT 24-007</b></p>
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**(Cassar/Tadeson)**

That the Selection Committee for Agencies, Boards and Sub-Committees Report 24-007, held on Thursday, August 15, 2024, be received and the recommendations contained therein be approved.

**Result: Motion on the Selection Committee for Agencies, Boards and Sub-Committee Report 24-007, CARRIED by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

<p style="text-align: center;"><b>PUBLIC WORKS COMMITTEE REPORT 24-011</b></p>
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**(Spadafora/Nann)**

That Public Works Committee Report 24-011, being the meeting held on Tuesday, September 3, 2024, be received and the recommendations contained therein, be approved.

**Result: Motion on the Public Works Committee Report 24-011, CARRIED by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin

- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

**CITY OF HAMILTON LOBBYIST REGISTRAR'S REPORT  
DGB-LRI-2024-01**

**(Pauls/Cassar)**

That the City of Hamilton Lobbyist Registrar's Report Regarding Citation: Inquiry re: Graham Cubitt – DGB-LRI-2024-01 dated September 3, 2024, be received.

**Result: Motion on the City of Hamilton Lobbyist Registrar's Report Regarding Citation: Inquiry re: Graham Cubitt – DGB-LRI-2024-01 dated September 3, 2024, CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

**GENERAL ISSUES COMMITTEE REPORT 24-014**

**(Pauls/Beattie)**

That General Issues Committee Report 24-014, being the meeting held on Wednesday, September 4, 2024, be received and the recommendations contained therein, be approved.

Item 7 (i) (b) was voted on separately, as follows:

**7. Downtown Entertainment District Annual Status Update 2024 (PED24089(a))  
(Ward 2) (Item 10.4)**

- (i) (b) That Appendix "A" to Report PED24089(a), Downtown Entertainment District Annual Status Update 2024, be received and remain confidential; and,

**Result: Motion on Item 7 (i) (b) of the General Issues Committee Report 24-014, CARRIED by a vote of 11 to 5, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
NO - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
NO - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
NO - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
NO - Ward 13 Councillor Alex Wilson  
NO - Ward 1 Councillor Maureen Wilson

Item 9 was voted on separately, as follows:

**9. Lease Extension and Amending Agreement - Ontario Works, 250 Main Street East, Hamilton (PED24144) (Ward 2) (Item 14.3)**

- (a) That the direction provided to staff in Closed Session, be approved;
- (b) That the Closed Session recommendations contained within Report PED24144, respecting the subject Lease Extension and Amending Agreement – Ontario Works, 250 Main Street East, Hamilton, ON, remain confidential until completion of the subject Lease Extension and Amending Agreement; and,
- (c) That the complete Report PED24144 including appendices respecting the Lease Extension and Amending Agreement between the City of Hamilton and 250 Main Street Holdings Inc. remain confidential.

**Result: Motion on Item 9 of the General Issues Committee Report 24-014, CARRIED by a vote of 13 to 3, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
NO - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
NO - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann

- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- NO - Ward 1 Councillor Maureen Wilson

**Result: Motion on the balance of the General Issues Committee Report 24-014, CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

**AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 24-015**

**(Hwang/Spadafora)**

That Audit, Finance and Administration Committee Report 24-015, being the meeting held on Thursday, September 5, 2024, be received and the recommendations contained therein, be approved.

**Result: Motion on the Audit, Finance and Administration Committee Report 24-015, CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson

YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

<b>PLANNING COMMITTEE REPORT 24-012</b>
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**(Cassar/M. Wilson)**

That Planning Committee Report 24-012, being the meeting held on Friday, September 6, 2024, be received and the recommendations contained therein be approved.

**Result: Motion on the Planning Committee Report 24-012, CARRIED, by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

**(Pauls/Beattie)**

That Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson

YES - Ward 1 Councillor Maureen Wilson

<b>MOTIONS</b>
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**7.1 Amendment to Items 7.1 and 7.2 of the August 16, 2024 Council Minutes**

**(McMeekin/Jackson)**

WHEREAS, program funding must be provided to an organization, which in the case of the following were not named in the original motions:

- (i) Grace Anglican Church for the Food With Grace Food Bank;
- (ii) Social Planning and Research Council of Hamilton for the Tastebuds Nutrition Program Pilot; and
- (iii) St. James United Church for the Migrants Matter group.

THEREFORE, BE IT RESOLVED:

- (i) That Item 7.1 of the August 16, 2024 Council minutes, be **amended**, by inserting “Grace Anglican Church” in sub-section (b) and inserting “Social Planning and Research Council of Hamilton” in sub-section (c), to read as follows:
  - (b) That a grant of \$10,000 be provided to the **Grace Anglican Church for the** Food With Grace Food Bank to facilitate the delivery of food to isolated seniors and rural citizens and assist with other necessary enhancements to their service, funded from the Ward 15 Non-Property Tax Revenue Account (3301609615);
  - (c) That a grant of \$10,000 be provided to the **Social Planning and Research Council of Hamilton for the** Tastebuds Nutrition Program Pilot launch at the Waterdown District High School, funded from the Ward 15 Non-Property Tax Revenue Account (3301609615); and
- (ii) That Item 7.2 of the August 16, 2024 Council minutes, be **amended**, by inserting “St. James United Church” in sub-section (a), to read as follows:
  - (a) That a grant of \$10,000 be provided to **St. James United Church for** the Migrants Matter group in support of their work, funding from the Ward 15 Non-Property Tax Revenue Account (3301609615), and

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang



YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

**7.2 Amendment to Item 3 of the Public Works Committee Report 23-011, respecting Combustion Powered Small Equipment Manufacturer's Standardization Renewal (PW18028(a)) (City Wide), which was approved by Council on August 18, 2023 (formerly Item 8.1)**

**(a) (Spadafora/A. Wilson)**

That the Rules of Order be waived to allow for the introduction of a motion respecting Amendment to Item 3 of the Public Works Committee Report 23-011, respecting Combustion Powered Small Equipment Manufacturer's Standardization Renewal (PW18028(a)) (City Wide), which was approved by Council on August 18, 2023.

**Result: Motion CARRIED by a 2/3rds vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

**(b) (Spadafora/A. Wilson)**

WHEREAS, in order to finalize the contract documents, it is necessary to amend Appendix "A" to the Public Works Committee Report 23-011, as follows:

- (i) Windmill Power Equipment to Windmill Power Equipment LTD O/A WPE Landscape Equipment;
- (ii) Brother's Equipment to Brothers Equipment Rentals;
- (iii) Indcomm to Indcomm Power Products;

- (iv) DeWildt Power Products to 1077220 Ontario Inc DBA DeWildt Marine and Powersports;
- (v) TEGS Tools to TEGS Tools & Machinery LTD in Appendix "A"
- (vi) O'Neil's Farm Equipment to O'Neil's Farm Equipment (1971) LTD;
- (vii) Galer Equipment to Galer Farm Equipment LTD; and
- (viii) Premier Equipment to PE Premier Equipment ULC;

THEREFORE, BE IT RESOLVED:

That Item 3 of the Public Works Committee Report 23-011, respecting Combustion Powered Small Equipment Manufacturer's Standardization Renewal (PW18028(a)) (City Wide), be **amended**, as follows:

- (a) That Council approve the continued standardization of commercial grade combustion powered small equipment products and parts manufactured by Honda and Stihl and the single sourcing of the supply and delivery of the products, parts and services for the equipment with the licensed distributors identified in Appendix "A" **As Amended** to Public Works Committee Report 23-011, pursuant to Procurement Policy #14 – Standardization, until August 18, 2028 for the Environmental Services, Waste Management and Transportation Divisions;
- (b) That the General Manager, Public Works or designate, be authorized to negotiate, enter into, and execute any required Contract and any ancillary documents required to give effect thereto with those suppliers identified in the attached Appendix with content acceptable to the General Manager, Public Works or designate, and in a form satisfactory to the City Solicitor; and
- (c) That the General Manager, Public Works or designate, be authorized to amend any Contracts executed and any ancillary documents as required in the event that a service provider, manufacturer, or distributor identified in the attached Appendix undergoes a name change or a new distributor relationship in a form satisfactory to the City Solicitor.

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann

YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

**7.3 Temporary Stop Controls – Barton Street West and Ray Street North (Ward 1) (formerly 8.2)**

**(a) (M. Wilson/Kroetsch)**

That the Rules of Order be waived to allow for the introduction of a motion respecting Temporary Stop Controls – Barton Street West and Ray Street North (Ward 1).

**Result: Motion CARRIED by a 2/3rds vote of 14 to 1, as follows:**

NOT PRESENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
NO - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

**(b) (M. Wilson/Kroetsch)**

WHEREAS, the City of Hamilton is committed to creating safe neighbourhoods and vibrant communities;

WHEREAS, the York Boulevard reconstruction project has rerouted additional traffic to utilize Barton Street West;

WHEREAS, residents who live on streets connecting to Barton Street West between Queen Street North and Locke Street North have contacted the Ward 1 office seeking assistance on exiting their streets onto Barton Street West due to additional congestion;

WHEREAS, the Transportation Division supports the installation of an all-way stop at the intersection of Barton Street West and Ray Street North, there is an immediate need to install the all-way stop of which using a motion permits; and

WHEREAS, residents have been historically inquiring about additional stop controls on Barton Street West between Queen Street North and Locke Street North.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be directed to convert the intersection of Barton Street West and Ray Street North to all-way stop controls, thereby adding stop signs to Barton Street West for the duration of the York Boulevard reconstruction project;
- (b) That By-Law 01-215 To Regulate Traffic be amended to include an all-way stop at the intersection of Barton Street West and Ray Street North;
- (c) Upon the conclusion of the York Boulevard reconstruction project that the Transportation Division review the applicability of the all-way stop at the intersection of Barton Street West and Ray Street North to remain permanently; and
- (d) That the General Manager of Public Works and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

**Result: Motion CARRIED by a vote of 15 to 0, as follows:**

NOT PRESENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

<b>NOTICES OF MOTION</b>
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Councillor Francis introduced the following Notice of Motion:

**8.3 Request for the Mayor to Reverse the Mayoral Decision Respecting Affordable Housing at 5 & 13 Lake Ave. South**

WHEREAS, on March 27, 2024, City Council officially voted to deny the conversion of the 5 & 13 Lake Ave S. parking lots to affordable housing;

WHEREAS, the Integrity Commissioner report states that Mayor Horwath was lobbied by an unregistered lobbyist with financial interest to “find a workaround in relation to the defeat of the staff proposal to make available parking lots on Lake Ave South in Stoney Creek”;

WHEREAS, on April 24, 2024, Mayor Andrea Horwath overturned City Council's decision to deny the conversion of the parking lot using Strong Mayor Powers;

WHEREAS, the Integrity Commissioner has determined that the lobbying efforts related to the complaint, contravened the City of Hamilton’s Lobbyist Registry Bylaw;

WHEREAS, according to Strong Mayors, *Building Homes Act, 2022*, S.O. 2022, c. 18 – Bill 3 Section 284.14 maintains that a veto decision must be made in good faith;

WHEREAS, Hamilton City Council approved the 2023-2026 Office of the Auditor General Work Plan (Report AUD23012) which included a Housing Services Audit; and

WHEREAS, the Office of the Auditor General is the administrator of the City of Hamilton’s Fraud and Waste Hotline, the scope of which includes the investigation of conflicts of interest and procurement irregularities.

THEREFORE, BE IT RESOLVED:

- (a) That Council request to Mayor Horwath to reverse her decision to use Strong Mayor Powers for the overturning of Council's decision to deny affordable housing on 5 & 13 Lake Ave South;
- (b) That the Office of the Auditor General review the Lobbyist Registrar Report regarding the Inquiry respecting Graham Cubitt – DBG-LRI-2024-01 and include relevant risks in the upcoming Housing Services Audit, per the Council-Approved 2023-2026 Office of the Auditor General Work Plan (Report AUD23012); and
- (c) That the Office of the Auditor General investigate the issues and findings contained in Lobbyist Registrar Report regarding the Inquiry respecting Graham Cubitt – DBG-LRI-2024-01, including subsequent events and related procurements.

**STATEMENTS BY MEMBERS**

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

**COUNCIL COMMUNICATION UPDATES****(Pauls/Beattie)**

That the listing of Council Communication Updates from August 9, 2024 to September 5, 2024, be received.

**Result: Motion on the Council Communication Updates from August 9, 2024 to September 5, 2024, CARRIED by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 6 Councillor Tom Jackson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 15 Councillor Ted McMeekin  
YES - Ward 3 Councillor Nrinder Nann  
YES - Deputy Mayor - Ward 7 Councillor Esther Pauls  
YES - Ward 14 Councillor Mike Spadafora  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - Ward 1 Councillor Maureen Wilson

**PRIVATE AND CONFIDENTIAL**

Council determined that discussion of Item 11.1 was not required in Closed Session; therefore, the matter was addressed in Open Session, as follows:

**11.1 Closed Session Minutes – August 16, 2024****(Spadafora/Hwang)**

That the Closed Session Minutes dated August 16, 2024 be approved, as presented, and remain confidential.

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

YES - Ward 10 Councillor Jeff Beattie  
YES - Ward 12 Councillor Craig Cassar  
YES - Ward 9 Councillor Brad Clark  
YES - Ward 8 Councillor John-Paul Danko  
YES - Ward 5 Councillor Matt Francis  
YES - Mayor Andrea Horwath  
YES - Ward 4 Councillor Tammy Hwang

- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

Council determined that discussion of Item 11.2 was not required in Closed Session; therefore, the matter was addressed in Open Session, as follows:

### **11.2 Appointment to Committee of Adjustment**

#### **(Cassar/Tadeson)**

That Laverne Gadaye be appointed to the Committee of Adjustment for the remainder of the 2022-2026 Term of Council.

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

<b>BY-LAWS AND CONFIRMING BY-LAW</b>
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#### **(Pauls/Beattie)**

That Bills No. 24-158 to No. 24-161 be passed, and that the Corporate Seal be affixed thereto, and that the By-laws, be numbered, be signed by the Mayor and the City Clerk to read as follows:

- 158 To Designate Property Located at 340 Dundas Street East, Flamborough, City of Hamilton as Property of Cultural Heritage Value  
Ward: 15

- 159 To Amend Zoning By-law No. 05-200 with respect to lands located at 285 and 293 Fiddler's Green Road, Ancaster  
Ward: 12
- 160 To Amend By-law No. 24-036, as amended by By-law Nos. 24-049 and 24-128, Being a By-law to Establish Certain 2024 User Fees and Charges for Services, Activities or the Use of Property  
Ward: City Wide
- 161 To Confirm Proceedings of Council

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson
- YES - Ward 1 Councillor Maureen Wilson

**(McMeekin/Pauls)**

That, there being no further business, City Council be adjourned at 11:28 a.m.

**Result: Motion CARRIED by a vote of 16 to 0, as follows:**

- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 12 Councillor Craig Cassar
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 8 Councillor John-Paul Danko
- YES - Ward 5 Councillor Matt Francis
- YES - Mayor Andrea Horwath
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 6 Councillor Tom Jackson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 15 Councillor Ted McMeekin
- YES - Ward 3 Councillor Nrinder Nann
- YES - Deputy Mayor - Ward 7 Councillor Esther Pauls
- YES - Ward 14 Councillor Mike Spadafora
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson



YES - Ward 1 Councillor Maureen Wilson

Respectfully submitted,

Mayor Andrea Horwath

Matthew Trennum  
City Clerk  
Office of the City Clerk

September 6, 2024

**To: Renee Ainsworth, Director of Corporate Services/Clerk**

**RE: Growth and Economic Viability Ad Hoc Committee Resolution**

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At its Regular meeting on September 4, 2024, Council of the Township of Springwater passed the following resolution:

**C439-2024**

Moved by: Moore

Seconded by: Fisher

That Council hereby supports the resolution of the Growth and Economic Viability Ad Hoc Committee regarding provincial and federal notification of municipally significant processes by the provincial and federal governments; and,

That the letter be circulated to all Ontario municipalities and AMO.

**Carried.**

Please do not hesitate to contact me should you have any questions.

Yours Truly,

Sarah Elliott, Committee Coordinator/Administrative Assistant

Honourable MP Doug Shipley  
[Doug.Shipley@parl.gc.ca](mailto:Doug.Shipley@parl.gc.ca)

*Sent via electronic mail*

Honourable MPP Doug Downey  
[Doug.Downey@pc.ola.org](mailto:Doug.Downey@pc.ola.org)

September 5, 2024

Dear Honourable MP Doug Shipley and Honourable MPP Doug Downey

At its Regular meeting on September 4, 2024, the Township of Springwater's Council passed resolution C439-2024 endorsing the Growth and Economic Viability Ad Hoc Committee's (GEVC) resolution below:

**Resolution**

Moved by: Coughlin

Seconded by: Alexander

That the Committee recommend to Council that a letter be drafted requesting that local Members of Provincial Parliament and Members of Parliament, be requested to provide regular communications to their represented municipalities specifically relating to the Standing Committee on Heritage, Infrastructure and Cultural Policy regarding the Study on Regional Governance, as well as other provincial and federal processes, consultations, etc., that may affect their municipality.

**Carried**

The GEVC's resolution followed a discussion noting concerns that the Township was not notified of the public hearings held by the Standing Committee on Heritage, Infrastructure and Cultural Policy regarding the Study on Regional Governance. The County of Simcoe is included in the governance review, and these public hearings would have provided an opportunity for the Township to express its opinion on a matter that significantly impacts Springwater.

Please have your offices confirm a commitment to regular communications, including advance notifications of public hearings, meetings, and processes involving Springwater and, more broadly, Simcoe County.

I can be reached via email at [jennifer.coughlin@springwater.ca](mailto:jennifer.coughlin@springwater.ca) or by phone at 705-728-4784.

Regards,



Jennifer Coughlin  
Mayor, Township of Springwater

cc. All Ontario Municipalities and the Association of Municipalities of Ontario

## 5.2

**Pilon, Janet**

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**Subject:** City of Hamilton - Proclamation Request Green Sports Day Oct 6th

**From:** Green Sports Canada <[greensportsverts@gmail.com](mailto:greensportsverts@gmail.com)>

**Sent:** Saturday, August 17, 2024 1:14 PM

**To:** Office of the Mayor <[Officeofthe.Mayor@hamilton.ca](mailto:Officeofthe.Mayor@hamilton.ca)>

**Subject:** City of Hamilton - Proclamation Request Green Sports Day Oct 6th

Good day Mayor Andrea Horwath,

I hope this message finds you well. My name is Karima Cherifi, and I am reaching out on behalf of the Canadian [Green Sports Day](#) initiative. We are excited to announce an inspiring campaign that aims to bring sports communities together across Canada for a common cause - promoting environmental awareness and sustainability through sports.

On October 6, we will be celebrating Green Sports Day, a momentous occasion dedicated to showcasing the sports industry's commitment to protecting our planet. As part of this campaign, we are inviting municipalities across Canada in proclaiming October 6th as Green Sports Day and by illuminating their facilities in vibrant green lights, symbolizing our collective dedication to building a greener, more sustainable future through sport.

Our mission for Green Sports Day is to harness the power of sports to drive positive environmental change and unite athletes, fans, and communities worldwide to take action against climate change. By transforming buildings into beacons of green, we hope to inspire millions and send a powerful message of unity and responsibility for our planet's well-being.

We will feature your venue and proclamation on our official website and social media channels, showcasing your dedication to environmental responsibility and acknowledging your contribution to this global movement.

Thank you for considering participation in Green Sports Day. Together, we can make a significant difference in preserving our planet for future generations. If you have any questions or need further information, please feel free to reach out to us at the contact information provided below.

Let's unite as one sporting community to demonstrate our commitment to a greener and more sustainable world!

Attached is a draft proclamation.

Thank you,

**Karima Cherifi**

Contact information

Email: [greensportsverts@gmail.com](mailto:greensportsverts@gmail.com)

Website: <https://www.greensportsverts.ca/>

Project No. 24209

September 16, 2024

***Sent via e-mail to: clerk@hamilton.ca***

Chair & Members of the Planning Committee  
c/o Lisa Kelsey, Legislative Coordinator  
City of Hamilton  
71 Main Street West, 1<sup>st</sup> Floor  
Hamilton, ON L8P4Y5

Dear Chair and Members of the Planning Committee,

**Re: *Item 10.1 of the September 17, 2024 Planning Committee  
OPA/ZBA for 1600 Upper James Street (PED24159)***

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We are the planning consultant to BJS Properties Inc. (“**BJS**”), the owner of 1588 Upper James Street, which is located immediately north of 1600 Upper James Street that is subject to an official plan amendment and rezoning applications (the “**Applications**”). The purpose of this letter is to make the Planning Committee aware of our concerns with the Applications.

### **LACK OF COLLABORATION AND TRANSPARENCY**

We were first engaged by BJS on September 9, 2024 and we immediately reached out to the planning consultant (A. J. Clarke and Associates Ltd.) to the Applications, requesting information and the plans related to the Applications. Unfortunately, AJ Clarke and Associates informed us that the Owner/Applicant was not willing to share the architectural plans associated with the Applications. In our opinion, this demonstrates a complete lack of collaboration and transparency. It also does not demonstrate a willingness to city build with the community.

Also, the recent changes to the Planning Act have removed third party appeals for Official Plan Amendments and rezonings. These changes coupled with the Owner/Applicant’s unwillingness to share information about the project is frustrating, especially to neighbours immediately adjacent to such applications.

Ultimately, the City's Planning Staff provided the architectural plans, which we have reviewed. However, given the complexity of this file and the lack of ability to provide a fulsome review of the Applications, it is our opinion that the Planning Committee should defer the Applications to provide additional time for BJS and its consultant team to review the file in greater detail.

## **BUILDING SETBACK**

The concept plan illustrates a 2 metre building setback to the north (shared) property line for the first six storeys of the building. The proposed building includes large windows on this face (the north façade) of the building setback 2 metres from the north (shared) lot line, which causes concerns. The proposed zoning by-law amendment, appended to the Staff Report, would also permit the proposed windows.

Our concern is that the proposed building and zoning would permit windows within 2 metres of the shared property line, which would restrict the redevelopment potential of BJS's property at 1588 Upper James Street. In our experience and as a matter of good urban design, an appropriate minimum separation distance is 11 metres for midrise buildings with windows.

If the applications are approved and the proposal is built as illustrated in the concept plan, it would restrict the redevelopment of BJS's property whereby the BJS property would need to provide a 9 metre setback in order to provide appropriate separation distances between windows.

In our opinion, the proposal and zoning by-law amendment should be revised to require that any portion of the building up to a height of 22 metres with windows should be setback a minimum of 5.5 metres from the north lot line abutting 1588 Upper James Street.

This would allow the proposal to be revised to either exclude the proposed windows within this portion of the building or pull the mid-rise portion of the building with windows to 5.5 metres.

**OUR REQUEST**

We respectfully request that the Planning Committee consider the following:

- 1. The deferral of the application to provide additional time to BJS and its consulting team to review the Applications and provide fulsome comments; and,**
- 2. the zoning by-law amendment be revised to require that any portion of the building up to a height of 22 metres with windows should be setback a minimum of 5.5 metres from the north lot line abutting 1588 Upper James Street.**

Thank you for the opportunity to provide comments on this application, we look forward to discussion these comments at the Planning Committee meeting on September 17, 2024.

Yours very truly,

**Bousfields Inc.**



David Falletta MCIP, RPP

cc. *M. Michniak, City of Hamilton*  
*Planning Committee*  
*R. Ferrari, A. J. Clarke and Associates Ltd.*  
*Client*

/DF:jobs

September 17, 2024

Mayor Andrea Horwath  
City of Hamilton  
Hamilton City Hall, 2nd floor  
71 Main Street West  
Hamilton, ON L8P 4Y5

**RE: Letter of Support for Hamilton's 2024-2028 Tourism Strategy**

Dear Mayor Horwath,

I write to you today on behalf of TradePort International Corporation (TradePort), operator of the John C. Munro Hamilton International Airport (Hamilton International or the Airport), to express our support for the City of Hamilton's (City) 2024-2028 Tourism Strategy, with the understanding that feedback provided during the consultation process will be incorporated.

The 2024-2028 Tourism Strategy's four strategic priorities are aligned with the TradePort's own approach to growth and development. TradePort is pleased to see that the strategy is designed to grow the City's overall tourism sector, including plans to ensure Hamilton is seen as a leading tourism destination through a robust events and festivals offering and the creation of unique experiences to leverage the many natural and creative spaces our City has to offer. TradePort is also committed to supporting a 'Sense of Place' at the Airport in its own initiatives and supports the Tourism Strategy for its commitment to doing the same across the many facets of the tourism industry.

TradePort welcomed the opportunity to provide input during the development process and looks forward to seeing that feedback incorporated in the final 2024-2028 Tourism Strategy. Hamilton International is an asset to the City, enabling hundreds of thousands of people to travel to and from Hamilton annually, from across Canada and around the world. Passengers arriving by air are a key indicator of the success of a region's tourism industry, and as a regional airport located directly in the City, inbound passenger traffic should be considered as a measure of Hamilton's tourism industry growth and the strategy's overall success.

TradePort continues to work with its airline partners to build inbound traffic in traditional and innovative ways, such as the recently launched Air Canada Landline service and expanding inbound group travel opportunities. These efforts directly align with the 2024-2028 Tourism Strategy priorities to create unique travel experiences, to tap into the City's natural surroundings and to grow the City's reputation as a tourism destination. TradePort looks forward to collaborating with Tourism Hamilton on ensuring the passenger carrier opportunities are maximized as part of the strategy implementation.

TradePort, along with its parent company, Vantage Group, are key enablers of tourism growth, and the correlated economic growth, in the City and across the Southern Ontario region. The Airport provides more than 4,700 jobs and contributes \$1.5 billion in economic activity according to its most recent Economic Impact Study completed in 2021. TradePort believes that growth in the tourism sector will enable the Airport to generate an even greater impact, and that growth in air travel through Hamilton International will strengthen the City's tourism industry. As such, TradePort is pleased to offer support for



advancement of the City of Hamilton's 2024-2028 Tourism Strategy and look forward to collaborating with Tourism Hamilton over the next five years for collective success.

Sincerely yours,



**Cole Horncastle**

Executive Managing Director  
TradePort International Corporation  
John C. Munro Hamilton International Airport  
[chorncastle@flyhamilton.ca](mailto:chorncastle@flyhamilton.ca)

**Pilon, Janet**

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**Subject:** The Face Of Hamilton

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**From:** peter morgan

**Sent:** September 18, 2024 7:29 AM

**To:** Jackson, Tom <[Tom.Jackson@hamilton.ca](mailto:Tom.Jackson@hamilton.ca)>; Office of Ward 3 City Councillor Nrinder Nann <[ward3@hamilton.ca](mailto:ward3@hamilton.ca)>; Chad Collins <[chad.collins@hamilton.ca](mailto:chad.collins@hamilton.ca)>; Francis, Matt <[Matt.Francis@hamilton.ca](mailto:Matt.Francis@hamilton.ca)>; Hwang, Tammy <[Tammy.Hwang@hamilton.ca](mailto:Tammy.Hwang@hamilton.ca)>; [filomena.tassi@parl.gc.ca](mailto:filomena.tassi@parl.gc.ca); Sandy Shaw-CO <[sshaw-co@ndp.on.ca](mailto:sshaw-co@ndp.on.ca)>; Neil Lumsden <[neil.lumsden@pc.ola.org](mailto:neil.lumsden@pc.ola.org)>; [lisa.hepfner@parl.gc.ca](mailto:lisa.hepfner@parl.gc.ca); Office of the Mayor <[Officeofthe.Mayor@hamilton.ca](mailto:Officeofthe.Mayor@hamilton.ca)>; Clark, Brad <[Brad.Clark@hamilton.ca](mailto:Brad.Clark@hamilton.ca)>; [clerk@hamilton.ca](mailto:clerk@hamilton.ca); Kroetsch, Cameron <[Cameron.Kroetsch@hamilton.ca](mailto:Cameron.Kroetsch@hamilton.ca)>; Cassar, Craig <[Craig.Cassar@hamilton.ca](mailto:Craig.Cassar@hamilton.ca)>; [johnpauldanko@hamilton.ca](mailto:johnpauldanko@hamilton.ca)

**Subject:** The Face Of Hamilton

Politicians:

This is the reality of waking up this morning- taking my dogs for a walk- hoping NOT to encounter HOMELESS for a day-,NOPE there they are!!!!!!

DO SOMETHING ABOUT THIS CRISIS NOW NOW NOW NOW NOW... Get them moved by vans/ buses to the fenced off area by Bay St train tracks/ movie studio area- it's fenced off- barbed wire- The trailering HOMELESS are already there- garbage- tarps- blue bins- green bins strewn about- PUT THEM there NOW..... So WE HAMILTONIANS DONT HAVE TO WAKE UP TO Sleeping Beauty!!!!!!!!!!







**Pilon, Janet**

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**Subject:** community feedback re: sanctioned site location**From:** Kelly & Bert Oucharek**To:** Danielle Blake <[danielle.blake@hamilton.ca](mailto:danielle.blake@hamilton.ca)>; Grace Mater <[grace.mater@hamilton.ca](mailto:grace.mater@hamilton.ca)>; Andrea Horwath <[andrea.horwath@hamilton.ca](mailto:andrea.horwath@hamilton.ca)>**Cc:** [clerk@hamilton.ca](mailto:clerk@hamilton.ca) <[clerk@hamilton.ca](mailto:clerk@hamilton.ca)>**Sent:** Sunday, September 8, 2024 at 01:24:33 a.m. EDT**Subject:** community feedback re: sanctioned site location

Hello

In light of the report coming up later in September, exploring sanctioned sites, I am wondering if there is any plan to consult or engage the community on potential location sites?

I can appreciate that the city went to significant lengths to hear how encampments have impacted businesses, by developing and circulating a survey to effect change on the encampment protocol and to hear how businesses are impacted by encampments and the state of the downtown core. It is clear that the city/police have been motivated by what the business delegates had to say.

What I do not understand, is why, the city has not taken the time to hear from residents who are directly impacted by living in close proximity to an encampment. It seems like an easy task to map the homes within 25-50 m of an encampment and send them an engagement survey.

Taking the time, to treat residents the same as business owners and showing interest in how they have been impacted would go along way in showing the city truly cares for residents experiences as much as business owners. Especially if you consider business are present in their buildings 6-10 hours a day, residents living in close proximity to encampments (sometimes literally abutting in their back yard) 24/7, witnessing all the negative impacts on a continual basis.

Please do not think the unsheltered email is a sufficient outlet for this type of feedback.

I ask you to consider seeking residents input as I fear the lower city, namely Ward 2 will become a "natural choice" given that most social services tend to be planted here.

I fear that the city has accepted Bayfront park as a sanctioned site of sorts, as evidenced by continual disinterest in enforcing the protocol of the numerous non-compliant sites for an extended period of time. It's like you've given up.

I also ask the question because we anticipate Camerson Kroetsch's willingness to offer Ward 2 locations as potential sites, as he did with the HATS initiative, his views do not align with many of Ward 2 residents, particularly the North End.

I have also heard rumors the city is exploring Eastwood Park as a site, which is highly concerning.

I implore you to seek community feedback with respect to the locations chosen for proposed sanctioned sites.  
Kelly Oucharek

**Pilon, Janet**

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**Subject:** Correspondence to Council for September 24 meeting regarding public agendas and the City website

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**From:** Joey Coleman

**Sent:** Thursday, September 19, 2024 3:21 PM

**To:** [clerk@hamilton.ca](mailto:clerk@hamilton.ca)

**Subject:** Correspondence to Council for September 24 meeting regarding public agendas and the City website

Dear Hamilton City Council,

As a resident of Hamilton, I respectfully request that City Council provide direction to staff to begin uploading copies of public meeting agendas to the primary City website ([www.hamilton.ca](http://www.hamilton.ca)) in PDF format until issues with City's agenda website are resolved.

The City agenda website was offline for over 60 hours between September 6 and 9, and again for over 60 hours between September 13 to 15. Additionally, the site has been offline for many hours on numerous occasions during past two business weeks.

Thank you for your consideration,

Joey Coleman  
Ward 2 Resident





## **PUBLIC WORKS COMMITTEE REPORT 24-012**

1:30 p.m.

Monday, September 16, 2024

Council Chambers (Hybrid)

Hamilton City Hall

71 Main Street West

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**Present:** Councillors M. Spadafora (Chair), A. Wilson (Vice-Chair) (virtually), J. Beattie, C. Cassar, J.P. Danko, M. Francis (virtually), T. Hwang (virtually), T. Jackson, C. Kroetsch (virtually), T. McMeekin, N. Nann, E. Pauls, M. Tadeson and M. Wilson

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### **THE PUBLIC WORKS COMMITTEE PRESENTS REPORT 24-012 AND RESPECTFULLY RECOMMENDS:**

**1. Accessible Transportation Services Eligibility Appeal Policy (PW24051) (City Wide) (Item 8.1)**

That Report PW24051 respecting Accessible Transportation Services Eligibility Appeal Policy, be received.

**2. Hamilton Street Railway (HSR) Trans-Cab - In-House Bid for 2024 Request for Tenders (RFT) (PW24055) (Wards 9, 10 and 11) (Item 11.1)**

- (a) That the Director of Procurement be authorized and directed to issue a Request for Tenders (RFT) for the provision of shared ride taxi (Trans-Cab) services between locations in designated neighbourhoods;
- (b) That the General Manager, Public Works be authorized and directed to establish an in-house bid team together with the Amalgamated Transit Union Local 107 ("ATU"), to prepare and submit a bid to the Request for Tender with the potential to transfer the Trans-Cab services from a contracted service provider to an in-house service as outlined in the City's Procurement Policy #22 – In-House Bid Submission; and

- (c) That staff report back to the Public Works Committee with recommendations based on the results of both the in-house bid and external bids received in response to the Request for Tenders, including a report summarizing the findings of a Fairness Monitor.

**3. Lake Pointe Park Playground and Sun Shelter Replacement, 60 Westhampton Way, (Stoney Creek) Hamilton (Ward 10) (Item 12.1)**

WHEREAS, Lake Pointe Park is a 2.9-acre neighbourhood park located at 60 Westhampton Way, Stoney Creek;

WHEREAS, the existing playground within the park is nearing the end of its service life and is up for replacement, and the existing sun shelter was destroyed by fire in May 2023 and needs to be replaced;

WHEREAS, Landscape Architectural Services is currently undertaking the design and installation of a multi-use court within the park (Project ID#4402456135) and combining these asset replacement projects would benefit the overall design and programming;

WHEREAS, the insurance proceeds for replacing the shade structure are based on a “like, kind and quality” replacement and as a result of enhancements to be made when replacing the shade structure, the proceeds will not fund the costs of a new shade structure and associated works in their entirety;

WHEREAS, it is estimated that the new shade structure and associated works will be approximately \$150,000 and there is currently no capital funding available to cover the remaining expenses for the shade structure or the replacement of the playground; and

WHEREAS, the GFL Stoney Creek Compensation Royalties Reserve #117036 supports community investment within the boundaries of the former City of Stoney Creek, and its intent aligns with the works associated with the playground replacement.

THEREFORE, BE IT RESOLVED:

- (a) That the replacement of the playground and the sun shelter be added to the 2025 scope of work for Lake Pointe Park Multi-Use Court (Project ID# 4402456135) in order to minimize impacts to the park, reduce the impact on staff resourcing, and ensure the park assets are looked at with a holistic approach;

- (b) That the replacement of the playground at Lake Pointe Park, 60 Westhampton Way, Stoney Creek, be funded from the GFL Stoney Creek Compensation Royalties Reserve #117036 at an upset limit, including contingency, not to exceed \$250,000, be approved;
- (c) That the replacement of the sun shelter at Lake Pointe Park, 60 Westhampton Way, Stoney Creek, receive additional funding from the Ward 10 Non-Property Tax Revenue Account #3301609610 at an upset limit, not to exceed \$100,000 to bridge any funding gap between the insurance proceeds and project costs, be approved; and
- (d) That the General Manager, Public Works or designate be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor.

**4. Inch Park Inclusive Play Space, 400 Queensdale Avenue East, Hamilton (Ward 7) (Item 12.2)**

WHEREAS, Inch Park is a community park that is 4.7 hectares in size and is located within the Inch Park neighbourhood at 400 Queensdale Avenue East, Hamilton;

WHEREAS, the existing amenities at Inch Park, 400 Queensdale Avenue East, Hamilton, include an indoor ice-skating arena with public washrooms, a fenced (pay-for-use) outdoor wading pool with beach entry and indoor changing rooms, two parking lots, two tennis courts, six ball diamonds, a batting cage, two sun shelter structures, paved pathways, and a playground;

WHEREAS, the Hamilton Challenger Baseball Association (HCBA) hosts junior and senior sports programs and social activities at Inch Park, 400 Queensdale Avenue East, Hamilton, for players with special needs, and their families and friends;

WHEREAS, the City of Hamilton has a history of investing in accessible amenities at Inch Park, 400 Queensdale Avenue East, Hamilton, with the aim of making the park inclusive for all users, with a focus on the needs of the Hamilton Challenger Baseball Association (HCBA) members;

WHEREAS, the existing playground within Inch Park, 400 Queensdale Avenue East, Hamilton, is at the end of its service life and needs to be replaced;

WHEREAS, in 2023 Landscape Architectural Services completed public and stakeholder engagement to produce a design for the new playground at Inch Park, 400 Queensdale Avenue East, Hamilton, that is “Radically Inclusive” (physically, socially and emotionally inviting for all) and a “Park Within a Park”; a carefully designed, high-quality play space with a focus on accessible amenities that will be a recreational destination both for local Inch Park residents and those travelling from farther afield in search of a fun, inclusive play experience;

WHEREAS, this “Radically Inclusive” play space will be unique in Hamilton and will be an asset to residents City-wide;

WHEREAS, the construction of the inclusive play space is planned for 2025 and is estimated to cost \$2,500,000;

WHEREAS, through the 2024 capital budget process, the Ward 7 Councillor contributed \$1,000,000 from the Ward 7 Capital Re-Investment Reserve (#108057) to support this inclusive play space project and an additional \$427,000 was allocated to the project from Development Charge reserves; and

WHEREAS, the Hamilton Challenger Baseball Association (HCBA) is a registered Canadian Charity that is actively fundraising and applying for grant funding to contribute money to the inclusive play space project.

THEREFORE, BE IT RESOLVED:

- (a) That the Inch Park inclusive play space project (PID No. 4402256113) receive an additional \$1,000,000 in funding from the Ward 7 Capital Re-Investment Reserve (#108057) in 2024 to support the development of an inclusive play space in Hamilton;
- (b) That any future fundraising efforts in support of this project will be used to offset the Ward 7 Capital Re-Investment Reserve Funding allotment and returned to the Ward 7 Capital Re-Investment Reserve (#108057); and
- (c) That the General Manager, Public Works or designate be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor.

**5. Keith Neighbourhood Collision Review and Complete Streets Enhancements (Ward 3) (Added Item 12.3)**

WHEREAS, the City of Hamilton Vision Zero Action Plan 2019-2025 identifies that no loss of life is acceptable, and that traffic fatalities and injuries are preventable;

WHEREAS, ensuring the safety of vulnerable road users is a priority;

WHEREAS, on September 10, 2024 an 11-year old who was waiting for a school bus on Emerald Street North was struck by a driver and suffered life-altering injuries;

WHEREAS Hamilton Police Services are actively investigating the traffic collision;

WHEREAS, the Transportation Division has conducted a Complete Streets Study for Ward 3 that includes proposed recommendations for the Keith Neighbourhood; and

WHEREAS, Ward 3 residents in the Keith Neighbourhood have and continue to express traffic safety concerns.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division with the assistance of Hamilton Police Services and the Hamilton Strategic Road Safety Committee, whose membership includes the Public School Boards, Emergency Services and Public Health, collectively review the conditions of the collision and report back to the Ward 3 Office with any recommendations based on the findings; and
- (b) That the Transportation Division implement the proposed recommendations in the Ward 3 Complete Streets Study for the Keith Neighbourhood, as well as action the findings and recommendations from the collision review as a priority.

**6. Transit Maintenance & Storage Facility - Policy 11 Contract Administration Fee Increase – Arcadis Professional Services (Canada) Inc. (PW19006(b)) (City Wide) (Item 15.1)**

That Report (PW19006(b)), respecting Transit Maintenance & Storage Facility - Policy 11 Contract Administration Fee Increase – Arcadis Professional Services (Canada) Inc., be received and remain confidential.

**FOR INFORMATION:**

**(a) CEREMONIAL ACTIVITIES (Item 1)**

**(i) Hamilton Street Railway (HSR) Open House and Behind-the-Wheel VIP Tour (Item 1.1)**

Chair Spadafora announced that Hamilton Street Railway (HSR) is celebrating a milestone anniversary this year: 150 years of service to the people of Hamilton. They are hosting an Open House and Behind-the-wheel VIP tour on Saturday, September 21, 2024, at the Mountain Transit Centre at 2200 Upper James.

**(b) APPROVAL OF AGENDA (Item 2)**

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

**1. CEREMONIAL ACTIVITIES**

1.1 Hamilton Street Railway (HSR) Open House and Behind-the-Wheel VIP Tour

**6. DELEGATION REQUESTS**

6.1 John Galer, Rockton Lions Club, respecting a permit to construct a path around the Beverly Community Centre (In Person) (For a future meeting)

**8. STAFF PRESENTATIONS**

8.1 Transit Maintenance & Storage Facility Project Update (PW19006(b))

**13. NOTICES OF MOTION**

13.1 Keith Neighbourhood Collision Review and Complete Streets Enhancements (Ward 3)

(A request to waive the rules will be introduced)

The Agenda for the September 16, 2024, Public Works Committee meeting was approved, as amended.

**(c) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(d) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

**(i) September 3, 2024 (Item 4.1)**

The Minutes of the September 3, 2024, meeting of the Public Works Committee were approved, as presented.

**(e) DELEGATION REQUESTS (Item 6)**

**(i) John Galer, Rockton Lions Club, respecting a permit to construct a path around the Beverly Community Centre (In Person) (For a future meeting)**

The Delegation Request from John Galer, Rockton Lions Club, respecting a permit to construct a path around the Beverly Community Centre, was approved for a future meeting.

**(f) STAFF PRESENTATIONS (Item 8)**

**(i) Accessible Transportation Services Eligibility Appeal Policy (PW24051) (City Wide) (Item 8.1)**

Maureen Cosyn Heath, Director of Transit, addressed Committee respecting Accessible Transportation Services Eligibility Appeal Policy (PW24051) (City Wide), with the aid of a PowerPoint presentation.

The presentation respecting Accessible Transportation Services Eligibility Appeal Policy (PW24051) (City Wide), was received.

For further disposition of this matter refer to Item 1.

**(ii) Transit Maintenance & Storage Facility Project Update (PW19006(b)) (Item 8.2)**

Maureen Cosyn Heath, Director of Transit, addressed Committee respecting Transit Maintenance & Storage Facility Project Update (PW19006(b)), with the aid of a PowerPoint presentation.

The presentation from Maureen Cosyn Heath, Director of Transit, respecting Transit Maintenance & Storage Facility Project Update (PW19006(b)), was received.

For further disposition of this matter, refer to Item 6.

**(g) NOTICES OF MOTION (Item 13)**

**(i) Keith Neighbourhood Collision Review and Complete Streets Enhancements (Ward 3) (Added Item 13.1)**

The Rules of Order were waived to allow for the introduction of a Motion respecting Keith Neighbourhood Collision Review and Complete Streets Enhancements (Ward 3).

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

Councillor Tadeson introduced the following Notice of Motion:

**(ii) Rural Broadband (Added Item 13.2)**

WHEREAS, reliable, high-speed internet access is essential for economic growth, educational opportunities, healthcare, and the overall well-being of residents in both urban and rural areas;

WHEREAS, the COVID-19 pandemic has highlighted the growing need for equitable access to high-speed internet for remote work, online education, telehealth, digital business operations and agriculture technologies;

WHEREAS, expanding broadband infrastructure is aligned with the City of Hamilton's long-term strategy for fostering economic development, enhancing quality of life, and ensuring that all residents benefit from connected communities' initiatives and digital transformation;

WHEREAS access to reliable internet service is critical to attracting new businesses, supporting innovation, and providing modern services in rural areas, contributing to sustainable economic development and workforce training opportunities;

WHEREAS improved broadband access in rural areas will support remote learning and work opportunities, increasing educational access and workforce flexibility for rural residents;



WHEREAS increasing broadband connectivity in the rural areas will enable the municipality to enhance digital public services, including emergency response, public health, and local government communications;

WHEREAS expanded broadband infrastructure will improve the efficiency and safety of rural roads by supporting smart transportation systems and providing internet-based GPS tools for drivers;

WHEREAS, the federal and provincial governments have recognized the importance of rural broadband expansion and have established programs, such as the Universal Broadband Fund and Ontario's Accelerated High-Speed Internet Program (AHSIP), which provide funding and support for local initiatives, offer cost-sharing partnerships with municipalities and internet service providers to close the digital divide and achieve the federal Basic Service Objective (BSO) of 50 Mbps download and 10 Mbps upload speeds, making large-scale broadband and projects feasible and affordable;

WHEREAS, over 75% of the City of Hamilton is considered "rural" and many of these rural communities, including areas such as Flamborough, Glanbrook, Ancaster, Stoney Creek, and other rural zones, continue to face significant challenges in accessing reliable and affordable broadband services, are currently not serviced by fibre broadband infrastructure, creating a significant digital divide between urban and rural residents;

WHEREAS, the City of Hamilton's Rural Broadband Study, conducted by the University of Guelph in 2021, demonstrated that the median download internet speed for rural Hamilton to be 7 Mbps vs 49 Mbps for urban Hamilton, the median upload speed for rural Hamilton to be 1 Mbps vs 10 Mbps for urban Hamilton and median latency to be 33 ms for rural Hamilton vs 15 ms for urban Hamilton; only 9.4% of rural respondents achieved the federal BSO, compared to 40.57% in urban areas; 42.31% of rural respondents reported data caps compared to only 7.76% in urban areas; 0.6% of rural residents had access to fibre broadband connection vs 13.6% in rural areas; and 96% of farms and 84% of home-based businesses in rural areas were below the BSO, negatively impacting business opportunities;

WHEREAS, the City of Hamilton has actively supported via letter of reference any applications for funding programs when requested and has previously developed an innovative permitting approval process, funded by the Internet Service Provider;

WHEREAS, the City of Hamilton Engineering Services staff have a track record of issuing permits within ten business days from receipt of a complete and compliant application for fibre installation; and

WHEREAS the City of Hamilton Digital & Innovation Office staff has interviewed several rural Internet Service Providers, done an environmental scan of various installation techniques allowed in various municipalities, identified areas of opportunities for consideration including plough in fibre method of installation and shared the findings with relevant internal stakeholders.

THEREFORE, BE IT RESOLVED:

- (a) That the Council of the City of Hamilton supports the establishment of partnerships with local internet service providers and regional stakeholders to plan, fund, and implement high-speed broadband expansion along rural roads and underserved areas;
- (b) That Council commits to working with relevant provincial and federal authorities to ensure that rural broadband expansion remains a priority for the long-term growth and prosperity of the City of Hamilton and advocate for continued and increased funding to support broadband infrastructure development in rural communities;
- (c) That Council directs staff to work with Internet Service Provider(s) to seek a rural broadband expansion plan, including identification of candidate rural roads in Hamilton where alternative installation techniques, such as plough-in (considering both Roadside and Property line), may be implemented for faster broadband deployment, taking into consideration costs vs risks vs benefits;
- (d) That the identification and investigation work to be led by Engineering Services and includes Transportation Services, Hamilton Water, and Internet Service Provider(s) and includes consultation with any other relevant City departments;
- (e) That Council directs Engineering Services staff to report back within 4 months on the progress of the rural broadband expansion plan, risks and mitigation plan, possible partnerships, costs and any potential funding sources if available and timelines for implementation; and

- (f) That Council directs Engineering Services staff to continue actioning upon the rural broadband expansion plan in consultation with other departments and Internet Service Provider on a regular basis and report back to Council every 6 months until the completion of the program.

**(h) PRIVATE AND CONFIDENTIAL (Item 15)**

Committee moved into Closed Session Pursuant to Section 9.3, Sub-section (k) of the City's Procedural By-law 21-021, and Section 239(2), Sub-section (k) of the Municipal Act, 2001, as amended, as the subject matter pertains to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the City or a local board.

**(i) Transit Maintenance & Storage Facility - Policy 11 Contract Administration Fee Increase – Arcadis Professional Services (Canada) Inc. (PW19006(b)) (City Wide)**

For disposition of this matter, refer to Item 6.

**(i) ADJOURNMENT (Item 16)**

There being no further business, the Public Works Committee meeting adjourned at 2:53 p.m.

Respectfully submitted,

Councillor M. Spadafora, Chair,  
Public Works Committee

Carrie McIntosh  
Legislative Coordinator  
Office of the City Clerk



**PLANNING COMMITTEE  
REPORT  
24-013**

**September 17, 2024**

**9:30 a.m.**

**Council Chambers (Hybrid), Hamilton City Hall  
71 Main Street West**

**Present:** Councillor C. Cassar (Chair)  
Councillor M. Wilson (1<sup>st</sup> Vice Chair)  
Councillor T. Hwang (2nd Vice Chair)  
Councillors J. Beattie, J.P. Danko, M. Francis, C. Kroetsch,  
T. McMeekin, M. Tadeson, A. Wilson, E. Pauls

**Absent with Regrets:** Councillor N. Nann – Personal

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**THE PLANNING COMMITTEE PRESENTS REPORT 24-013 AND RESPECTFULLY RECOMMENDS:**

**1. Active Official Plan Amendment, Zoning By-law Amendment, and Plan of Subdivision Applications (PED24158) (City Wide) (Item 9.1)**

That Report PED24158 respecting Active Official Plan Amendment, Zoning By-law Amendment, and Plan of Subdivision Applications, be received.

**2. Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 1600 Upper James Street, Hamilton (PED24159) (Ward 8) (Item 10.1)**

- (a) That Amended Official Plan Amendment application UHOPA-24-004, submitted by A.J. Clarke & Associates Ltd. (c/o Ryan Ferrari), on behalf of LJM Developments (Upper James), Owner, to establish a Site Specific Policy Area for the “Mixed Use – Medium Density” designation in the Urban Hamilton Official Plan to permit a maximum height of 20 storeys and establish a minimum of three affordable rental units, for lands located at 1600 Upper James Street, Hamilton as shown on Appendix “A” to attached to Report PED24159, be APPROVED on the following basis:

- (i) That the draft Official Plan Amendment, attached as Appendix “B” to Report PED24159, be adopted by City Council;
  - (ii) That the proposed Official Plan Amendment is consistent with the Provincial Policy Statement (2020) and conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019, as amended);
- (b) That Amended Zoning By-law Amendment application ZAC-24-010, submitted by A.J. Clarke & Associates Ltd. (c/o Ryan Ferrari) on behalf of LJM Developments (Upper James), Owner, for a change in zoning from the Mixed Use Medium Density (C5) Zone to a site specific Transit Oriented Corridor Mixed Use Medium Density (TOC1) Zone, to permit a 65.0 metre (20 storey) mixed use building containing 250 dwelling units, including a minimum of three affordable rental units, 438 square metres of ground floor commercial uses, and 177 parking spaces, for lands located at 1600 Upper James Street, Hamilton as shown on attached Appendix “A” to Report PED24159, be APPROVED on the following basis:
- (i) That the draft By-law, attached as Appendix “C” to Report PED24159, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
  - (ii) That the amending By-law apply the Holding Provisions of Section 36(1) of the Planning Act, R.S.O. 1990 to the subject property by including the Holding symbol ‘H’ to the proposed Transit Oriented Corridor Mixed Use Medium Density (TOC1, 912, H182) Zone:

The Holding Provision ‘H182’, is to be removed conditional on the following:

- (1) That the Owner enter into and register an External Works Agreement with the City on the title of the lands for the design and construction of any public realm improvements to the adjacent municipal right-of-way at the Owner’s cost, to the satisfaction of the Director of Planning and Chief Planner;
- (2) That the Owner enter into and register a lease agreement with the City to provide three dwelling units, including one one-bedroom unit, one two-bedroom unit, and one three-bedroom unit, in compliance with the definition of “affordable” in the Urban Hamilton Official Plan, for a period of 15 years from the date of first occupancy of the development, to the satisfaction of the Director of Planning and Chief Planner;

- (3) That the Owner submit and receive approval of an updated Wind Study completed by a licenced professional Engineer, in the Province of Ontario, to the satisfaction of the Director of Planning and Chief Planner;
  - (4) That the Owner submit and receive approval of a revised Functional Servicing Report to demonstrate that there is adequate capacity in the existing municipal infrastructure system in accordance with City standards to accommodate the proposed stormwater and wastewater flows to support this development, to the satisfaction of the Director of Development Engineering;
  - (5) That the Owner submit and receive approval of a Watermain Hydraulic Analysis Report to demonstrate that the required domestic and fire flows are available within the appropriate pressure range and that the surrounding areas are not adversely impacted, to the satisfaction of the Director of Development Engineering;
  - (6) That the Owner make satisfactory arrangements with the City's Growth Management Division and enter into and register on title of the lands, an External Works Agreement with the City for the design and construction of any required improvements to the municipal infrastructure at the Owner's cost, should it be determined that the upgrades are required to the municipal infrastructure to support this development according to the Functional Servicing Report and Watermain Hydraulic Analysis Report, to the satisfaction of the Director of Development Engineering;
- (iii) That the proposed change in zoning is consistent with the Provincial Policy Statement (2020), conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019, as amended), and complies with the Urban Hamilton Official Plan upon the adoption of the Official Plan Amendment.

**3. Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 173 and 177 Dundas Street East, Flamborough (PED24068) (Ward 15) (Deferred from the August 13th meeting) (Item 11.1)**

- (a) That Official Plan Amendment Application UHOPA-18-020, by MHBC Planning c/o Gerry Tchisler, on behalf of Hawk Ridges Home Inc., Owner, to redesignate the subject lands from "Low Density Residential 2e" to "Low Density Residential 3c" in the West Waterdown Secondary Plan and add a

Site Specific Policy to permit a density range of 27 to 53 units per hectare, for the lands located at 173 and 177 Dundas Street East, as shown on Appendix "A" attached to Report PED24068, be APPROVED on the following basis:

- (i) That the draft Official Plan Amendment, attached as Appendix "B" to Report PED24068, be adopted by City Council;
  - (ii) That the proposed Official Plan Amendment is consistent with the Provincial Policy Statement (2020), conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019, as amended) and complies with the general intent of the Urban Hamilton Official Plan and West Waterdown Secondary Plan;
- (b) That Amended Zoning By-law Amendment Application ZAC-18-045, by MHBC Planning c/o Gerry Tchisler, on behalf of Hawk Ridges Home Inc., Owner, for a change in zoning by adding lands to the Low Density Residential (R1, 898) Zone in Zoning By-law No. 05-200, to permit the development of eight, three storey townhouse dwellings and ten, two storey townhouse dwellings with frontage on a condominium road with five visitor parking spaces, for the lands located at 173 and 177 Dundas Street East, as shown on Appendix "A" attached to Report PED24068, be APPROVED on the following basis:
- (i) That the draft Zoning By-law, attached as Appendix "C" to Report PED24068, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
  - (ii) That the proposed change in zoning is consistent with the Provincial Policy Statement (2020), conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019, as amended), and will comply with the Urban Hamilton Official Plan and West Waterdown Secondary Plan upon approval of the Official Plan Amendment.

**4. New Fees – Growth Management Division (PED24157) (City Wide) (Item 11.2)**

That the By-law to amend By-law No. 12-282 Tariff of Fees, as amended by Bylaw No. 19-108, attached as Appendix "A" to Report PED24157, to provide for new fees for various applications and services administered by the Growth Management Division, be enacted by Council.

**5. Business Improvement Area Revenue Sharing Agreement and Pre-Holiday Free Parking Program (PED24167) (Wards 1, 2, 3, 4, 7, 12 and 13) (Item 11.4)**

- (a) That the 2010 Business Improvement Area Revenue Sharing Policy and Procedure be amended to incorporate a revised revenue sharing allocation which is based on a direct percentage of on-street parking meter revenues as opposed to the current method which utilizes net-surplus parking system operating revenues and Business Improvement Area levy assessment values;
- (b) That the maximum annual amount to be shared annually with the Business Improvement Areas be increased from \$167,280 to \$250,000, adjusted annually, thereafter, by a 3% inflationary increase;
- (c) That the minimum base revenue share for Business Improvement Areas be set at \$7,500 and adjusted upward based on a percentage of Business Improvement Area-specific on-street parking revenues;
- (d) That the eligible expenditures identified in the 2010 Revenue Sharing Policy and Procedure be amended to include projects that contribute to the use of non vehicle modes for Business Improvement Area travel access and/or promote a more vibrant pedestrian realm;
- (e) That the annual Pre-Holiday Free Parking Strategy, approved by Council on June 25, 2003, and amended from time to time, be converted to an optional program with any forgone revenues being funded directly by Business Improvement Areas as an eligible expense under the Revenue Sharing program starting in 2025;
- (f) That the amended Business Improvement Area Revenue Sharing Policy attached as Appendix "A" to Report PED24167 be approved;
- (g) That for the 2024 revenue share distributions, each of the City's 11 Business Improvement Areas that participate annually in the Parking Revenue Sharing Program be provided a one-time grant in 2024 that is equal to the amount they received in 2023 through the Parking Revenue Sharing Program funded from the Economic Development Initiatives Capital Project 3621708900 as detailed in Appendix "B" attached to Report PED24167.

**6. Appeal of Committee of Adjustment Decision for lands located at 14 Belvidere Avenue respecting Consent (HM/B-22:131) and Minor Variance (A-24:93) applications (LS24016) (Ward 8) (Item 15.2)**

- (a) That the directions to staff in closed session respecting Report LS24016 be approved;



- (b) That the directions to staff in closed session respecting Report LS24016 be released to the public, following approval by Council; and,
- (c) That the balance of Report LS24016 remain confidential.

**FOR INFORMATION:**

**(a) APPROVAL OF AGENDA (Item 2)**

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

**5. COMMUNICATIONS**

- 5.1 Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase (Item 11.3)

Recommendation: Be received and referred to the consideration of Item 11.3.

**6. DELEGATION REQUESTS**

- 6.1 Gerry Tchisler, MHBC Planning, respecting 173 and 177 Dundas Street East (Item 11.1) (For today's meeting)
- 6.2 Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase (Item 11.3) (For today's meeting)

**10. PUBLIC HEARINGS**

- 10.1 Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 1600 Upper James Street, Hamilton (PED24159) (Ward 8)

(b) Added Staff Presentation

**11. DISCUSSION ITEMS**

- 11.1 Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 173 and 177 Dundas Street East, Flamborough (PED24068) (Ward 15) (Deferred from the August 13th meeting)

(a) Added Staff Presentation

(b) Open House Summary of Questions and Comments

The agenda for the September 17, 2024, Planning Committee meeting was approved, as amended.

(b) **DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

(c) **APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

(i) **September 6, 2024 (Item 4.1)**

The Minutes of the September 6, 2024 meeting were approved, as presented.

(d) **COMMUNICATIONS (Item 5)**

(i) **Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase (Item 11.3) (Added Item 5.1)**

The correspondence from Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase, was received and referred to the consideration of Item 11.3.

(e) **DELEGATION REQUESTS (Item 6)**

(i) The following Delegations were approved, as follows:

(a) **Gerry Tchisler, MHBC Planning, respecting 173 and 177 Dundas Street East (Item 11.1) (For today's meeting) (Added Item 6.1)**

(b) **Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase (Item 11.3) (For today's meeting) (Added Item 6.2)**

(f) **DELEGATIONS (Item 7)**

(i) **Gerry Tchisler, MHBC Planning, respecting 173 and 177 Dundas Street East (Item 11.1) (Added Item 7.1)**

Gerry Tchisler, MHBC Planning, addressed the Committee respecting 173 and 177 Dundas Street East (Item 11.1).

The Delegation from Gerry Tchisler, MHBC Planning, respecting 173 and 177 Dundas Street East (Item 11.1), was received.

**(ii) Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase (Item 11.3) (Added Item 7.2)**

Chris Ritsma, Cycle Hamilton Board of Directors, addressed the Committee respecting Parking Penalty Increase (Item 11.3).

The Delegation from Chris Ritsma, Cycle Hamilton Board of Directors, respecting Parking Penalty Increase (Item 11.3), was received.

**(g) PUBLIC HEARINGS (Item 10)**

In accordance with the *Planning Act*, Chair C. Cassar advised those viewing the meeting that the public had been advised of how to pre-register to be a delegate at the Public Meetings on today's agenda.

If a person, public body or registered owner of land would otherwise have an ability to appeal the decision of Council, City of Hamilton to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of Hamilton before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person, public body or registered owner of land does not make oral submissions at a public meeting or make written submissions to the City of Hamilton before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**(i) Application for an Urban Hamilton Official Plan Amendment and Zoning By-law Amendment for Lands Located at 1600 Upper James Street (Ward 8) (Item 10.1)**

**(a)** Mark Michniak, Senior Planner, addressed the Committee with the aid of a PowerPoint presentation.

The staff presentation was received.

**(b)** Ryan Ferrari with A.J. Clarke & Associates Ltd. was in attendance and indicated support for the staff report.

The presentation from Ryan Ferrari with A.J. Clarke & Associates, was received.

Chair Cassar called three times for public delegations and the following persons came forward:

- (1) Lynda Petch – Opposed to the development
- (2) David Falletta, Bousfields Inc. – Concerns with development

- (c) (1) The following public submissions regarding this matter were received and considered by the Committee:
  - (a) Written Submissions (Item 10.1(a)):
    - (i) Jodi Campovari – Opposed to the development
  - (b) Delegations (Added Item 10.1(b)):
    - (i) Lynda Petch – Opposed to the development
    - (ii) David Falletta, Bousfields Inc. – Concerns with the development
- (2) The public meeting was closed.

For disposition of this matter, refer to Item 2.

**(h) DISCUSSION ITEMS (Item 11)**

- (i) **Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 173 and 177 Dundas Street East, Flamborough (PED24068) (Ward 15) (Deferred from the August 13th meeting) (Item 11.1)**

The staff presentation was not heard.

The Open House Summary of Questions and Comments (Added Item 11.1 (b)), were received.

For disposition of this matter, refer to Item 3.

- (ii) **Parking Penalty Increases (PED24139) (City Wide) (Item 11.3)**

That the amending by-law to Administrative Penalty System By-law 17-225 (APS) which outlines increases to certain parking penalties attached as Appendix “A” to Report PED24139 and prepared in a form satisfactory to the City Solicitor be approved.

Report PED24139 respecting Parking Penalty Increase, was DEFERRED to the October 1, 2024 Planning Committee meeting.

- (iv) **Business Improvement Area Revenue Sharing Agreement and Pre-Holiday Free Parking Program (PED24167) (Wards 1, 2, 3, 4, 7, 12 and 13) (Item 11.4)**
- (a) That the 2010 Business Improvement Area Revenue Sharing Policy and Procedure be amended to incorporate a revised revenue sharing allocation which is based on a direct percentage of on-street parking meter revenues as opposed to the current method which utilizes net-surplus parking system operating revenues and Business Improvement Area levy assessment values;
  - (b) That the maximum annual amount to be shared annually with the Business Improvement Areas be increased from \$167,280 to \$250,000, adjusted annually, thereafter, by a 3% inflationary increase;
  - (c) That the minimum base revenue share for Business Improvement Areas be set at \$7,500 and adjusted upward based on a percentage of Business Improvement Area-specific on-street parking revenues;
  - (d) That the eligible expenditures identified in the 2010 Revenue Sharing Policy and Procedure be amended to include projects that contribute to the use of non vehicle modes for Business Improvement Area travel access and/or promote a more vibrant pedestrian realm;
  - (e) That the annual Pre-Holiday Free Parking Strategy, approved by Council on June 25, 2003, and amended from time to time, be converted to an optional program with any forgone revenues being funded as an eligible expense under the Revenue Sharing program and phased in as follows:
    - (i) In 2024, two weeks of Pre-Holiday Free Parking will be funded by Hamilton Municipal Parking System with Business Improvement Areas having the option of funding an additional two-weeks;
    - (ii) Starting in 2025, Business Improvement Areas opting to provide free Pre Holiday Parking will be required to fund calculated forgone revenues through their share of Parking Revenues;
  - (f) That the amended Business Improvement Area Revenue Sharing Policy attached as Appendix "A" to Report PED24167 be approved;

- (g) That for the 2024 revenue share distributions, each of the City's 11 Business Improvement Areas that participate annually in the Parking Revenue Sharing Program be provided a one-time grant in 2024 that is equal to the amount they received in 2023 through the Parking Revenue Sharing Program funded from the Economic Development Initiatives Capital Project 3621708900 as detailed in Appendix "B" attached to Report PED24167.

Report PED24167 respecting Business Improvement Area Revenue Sharing Agreement and Pre-Holiday Free Parking Program, was **amended** by adding and deleting wording in sub-section (e), and deleting sub-sections (e) (i) and (e) (ii), as follows:

- (e) That the annual Pre-Holiday Free Parking Strategy, approved by Council on June 25, 2003, and amended from time to time, be converted to an optional program with any forgone revenues being funded **directly by Business Improvement Areas** as an eligible expense under the Revenue Sharing program **starting in 2024; and phased in as follows:**

~~(i) — In 2024, two weeks of Pre-Holiday Free Parking will be funded by Hamilton Municipal Parking System with Business Improvement Areas having the option of funding an additional two weeks;~~

~~(ii) — Starting in 2025, Business Improvement Areas opting to provide free Pre Holiday Parking will be required to fund calculated forgone revenues through their share of Parking Revenues;~~

For disposition of this matter, refer to Item 5.

(i) **GENERAL INFORMATION / OTHER BUSINESS (Item 14)**

(i) **General Manager's Update (Added Item 14.1)**

Steve Robichaud, Acting General Manager of Planning and Economic Development, advised the Committee of the upcoming Ontario Professional Planners Institute (OPPI) Annual Conference in Hamilton from September 25 – 27, 2024.

The General Manager's Update was received.

**(j) PRIVATE & CONFIDENTIAL (Item 15)**

**(i) Closed Session Minutes – September 6, 2024 (Item 15.1)**

- (a) The Closed Session Minutes dated September 6, 2024, were approved as presented; and,
- (b) The Closed Session Minutes dated September 6, 2024, are to remain confidential.

The Committee moved into Closed Session for Item 15.2 pursuant to Section 9.3, Sub-sections (e), (f) and (k) of the City's Procedural By-law 21-021, as amended; and Section 239(2), Sub-sections (e), (f) and (k) of the *Ontario Municipal Act*, 2001, as amended as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

The Committee meeting reconvened in Open Session at 12:28 p.m.

**(i) Appeal of Committee of Adjustment Decision for lands located at 14 Belvidere Avenue respecting Consent (HM/B-22:131) and Minor Variance (A-24:93) applications (LS24016) (Ward 8) (Item 15.2)**

For disposition of this matter, refer to Item 6.

**(k) ADJOURNMENT (Item 16)**

There being no further business, the Planning Committee adjourned at 12:30 p.m.

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Councillor C. Cassar, Chair  
Planning Committee

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Lisa Kelsey  
Legislative Coordinator



## GENERAL ISSUES COMMITTEE REPORT 24-015

9:30 a.m.

September 18, 2024

Council Chambers (Hybrid), City Hall, 2<sup>nd</sup> Floor  
71 Main Street West, Hamilton, Ontario

**Present:** Mayor A. Horwath  
Deputy Mayor E. Pauls (Chair)  
Councillors J. Beattie (Virtually), C. Cassar, B. Clark, J.P. Danko,  
M. Francis (Virtually), T. Hwang, T. Jackson, C. Kroetsch, T. McMeekin,  
N. Nann, M. Spadafora (Virtually), M. Tadeson, A. Wilson and M. Wilson

### THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 24-015 AND RESPECTFULLY RECOMMENDS:

1. **2024-2028 Tourism Strategy (PED24046(a)) (City Wide) (Outstanding Business List Item) (Item 8.1)**
  - (a) That the City of Hamilton “2024-2028 Draft Tourism Strategy”, attached as Appendix “A” to Report PED24077, be received;
  - (b) That staff be directed to report back to General Issues Committee with a final “2024-2028 Tourism Strategy” in November 2024; and,
  - (c) That this item be removed from the Outstanding Business List.
2. **Reducing Homelessness and Managing Encampments (HSC24027(b) / FSC24028 / PED24162) (City Wide) (Item 8.2)**
  - (i) (a) That Council approve the following 192 spaces to create temporary shelter capacity in the homeless serving system to respond to the needs of unhoused individuals, homelessness and encampments at an approximate cost of \$3,678,678 for operating, plus \$498,820 in one-time grants from October 1, 2024 – March 31, 2025 to be funded from Housing Sustainability and Investment Roadmap Reserve up to a total of \$4,177,468 with a breakdown as follows:
    - (i) 10 beds for women and gender diverse individuals subject to gender-based violence at Interval House of Hamilton, 6 of which are to be pet friendly \$79,200;

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- (ii) 45 beds at the Asylum Seekers Assistance Program for all genders provided by Wesley \$761,972 and \$178,500 to Refuge Newcomer Health for a total of \$940,472;
  - (iii) 20 beds at Wesley's Special Care Unit for all genders \$399,638;
  - (iv) 20 beds for women and gender diverse individuals provided by the YWCA \$542,320, plus grant provided to funder for capital costs of \$70,000;
  - (v) 24 beds at the Salvation Army for men and gender diverse individuals \$262,800 plus grant provided to funder for capital costs of \$80,000;
  - (vi) 15 beds at Mission Services Emma's Place for women and gender diverse individuals \$268,276;
  - (vii) 8 beds at Mission Services Men's Services for men and gender diverse individuals \$143,080; and,
  - (viii) 50 beds at Good Shepherd Cathedral for men and gender diverse individuals \$1,042,862 plus grant provided to funder for capital costs of \$348,820
- (b) That Council approve the following 192 spaces to create temporary shelter capacity in the homeless serving system to respond to the needs of the unhoused individuals, homelessness and encampments at an approximate cost of \$5,517,973 from April 1, 2025 – December 31, 2025, and approximately \$7,357,297 annually thereafter, be referred to the Housing Services Division's 2025 Tax Operating Budget Process, including 2.5% for inflation, with a breakdown as follows:
- (i) 10 beds for women and gender diverse individuals subject to gender-based violence at Interval House of Hamilton, 6 of which are to be pet friendly \$118,800 (\$158,400 annualized);
  - (ii) 45 additional beds at the Asylum Seekers Assistance Program for all genders provided by Wesley \$1,142,958 (\$1,523,944 annualized) and \$267,750 (\$357,000 annualized) to Refuge Newcomer Health for a total of \$1,880,944;
  - (iii) 20 beds at Wesley's Special Care Unit for all genders \$599,457, (\$799,276 annualized);
  - (iv) 20 beds for women and gender diverse individuals provided by the YWCA \$813,483, (\$1,084,644 annualized);
  - (v) 24 beds at the Salvation Army for men and gender diverse individuals \$394,200, (\$525,600 annualized);
  - (vi) 15 beds at Mission Services Emma's Place for women and gender diverse individuals \$402,413, (\$536,550 annualized);
  - (vii) 8 beds at Mission Services Men's Services for men and gender diverse individuals \$214,620, (\$286,160 annualized); and,
  - (viii) 50 beds at Good Shepherd Cathedral for men and gender diverse individuals \$1,564,292, (\$2,085,723 annualized)

- (ii) (c) That Council approve the provision of Temporary Outdoor Shelters prioritizing (but not limited to) couples and individuals with pets, at an approximate cost of \$7M, with a breakdown as follows:
  - (i) That the operation of the site for 80 temporary outdoor shelter beds from December 1 to December 31, 2024, at an estimated cost of \$241,353 be funded from the Housing Sustainability and Investment Roadmap Reserve;
  - (ii) That operation of the site for 80 temporary outdoor shelter beds from January 1, 2025, to March 31, 2025, with an estimated cost of \$724,060 be funded from the Housing Sustainability and Investment Roadmap Reserve;
  - (iii) That operation of the site for 80 temporary outdoor shelter beds from April 1, 2025 – December 31, 2025, at an estimated cost of \$3,234,135, and approximately \$3,958,195 annually thereafter, including an inflationary increase of 2.5% annually, be referred to the Housing Services Division’s 2025 Tax Operating Budget Process;
  - (iv) A one-time, in year cost of up to \$2.8M to be funded from the Housing Sustainability and Investment Roadmap Reserve, beginning October 1, 2024, for the development of a temporary outdoor shelter site through the execution of a single source policy, with a breakdown as follows:
    - (1) Supply and Installation of structures sufficient to provide shelter for up to 80 individuals, inclusive of couples.
    - (2) Supply and Installation of a common building that will serve as a gathering space and offices for on-site staff.
    - (3) Supply of food, washrooms, showers and laundry amenities.
    - (4) Site Preparation and Servicing (including grading, electrical infrastructure, and fencing), and
    - (5) Connections to any necessary infrastructure required for operation.
  - (v) That the General Manager, Healthy and Safe Communities be authorized to single source contracts with the temporary outdoor shelter operator, the provider of the structures, support services and any site work to prepare the site for the use;
  - (vi) That no encampments be permitted within 1 km of the site to prevent further concentration of encampments near to this fully supported site; and
  - (vii) That Bayfront Park, Pier 4 Park and Central Park be removed as permitted encampment locations under the encampment protocol.
- (iii) (d) That Council approve 7 permanent FTE to undertake the work to support the development of the new temporary shelter beds, operation and support of the temporary outdoor shelter and the

continued temporary programming initiatives, including 4 Emergency Shelter Case Managers, 1 Housing Support Worker, 1 Housing Services Case Aid, and One Senior Project Manager, for an approximate annualized cost of \$800,000, to be broken out as follows:

- (i) That the 7 FTE be funded from Housing Sustainability and Investment Roadmap Reserve up to a total of \$200,000 between October 1, 2024, and December 31, 2024.
  - (ii) That the 7 FTE be funded from Housing Sustainability and Investment Roadmap Reserve up to a total of \$200,000 between January 1, 2025, and March 31, 2025.
  - (iii) That the 7 FTE be included in the Housing Services Division's 2025 Tax Operating Budget, at approximately \$600,000 for April 1, 2025, to December 31, 2025, and \$800,000 annually thereafter.
- (iv) (e) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to negotiate, enter into, execute and administer any and all contracts, agreements and other documents necessary to implement recommendations (a) through (c) on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor.
- (v) That Report HSC24027(b) / FSC24028 / PED24162, Reducing Homelessness and Managing Encampments, be further amended, by adding an additional sub-section (f), as follows:
- (f) That City staff be directed to report back in Q1 2025 on potential changes to the current Encampment Protocol related to the implementation of the City's investment in temporary and permanent shelter spaces, which will enable the City to enforce its Parks and Streets By-law and sunset the current Encampment Protocol to ensure that the City is in compliance with the Charter and current case law.

**3. Chedoke Creek Order - Remediation Update (PW19008(w)) (City Wide) (Item 9.1)**

That Report PW19008(w), respecting the Chedoke Creek Order - Remediation Update, be received.

- 4. Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15) (Item 10.1)**
- (a) That the General Manager of Healthy and Safe Communities be delegated the authority to provide Service Manager consent under the Housing Services Act, 2011 to Victoria Park Community Homes Inc. to mortgage the properties municipally known as:
- (i) 1049 Rymal Road
  - (ii) 525 Stonechurch Road
  - (iii) 80 Gilcrest Drive
  - (iv) 831 Queenston Road
  - (v) 1 Hamilton Street S.
- (b) That the General Manager of Healthy and Safe Communities be delegated the authority to provide Service Manager consent under the Housing Services Act, 2011 to Victoria Park Community Homes Inc. to mortgage other properties owned by Victoria Park Community Homes Inc. as deemed appropriate by the GM and subject to the following conditions:
- (i) The maximum amount of the mortgage for each property shall not exceed 75% of the value of each property at the date of request and;
  - (ii) The properties must not be subject to any other mortgage/charge other than a mortgage/charge securing a grant from Canada Housing and Mortgage Corporation (CHMC) to be used for capital repairs, increasing energy efficiency, and increasing accessibility in all their current housing stock.
- (c) That the General Manager of Healthy and Safe Communities be authorized to enter and execute any ancillary agreements and documents necessary to give effect to the Service Manager consent for Victoria Park Community Homes Inc.
- 5. Delegated Authority for Municipal Aid Agreements (PW24053) (City Wide) (Item 10.2)**
- (a) That the City of Hamilton delegate authority to the General Manager, Public Works to enter into mutual aid agreements where it is operationally feasible to do so, and there is no additional labour and material cost to the City, in a form satisfactory to the City Solicitor and Risk Management, an example of which is shown in Appendix "A" PW24053;
- (b) That the City Solicitor or their delegate be authorized and directed to take all necessary steps and execute all necessary documents to complete and enter into mutual aid agreements if requested by the General Manager, Public Works; and

- (c) That the applicable Public Works Director be directed to provide, within a reasonable timeframe, a Communication Update to Council when a Mutual Aid Agreement has been authorized.

**6. Art Gallery of Hamilton Update (PED24185) (City Wide) (Outstanding Business List Item) (Item 10.4)**

- (a) That the City provide one-time funding to the Art Gallery of Hamilton, through a grant, up to the amount of \$1,210,000, to support costs associated with 2024 utility charges and facility-related costs that are contributing factors to a forecasted 2024 year-end deficit to be funded from Tax Stabilization Reserve (#10046); and
- (b) That staff be directed and authorized to enter into negotiations with the Art Gallery of Hamilton to replace the existing agreements with a new agreement that addresses caring for and preserving City assets or assets that will revert to the City, including the Collection, and ensuring the building is maintained in a state of good repair, with a report back to Council.

**7. Developing an Evaluation Framework to Identify and Evaluate Leasing Options Based on City Building Priorities (Item 11.1)**

WHEREAS, the Corporate Real Estate Office (CREO) is responsible for the management of the City of Hamilton's (City) real estate assets and portfolio;

WHEREAS, the CREO business activities include real property transactions, property valuation services, strategic and portfolio planning, and supporting clients and programs to ensure the efficient delivery of City services;

WHEREAS, the City of Hamilton is a significant landowner and tenant, owning and leasing substantial office space in the City of Hamilton;

WHEREAS, the shift to remote work and hybrid work models has altered traditional assumptions about the amount and type of office space required for service delivery, affecting the dynamics of the office market;

WHEREAS, the City of Hamilton has declared emergencies related to Homelessness, Mental Health and Opioid Addiction and is committed to finding solutions for these humanitarian crises;

WHEREAS, historically, the City of Hamilton has focused on economic considerations when leasing space for its operations;

WHEREAS, the City's leasing decisions can influence the office market related to economic activity, development standards for parking and climate change considerations, preserving heritage buildings, and guiding the timing of the development and redevelopment of adjacent lands and properties;

WHEREAS, real estate decisions enable the City to support and shape the growth of the City, reinforcing the City's commitment to intensification and reurbanization to accommodate forecasted population and employment growth within the established urban area of Hamilton; and

WHEREAS, the 2024 CREO Asset Management Plan focused on ensuring value for money in leasing of buildings, but does not require that the CREO evaluate and negotiate leases based on Council's broader city-building priorities.

THEREFORE, BE IT BE RESOLVED:

- (a) That Corporate Real Estate Office (CREO) staff be directed to develop and report back to the General Issues Committee with an evaluation framework to be utilized when identifying and evaluating leasing options, including assessment enrichment opportunities within already serviced lands, alternative work models, site locations, associated costs, and the alignment of the proposed leases with Council's adopted growth strategy and city building priorities; and
- (b) That Corporate Real Estate Office (CREO) staff be directed to include the results of the evaluation, based on this framework, in all future reports.

**8. Investigation of Possible Future Public Use for 175 Lawrence Rd (Former Hamilton Pressed Brick Company Site) (Ward 3) (Item 11.2)**

WHEREAS, the property at 175 Lawrence Road, which was the site of the Hamilton Pressed Brick Company was sold, and the current owners have approached the city about possible use of the property for public purposes including recreation, natural heritage preservation, and/or cultural;

WHEREAS, the site has limited private development potential due to a lack of fully open vehicle and pedestrian access across the active rail line from Lawrence Rd, natural features on the site and open space planning designation;

WHEREAS, the current owners commissioned a cultural heritage assessment of the site which recognized significant cultural heritage resources and followed its recommendations to retain, stabilize and maintain heritage buildings which are representative of the brick making process and Hamilton's industrial heritage for future possible heritage designation, adaptive reuse and interpretation;

WHEREAS, the site is at the base of the Niagara Escarpment adjacent to the Rail Trail and future improvements may allow for a possible pedestrian connection from Gage Park to the Rail Trail and escarpment lands;

WHEREAS, the current owners have approached staff and the Ward 3 Councillor's Office with a preliminary proposal exploring future public uses on the site inspired in part by the Don Valley Brickworks project;

WHEREAS, the current owners have expressed an interest in exploring a long term plan to transfer the property or parts of the property to the City through lease agreements, partial purchase or donation for enhanced public use.

THEREFORE, BE IT RESOLVED:

- (a) That Public Works, Planning, and Economic Development staff be directed to investigate what opportunities and constraints exist to inform future public access at 175 Lawrence Rd, including the following:
  - (i) consultation with permitting authorities including CPKC Rail and the Niagara Escarpment Commission,
  - (ii) review of the site for access, cultural heritage, natural heritage and any other related issues, and,
- (b) That staff report back to the General Issues Committee in Q3 2025 on the feasibility of accommodating public uses at 175 Lawrence, such as, but not limited to, trails, heritage interpretation, and events.

**9. Sale of Land in the City of Hamilton (PED24100) (Ward 15) (Item 14.2)**

- (a) That city property required for construction of the Highway 5 and Highway 6 interchange, identified in Confidential Appendix “A” to Report PED24100 and described in Confidential Appendix “B” to Report PED24100, be declared surplus in accordance with the City’s Real Estate Portfolio Management Strategy Plan and Sale of Land Policy By-law 13-204, and the transfer to His Majesty the King in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario, be approved;
- (b) That the consideration outlined in Confidential Appendix “B” to Report PED24100 be credited to Project ID Account No. 47702-3561850200 (Property Purchases and Sales);
- (c) That the Real Estate and Legal Administration fees of \$171,190 be funded from Project ID Account No. 59806-3561850200 and credited to Dept. ID Account No. 59806-812036 (Real Estate – Admin Recovery), and all remaining funds be transferred to Project ID 4031280294 (Highway 5 and Highway 6 Interchange Environmental Assessment and Implementation) toward the city’s share of construction and implementation costs;
- (d) That the City Solicitor be authorized and directed to complete the transaction on behalf of the city, paying any necessary expenses, including but not limited to, disbursements, Land Transfer Tax and property taxes, amending the closing, due diligence, and other dates, and amending and waiving terms and conditions on such terms as they consider reasonable;

- (e) That the City Solicitor be authorized and directed to execute all necessary documents for the Sale of Land in the City of Hamilton, in a form satisfactory to the City Solicitor; and,
- (f) That the complete Report PED24100 respecting the Sale of Land in the City of Hamilton, located in Ward 15, remain confidential until completion of the real estate transaction.

**10. Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land (PED19063(f)) (Ward 2) (Item 14.3)**

- (a) That the direction provided to staff in Closed Session respecting Report PED19063(f) be approved and remain confidential; and,
- (b) That Report PED19063(f) respecting the Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land remain confidential.

**11. Legal Opinion on Sanctioned Sites (LS24022) (City Wide) (Added Item 14.4)**

That Report LS24022, respecting Legal Opinion on Sanctioned Sites, be received and remain confidential.

**FOR INFORMATION:**

**(a) APPROVAL OF AGENDA (Item 2)**

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

**5. COMMUNICATIONS**

5.1 Correspondence respecting Encampments, from the following individuals:

- (b) Cameron Stringer
- (c) Mary Aduckiewicz
- (d) Andrew Tziatis and Petition
- (e) Barry Johnson
- (f) Brenda Wilkie
- (g) Alexandra Smith
- (h) Brian Perro
- (i) Phil Pidgeon

Recommendation: Be received and referred to consideration of Item 8.2.



5.2 Correspondence respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide), from the following individuals:

- (a) Maria V. Fortunato, Executive Director, Hamilton Halton Brant Regional Tourism Association
- (b) Greg Dunnett, President and CEO, Hamilton Chamber of Commerce
- (c) Jason Cassis, President & CEO, Equal Parts Hospitality
- (d) PJ Mercanti, CEO, Carmen's Group
- (e) Andreanna Zerafa, VP of Brand & Culture, Other Bird
- (f) Tim Potocic, Owner, Sonic Unyon Records
- (g) Jeremy Freiburger, Cobalt Connects Creativity
- (h) Darko Vranich, CEO, Vrancor Group Inc.

Recommendation: Be received and referred to consideration of Item 8.1.

## **6. DELEGATION REQUESTS**

6.1 Aileen Black, respecting the significant issue of food waste and the lack of recycling practices at Tim Hortons Field, a city-owned sports venue (In-Person) (For a future meeting) – WITHDRAWN

6.2 Delegation Requests respecting Encampments and Homelessness, for today's meeting, from the following individuals:

- (c) Andrew Selman (In-Person)
- (d) Mary Aduckiewicz (In-Person)
- (e) Barry Johnson (In-Person)
- (f) Peter Weisner (In-Person)
- (g) Gessie Stearns (In-Person)
- (h) Jan Martin (In-Person)

6.4 Delegation Request respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide), for today's meeting, from the following individual:

- (a) Greg Dunnett, Hamilton Chamber of Commerce (In-Person)

6.5 Lori-Anne Gagne, Victoria Park Community Homes Inc., respecting Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15) (In-Person) (For today's meeting)

**7. DELEGATIONS**

- 7.1 Delegation from Sarah Warry, The Bridge From Prison to Community, respecting their program and need for assistance to help house those with criminal records, mental health issues and addictions in our transitional housing program (In-Person) (Approved September 4, 2024) – WITDRAWN and moved to the October 2, 2024 General Issues Committee meeting at the request of the delegate

**8. STAFF PRESENTATIONS**

- 8.2 Reducing Homelessness and Managing Encampments (HSC24027(b) / FSC24028 / PED24162) (City Wide) - REVISED

**10. DISCUSSION ITEMS**

- 10.3 Delegated Authority to Receive Grants (PED24161) (City Wide) – WITHDRAWN

**14. PRIVATE AND CONFIDENTIAL**

- 14.4 Legal Opinion on Sanctioned Sites (LS24022) (City Wide)

**CHANGE TO THE ORDER OF THE AGENDA**

That Item 6.2(f), a delegation from Pete Weisner respecting Encampments and Homelessness, for today's meeting, once approved, be permitted to speak first (Item 7.2(a)) to accommodate his schedule.

The agenda for the September 18, 2024 General Issues Committee meeting, was approved, as amended.

**(b) DECLARATIONS OF INTEREST (Item 3)**

Councillor Hwang declared a disqualifying interest to Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15), and Item 6.5 - Delegation Request from Lori-Anne Gagne, Victoria Park Community Homes Inc., respecting Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15) (In-Person) (For today's meeting), as she is currently a tenant of Victoria Park Community Homes Inc.

Councillor Hwang declared a disqualifying interest to Item 14.3 - Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land (PED19063(f)), as her business partner may still have a business relationship with Aeon Group.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETINGS (Item 4)**

**(i) September 4, 2024 (Item 4.1)**

The minutes of the September 4, 2024 General Issues Committee, were approved, as presented.

**(d) COMMUNICATIONS (Item 5)**

Communication Items 5.1 and 5.2, were approved, as presented, as follows:

**(i) Correspondence respecting Encampments, from the following individuals (Item 5.1):**

- (a) Peter Morgan (Item 5.1(a))
- (b) Cameron Stringer (Added Item 5.1(b))
- (c) Mary Aduckiewicz (Added Item 5.1(c))
- (d) Andrew Tziatis and Petition (Added Item 5.1(d))
- (e) Barry Johnson (Added Item 5.1(e))
- (f) Brenda Wilkie (Added Item 5.1(f))
- (g) Alexandra Smith (Added Item 5.1(g))
- (h) Brian Perro (Added Item 5.1(h))
- (i) Phil Pidgeon (Added Item 5.1(i))

Recommendation: Be received and referred to consideration of Item 8.2.

**(ii) Correspondence respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide), from the following individuals (Added Item 5.2):**

- (a) Maria V. Fortunato, Executive Director, Hamilton Halton Brant Regional Tourism Association (Added Item 5.2(a))
- (b) Greg Dunnett, President and CEO, Hamilton Chamber of Commerce (Added Item 5.2(b))
- (c) Jason Cassis, President & CEO, Equal Parts Hospitality (Added Item 5.2(c))
- (d) PJ Mercanti, CEO, Carmen's Group (Added Item 5.2(d))
- (e) Andreanna Zerafa, VP of Brand & Culture, Other Bird (Added Item 5.2(e))
- (f) Tim Potocic, Owner, Sonic Unyon Records (Added Item 5.2(f))
- (g) Jeremy Freiburger, Cobalt Connects Creativity (Added Item 5.2(g))
- (h) Darko Vranich, CEO, Vrancor Group Inc. (Added Item 5.2(h))

Recommendation: Be received and referred to consideration of Item 8.1.

(e) **DELEGATION REQUESTS (Item 6)**

(i) The following Delegation Requests, were approved:

(1) **Delegation Requests respecting Encampments and Homelessness, for today's meeting, from the following individuals (Item 6.2):**

- (a) Jessica Roppelt (Virtually) (Item 6.2(a))
- (b) Barb Trebych (In-Person) (Item 6.2(b))
- (c) Andrew Selman (In-Person) (Added Item 6.2(c))
- (d) Mary Aduckiewicz (In-Person) (Added Item 6.2(d))
- (e) Barry Johnson (In-Person) (Added Item 6.2(e))
- (f) Peter Weisner (In-Person) (Added Item 6.2(f))
- (g) Gessie Stearns (In-Person) (Added Item 6.2(g))
- (h) Jan Martin (In-Person) (Added Item 6.2(h))

(2) **Lee Fairbanks, respecting a plan to adjust existing tree planting policies to align them with the City's Climate Change Emergency and Urban Tree Canopy goals (In-Person) (For a future meeting) (Item 6.3)**

(3) **Delegation Request respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide), for today's meeting, from the following individual (Added Item 6.4):**

- (a) Greg Dunnett, Hamilton Chamber of Commerce (In-Person) (Added Item 6.4(a))

(4) **Lori-Anne Gagne, Victoria Park Community Homes Inc., respecting Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15) (In-Person) (For today's meeting) (Added Item 6.5)**

(f) **DELEGATIONS (Item 7)**

(i) **Delegations respecting Encampments and Homelessness (Added Item 7.2)**

(1) The following delegates addressed the Committee respecting Encampments and Homelessness:

- (a) Peter Weisner (In-Person) (Added Item 7.2(a))

The delegate was provided with an additional 5 minutes to complete their delegation.

- (b) Andrew Selman (In-Person) (Added Item 7.2(d))
- (c) Mary Aduckiewicz (In-Person) (Added Item 7.2(e))
- (d) Barry Johnson (In-Person) (Added Item 7.2(f))
- (e) Gessie Stearns (In-Person) (Added Item 7.2(g))
- (f) Jan Martin (In-Person) (Added Item 7.2(h))

(2) The following delegates were not present when called upon:

- (a) Jessica Roppelt (Virtually) (Added Item 7.2(b))
- (b) Barb Trebych (In-Person) (Added Item 7.2(c))

(3) The following delegations respecting Encampments and Homelessness, were received:

- (a) Peter Weisner (In-Person) (Added Item 7.2(a))
- (b) Andrew Selman (In-Person) (Added Item 7.2(d))
- (c) Mary Aduckiewicz (In-Person) (Added Item 7.2(e))
- (d) Barry Johnson (In-Person) (Added Item 7.2(f))
- (e) Gessie Stearns (In-Person) (Added Item 7.2(g))
- (f) Jan Martin (In-Person) (Added Item 7.2(h))

(ii) **Delegation respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide) (Added Item 7.3)**

(1) The following delegate addressed the Committee respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide):

- (a) Greg Dunnett, Hamilton Chamber of Commerce (In-Person) (Added Item 7.3(a))

(2) The following delegation respecting Item 8.1 - 2024-2028 Tourism Strategy (PED24046(a)) (City Wide), was received:

- (a) Greg Dunnett, Hamilton Chamber of Commerce (In-Person) (Added Item 7.3(a))

(iii) **Delegation from Lori-Anne Gagne, Victoria Park Community Homes Inc., respecting Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15) (In-Person) (Added Item 7.4)**

Lori-Anne Gagne, Victoria Park Community Homes Inc., addressed the Committee respecting Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15).

The Delegation from Lori-Anne Gagne, Victoria Park Community Homes Inc., respecting Item 10.1 - Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15), was received.

**(g) STAFF PRESENTATIONS (Item 8)**

**(i) 2024-2028 Tourism Strategy (PED24046(a)) (City Wide) (Outstanding Business List Item) (Item 8.1)**

- (1) Lisa Abbott, Acting Director of Tourism and Culture; Ryan McHugh, Manager, Tourism and Events, and Hildegard Snelgrove, Business Development Consultant – Tourism, addressed the Committee with a presentation respecting Report PED24046(a), 2024-2028 Tourism Strategy.

The staff presentation respecting Report PED24046(a), 2024-2028 Tourism Strategy, was received.

For further disposition of this matter, refer to Item 1.

**(ii) Recess**

The General Issues Committee recessed for 30 minutes until 1:30 p.m.

The General Issues Committee Meeting reconvened at 1:32 p.m.

**(iii) Reducing Homelessness and Managing Encampments (HSC24027(b) / FSC24028 / PED24162) (City Wide) (Item 8.2)**

- (1) Marnie Cluckie, City Manager, and Grace Mater, General Manager, Healthy and Safe Communities, provided some opening remarks and introduced Al Fletcher, Acting Director, Housing Services Division who addressed the Committee with a presentation respecting Report HSC24027(b) / FSC24028 / PED24162, Reducing Homelessness and Managing Encampments.

The staff presentation respecting Report HSC24027(b) / FSC24028 / PED24162, Reducing Homelessness and Managing Encampments, was received.

- (2) (a) That consideration of Report HSC24027(b) / FSC24028 / PED24162, Reducing Homelessness and Managing Encampments, be DEFERRED until after Closed Session; and,
- (b) That Report LS24022, Legal Opinion on Sanctioned Sites (Item 14.4) be moved up the agenda to be considered in Closed Session at this time.

**(h) PRIVATE AND CONFIDENTIAL (Item 14)**

- (i) That Committee move into Closed Session for Item 14.4 pursuant to Section 9.3, Sub-sections (e) and (f) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (e) and (f) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the City or a local board; and the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

The General Issues Committee meeting reconvened in Open Session at 4:22 p.m.

**(ii) Legal Opinion on Sanctioned Sites (LS24022) (City Wide) (Added Item 14.4)**

For disposition of this matter, refer to Item 11.

**(i) STAFF PRESENTATIONS (Item 8) (Continued)**

**(i) Reducing Homelessness and Managing Encampments (HSC24027(b) / FSC24028 / PED24162) (City Wide) (Item 8.2)**

The Report was put on the floor as follows:

- (1)** (a) That Council approve the following 192 spaces to create temporary shelter capacity in the homeless serving system to respond to the needs of unhoused individuals, homelessness and encampments at an approximate cost of \$3,678,678 for operating, plus \$498,820 in one-time grants from October 1, 2024 – March 31, 2025 to be funded from Housing Sustainability and Investment Roadmap Reserve up to a total of \$4,177,468 with a breakdown as follows:
- (i) 10 beds for women and gender diverse individuals subject to gender-based violence at Interval House of Hamilton, 6 of which are to be pet friendly \$79,200;
  - (ii) 45 beds at the Asylum Seekers Assistance Program for all genders provided by Wesley \$761,972 and \$178,500 to Refuge Newcomer Health for a total of \$940,472;
  - (iii) 20 beds at Wesley's Special Care Unit for all genders \$399,638;
  - (iv) 20 beds for women and gender diverse individuals provided by the YWCA \$542,320, plus grant provided to funder for capital costs of \$70,000;

- (v) 24 beds at the Salvation Army for men and gender diverse individuals \$262,800 plus grant provided to funder for capital costs of \$80,000;
  - (vi) 15 beds at Mission Services Emma's Place for women and gender diverse individuals \$268,276;
  - (vii) 8 beds at Mission Services Men's Services for men and gender diverse individuals \$143,080; and,
  - (viii) 50 beds at Good Shepherd Cathedral for men and gender diverse individuals \$1,042,862 plus grant provided to funder for capital costs of \$348,820
- (b) That Council approve the following 192 spaces to create temporary shelter capacity in the homeless serving system to respond to the needs of the unhoused individuals, homelessness and encampments at an approximate cost of \$5,517,973 from April 1, 2025 – December 31, 2025, and approximately \$7,357,297 annually thereafter, be referred to the Housing Services Division's 2025 Tax Operating Budget Process, including 2.5% for inflation, with a breakdown as follows:
- (i) 10 beds for women and gender diverse individuals subject to gender-based violence at Interval House of Hamilton, 6 of which are to be pet friendly \$118,800 (\$158,400 annualized);
  - (ii) 45 additional beds at the Asylum Seekers Assistance Program for all genders provided by Wesley \$1,142,958 (\$1,523,944 annualized) and \$267,750 (\$357,000 annualized) to Refuge Newcomer Health for a total of \$1,880,944;
  - (iii) 20 beds at Wesley's Special Care Unit for all genders \$599,457, (\$799,276 annualized);
  - (iv) 20 beds for women and gender diverse individuals provided by the YWCA \$813,483, (\$1,084,644 annualized);
  - (v) 24 beds at the Salvation Army for men and gender diverse individuals \$394,200, (\$525,600 annualized);
  - (vi) 15 beds at Mission Services Emma's Place for women and gender diverse individuals \$402,413, (\$536,550 annualized);
  - (vii) 8 beds at Mission Services Men's Services for men and gender diverse individuals \$214,620, (\$286,160 annualized); and,
  - (viii) 50 beds at Good Shepherd Cathedral for men and gender diverse individuals \$1,564,292, (\$2,085,723 annualized)



- (c) That Council approve the provision of Temporary Outdoor Shelters prioritizing (but not limited to) couples and individuals with pets, at an approximate cost of \$7M, with a breakdown as follows:
- (i) That the operation of the site for 80 temporary outdoor shelter beds from December 1 to December 31, 2024, at an estimated cost of \$241,353 be funded from the Housing Sustainability and Investment Roadmap Reserve;
  - (ii) That operation of the site for 80 temporary outdoor shelter beds from January 1, 2025, to March 31, 2025, with an estimated cost of \$724,060 be funded from the Housing Sustainability and Investment Roadmap Reserve;
  - (iii) That operation of the site for 80 temporary outdoor shelter beds from April 1, 2025 – December 31, 2025, at an estimated cost of \$3,234,135, and approximately \$3,958,195 annually thereafter, including an inflationary increase of 2.5% annually, be referred to the Housing Services Division's 2025 Tax Operating Budget Process;
  - (iv) A one-time, in year cost of up to \$2.8M to be funded from the Housing Sustainability and Investment Roadmap Reserve, beginning October 1, 2024, for the development of a temporary outdoor shelter site through the execution of a single source policy, with a breakdown as follows:
    - (1) Supply and Installation of structures sufficient to provide shelter for up to 80 individuals, inclusive of couples.
    - (2) Supply and Installation of a common building that will serve as a gathering space and offices for on-site staff.
    - (3) Supply of food, washrooms, showers and laundry amenities.
    - (4) Site Preparation and Servicing (including grading, electrical infrastructure, and fencing), and
    - (5) Connections to any necessary infrastructure required for operation.
  - (v) That the General Manager, Healthy and Safe Communities be authorized to single source contracts with the temporary outdoor shelter operator, the provider of the structures, support services and any site work to prepare the site for the use;
- (d) That Council approve 7 permanent FTE to undertake the work to support the development of the new temporary shelter beds, operation and support of the temporary outdoor shelter and the continued temporary programming initiatives, including 4 Emergency Shelter Case Managers, 1 Housing Support

Worker, 1 Housing Services Case Aid, and One Senior Project Manager, for an approximate annualized cost of \$800,000, to be broken out as follows:

- (i) That the 7 FTE be funded from Housing Sustainability and Investment Roadmap Reserve up to a total of \$200,000 between October 1, 2024, and December 31, 2024.
  - (ii) That the 7 FTE be funded from Housing Sustainability and Investment Roadmap Reserve up to a total of \$200,000 between January 1, 2025, and March 31, 2025.
  - (iii) That the 7 FTE be included in the Housing Services Division's 2025 Tax Operating Budget, at approximately \$600,000 for April 1, 2025, to December 31, 2025, and \$800,000 annually thereafter.
- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to negotiate, enter into, execute and administer any and all contracts, agreements and other documents necessary to implement recommendations (a) through (c) on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor.

**(2) Extend Curfew**

The General Issues Committee meeting of September 18, 2024 was extended past the 5:30 pm curfew, up to an additional 2 hours.

**(3) That Report HSC24027(b) / FSC24028 / PED24162, Reducing Homelessness and Managing Encampments, *be amended*, by adding (vi) and (vii) to Sub-Section (c), as follows:**

- (c) That Council approve the provision of Temporary Outdoor Shelters prioritizing (but not limited to) couples and individuals with pets, at an approximate cost of \$7M, with a breakdown as follows:
- (vi) *That no encampments be permitted within 1 km of the site to prevent further concentration of encampments near to this fully supported site; and,***
  - (vii) *That Bayfront Park, Pier 4 Park and Central Park be removed as permitted encampment locations under the encampment protocol.***

Item 8.2 (c), **as amended**, was voted on separately. For disposition of Item 8.2 (c), **as amended**, refer to Item 2(ii).

Item 8.2 (a) and (b), were voted on separately. For disposition of Item 8.2 (a) and (b), refer to Item 2(i).

Item 8.2 (d) was voted on separately. For disposition of Item 8,2 (d), refer to Item 2(iii).

Item 8.2 (e) was voted on separately. For disposition of Item 8.2 (e), refer to Item 2(iv).

**(j) DISCUSSION ITEMS (Item 10)**

**(i) Service Manager Consent for Victoria Park Community Homes Inc. (HSC24035) (Wards 5,6,7,14 and 15) (Item 10.1)**

The Report was put on the floor as follows:

**(1)** (a) That the General Manager of Healthy and Safe Communities be delegated the authority to provide Service Manager consent under the Housing Services Act, 2011 to Victoria Park Community Homes Inc. to mortgage the properties municipally known as:

- (i) 1049 Rymal Road
- (ii) 525 Stonechurch Road
- (iii) 80 Gilcrest Drive
- (iv) 831 Queenston Road
- (v) 1 Hamilton Street S.

(b) That the General Manager of Healthy and Safe Communities be delegated the authority to provide Service Manager consent under the Housing Services Act, 2011 to Victoria Park Community Homes Inc. to mortgage other properties owned by Victoria Park Community Homes Inc. as deemed appropriate by the GM and subject to the following conditions:

- (i) The maximum amount of the mortgage for each property shall not exceed 40% of the value of each property at the date of request and;
- (ii) The properties must not be subject to any other mortgage/charge other than a mortgage/charge securing a grant from Canada Housing and Mortgage Corporation (CHMC) to be used for capital repairs, increasing energy efficiency, and increasing accessibility in all their current housing stock.

- (c) That the General Manager of Healthy and Safe Communities be authorized to enter and execute any ancillary agreements and documents necessary to give effect to the Service Manager consent for Victoria Park Community Homes Inc.
- (2) That Sub-Section (b)(i) to Report HSC24035, Service Manager Consent for Victoria Park Community Homes Inc., **be amended**, by replacing **40%** with **75%**, as follows:
  - (b) That the General Manager of Healthy and Safe Communities be delegated the authority to provide Service Manager consent under the Housing Services Act, 2011 to Victoria Park Community Homes Inc. to mortgage other properties owned by Victoria Park Community Homes Inc. as deemed appropriate by the GM and subject to the following conditions:
    - (i) The maximum amount of the mortgage for each property shall not exceed **75% 40%** of the value of each property at the date of request and;

For disposition of this matter, refer to Item 4.

**(k) GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

**(i) Extend Curfew**

The General Issues Committee meeting of September 18, 2024 was extended past the 7:30 pm extended curfew, up to an additional 1 hours.

**(ii) Amendments to the Outstanding Business List (Added Item 13.1):**

The Amendments to the Outstanding Business List, were approved, as follows:

**(a) Items Considered Complete and Needing to be Removed (Added Item 13.1(a)):**

Downtown Entertainment District Annual Status Update 2024 (PED24089) (Ward 2)  
Added: August 12, 2024 at GIC (Item 9.3)  
Completed: September 4, 2024 at GIC (Item 10.4)  
OBL Item: GIC-08/12/24-9.3

Ontario Ministry of Transportation (MTO) to Upload the Red Hill Valley Parkway and Lincoln M. Alexander Parkway to Own, Operate and Maintenance as a Provincial Highway (Ward 1)  
Added: December 13, 2023 at Council (Item 7.14(c))  
Completed: April 3, 2024 at GIC (Item 14.4)

**(l) PRIVATE & CONFIDENTIAL (Item 14) (Continued)**

Committee determined that discussion of Item 14.1 was not required in Closed Session; therefore, the matter was addressed in Open Session, as follows:

**(i) Closed Session Minutes – September 4, 2024 (Item 14.1)**

The Closed Session minutes of the September 4, 2024 General Issues Committee meeting, were approved and remain confidential.

- (ii)** Committee move into Closed Session for Items 14.2 and 14.3 pursuant to Section 9.3, Sub-sections (c) and (j) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (c) and (j) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to a proposed or pending acquisition or disposition of land by the municipality or local board; and a trade secret or scientific, technical, commercial, or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.

The General Issues Committee meeting reconvened in Open Session at 8:21 p.m.

**(iii) Sale of Land in the City of Hamilton (PED24100) (Ward 15) (Item 14.2)**

For disposition of this matter, refer to Item 9.

**(iv) Memorandum of Understanding with City and Aeon Studio Group on Barton-Tiffany Land (PED19063(f)) (Ward 2) (Item 14.3)**

For disposition of this matter, refer to Item 10.

**(m) ADJOURNMENT (Item 15)**

There being no further business, the General Issues Committee adjourned at 8:27 p.m.

Respectfully submitted,

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Deputy Mayor Esther Pauls  
Chair, General Issues Committee

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Angela McRae  
Legislative Coordinator  
Office of the City Clerk



## **AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 24-016**

**9:30 a.m.**

**September 19, 2024**

**Council Chambers**

**Hamilton City Hall**

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**Present:** Councillors T. Hwang (Chair), J. Beattie (virtually), B. Clark, C. Kroetsch, M. Spadafora, M. Tadeson, A. Wilson, and M. Wilson

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### **THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:**

**1. Corporate Real Estate: Leases and Licensing Audit (AUD24005) (City Wide) – REVISED (Added Item 8.1(a))**

- (a) That the Management Response, as detailed in Appendix A to Audit, Finance and Administration Committee Report 24-016, be approved; and
- (b) That the General Manager of Planning and Economic Development, the General Manager of Public Works, the General Manager of Finance and Corporate Services, and the General Manager of Community Services be directed to implement the Management Responses (attached as Appendix "B" to Report AUD24005) and report back to the Audit, Finance and Administration Committee with an interim status report on the recommendations by end of January 2025 and with a final report by March 2025 on the nature and status of actions taken in response to the audit report.

**2. CONSENT ITEMS (Items 9.1 and 9.2)**

That the following Consent Items, be received:

- (a) Annual Tax Arrears as of December 31, 2023 (FCS24020) (City Wide) (Item 9.1)
- (b) Annual Assessment Appeals as of December 31, 2023 (FCS24021) (City Wide) (Item 9.2)

**3. Governance Review Sub-Committee Report 24-001 (September 13, 2024)  
(Added item 10.1)**

**(a) Council Access to Records (FCS23078) (City Wide) (Item 9.1)**

That Report FCS23078, respecting Council Access to Records, be received.

**4. Ward 2 Community Grants - Q3 2024 - 2 (Ward 2) (Item 11.1)**

WHEREAS, the Ward 2 Community Grants program closed for Q2 on August 9, 2024 with a total of 17 applications;

WHEREAS, City staff in Financial Planning, Administration and Policy and Community Engagement - Grants reviewed the recommendations from the Ward 2 Community Grants program and found that the following were all eligible; and

WHEREAS, the following \$39,670 in 14 individual grants represents the fulfilment of Q3 - 2024 of the Ward 2 Community Grants program.

THEREFORE, BE IT RESOLVED:

- (a) That art and sensory protection supplies, refreshments, seating rentals, and security for A Chance to Dance! be funded to Art Gallery of Hamilton from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$2,950;
- (b) That costs associated with a movie night in Beasley Park, a BNA sponsored pizza lunch at Dr. Davey School, and a Beasley focused heritage brochure be funded to the Beasley Neighbourhood Association from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$2,060;
- (c) That nutritional supplements and incontinence products be funded to Cancer Assistance Program from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$5,000;
- (d) That gardening tools for the purpose of maintaining the gardens at Magnolia Hall be funded to the Durand Neighbourhood Association from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$1,165;
- (e) That program expenses related to events in Ward 2, including bussing, equipment, snacks, insurance, and coaching costs be funded to Fit Active Beautiful Foundation from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$2,725;

- (f) That stage and chair rental costs for the Festival of Racalmutese be funded to Fratellanza Racalmutese Italian Club from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,200;
- (g) That costs associated with installing a pollinator garden and running an education and plant giveaway event in the North End be funded to Green Venture from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,500;
- (h) That costs associated with Illumini Choral Intensive, including facility rental and camp accommodations, be funded to Hamilton Children's Choir from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,200;
- (i) That costs associated with acquiring donor management software and organizing fundraising initiatives be funded to Hamilton Literary Festival Association from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,200;
- (j) That sound and lighting costs at Eclectic Local and scholarships for low income participants at Musical Futures Summer Camp be funded to Hamilton Music Collective from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,200;
- (k) That the facilitation of a strategic fundraising plan for Open Homes Hamilton be funded to IAFR Canada from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$1,250;
- (l) That costs associated with Take Back the Night 2024, including staffing, truck rental, table rental, and security funded to Sexual Assault Centre (Hamilton and Area) from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,200;
- (m) That the rehearsal space rental and contracted theatre coaches and specialists be funded to Shakespearience Performing Arts from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$1,820;
- (n) That transportation support and program supplies for spectrum programming be funded to YWCA Hamilton from the Ward 2 Capital Discretionary Account #3302309200 at an upset limit, including contingency, not to exceed \$3,200;



- (o) That any funds allocated and distributed through the Ward 2 Community Grants Program be exempt on a one-time basis and not be counted toward any formula that restricts regular funding from the City including the City Enrichment Fund or the One-Time Enhancement Grant (e.g. the City's 30% formula); and
- (p) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

**5. Ward 13 Community Grants Q2/Q3 2024 (Added Item 11.2)**

WHEREAS, the Ward 13 Community Grants program closed for Q2/3 on July 26, 2024 with a total of 8 applications;

WHEREAS, City staff in Financial Planning, Administration and Policy and Community Engagement - Grants reviewed the recommendations from the Ward 13 Community Grants program and found that 8 applications were eligible and approved for Q2/3; and

WHEREAS, the following \$31,350 constitutes the complete issuance of community grants for Q2/Q3 2024.

THEREFORE, BE IT RESOLVED:

- (a) That up to \$4750 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to St. Joseph's Villa to cover costs associated with a new fridge for their kitchen;
- (b) That up to \$5000 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to the Friends of St Albans Church, Rockton, ON, to cover costs associated with the repair of their historical belfry and organ;
- (c) That up to \$3300 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to the Dundas Little Theatre to cover costs associated with their children and youth community theatre programs;
- (d) That up to \$3,000 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to the Dundas Cactus Parade to cover the costs associated with bringing in youth musicians and supporting local youth marching arts initiatives;
- (e) That up to \$2800 be allocated the Ward 13 Non-property tax Revenue account (3301609613) to Routes Youth Centre to fund their adolescent/youth employment readiness program;

- (f) That up to \$4,000 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to the Dundas Museum and Archives as fundsholder to support the provision of My Walks of Art, an artistic walking guidebook focused on Dundas heritage, to libraries and residential aged care facilities in the ward, and to support author talks at the same;
- (g) That up to \$4500 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to the Dundas Terry Fox Run, to offset the organizing costs associated with hosting the Terry Fox Run in the Dundas Driving Park;
- (h) That up to \$4,000 be allocated from the Ward 13 Non-property tax Revenue account (3301609613) to the Dundas Lawn Bowling Club to cover costs associated with replacing their air conditioning systems;
- (i) That any funds allocated and distributed through the Ward 13 Community Grants Program be exempt on a one-time basis and not be counted toward any formula that restricts regular funding from the City including the City Enrichment Fund or the One-Time Enhancement Grant (e.g. the City's 30% formula); and
- (j) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

**FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 2)**

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

**8. STAFF PRESENTATIONS**

8.1(a) Corporate Real Estate: Leases and Licensing Audit (AUD24005)  
(City Wide) - REVISED

**10. DISCUSSION ITEMS**

10.1 Governance Review Sub-Committee Report 24-001 (September 13, 2024)

**12. NOTICES OF MOTION**

12.1 Ward 13 Community Grants Q2/Q3 2024

(A request to waive the rules will be introduced.)

The agenda for the September 19, 2024 Audit, Finance and Administration Committee meeting, was approved, as amended.

(b) **DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

(c) **APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

(i) **Approval of Minutes of Previous Meeting (Items 4.1)**

The Minutes of September 5, 2024 were approved, as presented.

(d) **STAFF PRESENTATIONS (Item 8)**

(i) **Corporate Real Estate: Leases and Licensing Audit (AUD24005) (City Wide) - REVISED (Added Item 8.1(a))**

- (1) Charles Brown, Auditor General, addressed Committee respecting Corporate Real Estate: Leases and Licensing Audit, with the aid of a presentation.

The presentation from Charles Brown, Auditor General, respecting Corporate Real Estate: Leases and Licensing Audit, was received.

(2)

- (a) That the Management Response, as detailed in Appendix "B" to Report AUD24005 be approved; and
- (b) That the General Manager of Planning and Economic Development, the General Manager of Public Works, the General Manager of Finance and Corporate Services, and the General Manager of Community Services be directed to implement the Management Responses (attached as Appendix "B" to Report AUD24005) and report back to the Audit, Finance and Administration Committee by March 2025 on the nature and status of actions taken in response to the audit report.

(3) That subsection (b) of Report AUD24005, be **amended** as follows:

- (b) That the General Manager of Planning and Economic Development, the General Manager of Public Works, the General Manager of Finance and Corporate Services, and the General Manager of Community Services be directed to implement the Management Responses (attached as Appendix "B" to Report AUD24005) and report back to the Audit, Finance and Administration Committee with ***an interim status report on the recommendations by end of January 2025 and with a final report*** by March 2025 on the nature and status of actions taken in response to the audit report.

For disposition of this matter, refer to Item 1.

**(e) NOTICES OF MOTION (Item 12)**

**(i) Ward 13 Community Grants Q2/Q3 2024 (Added Item 12.1)**

The Rules of Order were waived to allow for the introduction of a Motion respecting Ward 13 Community Grants Q2/Q3 2024.

For disposition of this matter, refer to Item 5.

**(f) ADJOURNMENT (Item 15)**

There being no further business, the Audit, Finance and Administration Committee, was adjourned at 11:37 a.m.

Respectfully submitted,

Councillor Tammy Hwang, Chair  
Audit, Finance and Administration  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk

# Corporate Real Estate: Leases and Licensing Audit

## Recommendations and Management Responses



**September 19, 2024**

Domenic Pellegrini, Senior Audit and Investigations Specialist

Brigitte Minard, Deputy Auditor General

Charles Brown, Auditor General

Office of the Auditor General



**Hamilton**

OFFICE OF THE  
AUDITOR GENERAL

## Introduction

The following 35 recommendations will help improve the governance and management of leases and licences at the City of Hamilton.

### Recommendation 1

That the Corporate Real Estate Office (CREO) investigate how best to deploy its suite of system solutions, in order to improve the security and reliability of data, and administration of leases. This would involve an assessment of their current state of functionality as against administration needs, the feasibility of making improvements to ARCHIBUS and to the use of SharePoint technology (i.e. TRACKER), vs the costs and benefits of acquiring an integrated solution, and possibly the use of EAM (Enterprise Asset Management) (Appendix A, para. 32-39).

### Management Response

**Agree.**

CREO has begun to investigate system solutions that address real estate and portfolio management functions corporate wide, with a view to lease administration. Connectivity to related facilities operational management and space management, EAM, and critically integration with financial systems, are important elements under consideration. Archibus, once it becomes available, and other tools will be used in the interim, while a business case is prepared for dedicated resources to address the need. Both a permanent solution and interim measures need to be addressed. A business case for dedicated resources will be brought forward during the 2025 Capital and Operating Budget submissions, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for permanent solutions.

### Recommendation 2

That the City of Hamilton CREO evaluate alternatives to improve the administration of leases and licences including the efficacy of centralized administration and the use of, or enhancement with, software solutions that are available internally or in the marketplace (Appendix A, para. 40-46).

## Management Response

### Agree.

As noted in the report, recommendations respecting the implementation of a centralized model of lease administration have been provided by an independent consultant. Key to these recommendations is dedicated staff resources to establish the framework, systems and tools necessary to ensure a wholistic approach. A centralized model does not alleviate the need for the integration of supporting functions (legal, finance) and responsibility of "Asset Owners" and "Asset Managers" under the City's new Asset Management framework. Further noted is the report's acknowledgement that there may be circumstances under which elements of administration may functionally reside within a program (e.g., Recreation) area while deploying an overall consistent approach and centralized oversight. A business case for dedicated resources will be brought forward during the 2025 Capital and Operating Budget submissions, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for permanent solutions.

## Recommendation 3

That CREO work with Facilities Management (FM) to update the Business Agreement to provide greater clarity with respect to responsibilities, and to add detail with respect to Legal Services' involvement and the renewal of leases (Appendix A, para. 40-46).

## Management Response

### Agree.

Current service level agreements between CREO and CFEM are under review respecting functions, roles, and responsibilities. Integration with Finance and Legal processes will be incorporated.

**Estimated Completion:** End of Year 2024.

## Recommendation 4

That the CREO and the Recreation Division (REC) develop an accountability document or “Business Operating Agreement” to more clearly define cooperative roles and responsibilities with respect to Licence administration (Appendix A, para. 40-46).

### Management Response

**Agree.**

CREO and Recreation will establish appropriate agreements consistent with current operating model and authorities. Integration with facilities management functions, Finance and Legal processes will be incorporated.

**Estimated Completion:** Q1 2025.

## Recommendation 5

That CREO, in partnership with REC, develop a strategy and implementation plan for improving the management of licence data to ensure there is one single source of “truth” and clear accountability for information about the existence and status of licences (Appendix A, para. 40-46).

### Management Response

**Agree.**

REC has initiated an internal review of its licence data. As part of Recommendation #4 workplan, CREO and Recreation will cooperate with CFEM (manages ARCHIBUS system corporately) on data integrity on an interim basis, subject to Management Response 1 and 2.

**Estimated Completion:** Q1 2025.

## Recommendation 6

That CREO management review and renew the current criteria and processes for below market leases and licences, for improvement opportunities and consistency with City policies (Appendix A, para. 47-50).



## Management Response

### **Agree.**

The City requires an updated policy related to 3rd party use (lease/licence) of City property; incorporating below market rental scenarios (i.e. not for profit, community groups, etc.), distinct from facility use permits, and standardized agreements; clearly articulating criteria and processes, including roles and responsibilities among City divisions; and addressing capital and operating funding implications. CREO will lead a corporate wide review through the Portfolio Management Committee. In the interim, Recreation will be providing an overview of 3rd Party Agreements entered into and managed by Recreation to Emergency and Community Services Committee by Q4 2024.

**Estimated Completion:** Q1 2026.

## Recommendation 7

That CREO management develop a process for making below market rental arrangements transparent to the public (Appendix A, para. 47-50).

## Management Response

### **Agree.**

Currently all below market leases and licences require approval by City Council, including any renewals or extensions, as they effectively represent grants provided by the City. Additional transparency mechanisms (such as annual reporting on the value of granting activity) will be examined and metrics articulated as part of the policy work identified in Management Response 6.

**Estimated Completion:** Q1 2026.

## Recommendation 8

That CREO management review and update the delegations of authority for leases and licences, and ensure their inclusion in its official policy documents (Appendix A, para. 51-54).

## Management Response

### Agree.

Updated delegations are required for all real estate activities, including lease and licence administration. There is a corporate work program to update delegated authorities across all departments. The most recent real estate delegations will be incorporated into updated policy and a procedure manual (see Management Response 11), and posted on the City's intranet along with other corporate policies (e.g., code of conduct, procurement, etc.).

**Estimated Completion:** Q3 2025.

## Recommendation 9

That CREO management develop and maintain, in consultation with Legal Services, a standardized form of lease agreement that can be used to apply contractual requirements and legal mechanisms with a desirable degree of uniformity and comprehensiveness, and which also affords sufficient flexibility to allow tailoring for different circumstances (Appendix A, para. 55-60).

## Management Response

### Agree.

CREO and Legal will work together to update the current precedent library and establish procedures to enforce the implementation of the use of standardized terms and conditions as appropriate. Where possible, a standardized form of lease agreement will be utilized. It should be recognized that each property, tenant, and nature of occupation requires differences in terms and conditions that cannot fully be addressed in a uniform template, so sufficient flexibility will be required to allow tailoring for different circumstances, as noted by the OAG. Some agreements are quite complex and for which a template is inadequate.

**Estimated Completion:** Q3 2025.

## Recommendation 10

That CREO management review older agreements and assess whether they continue to serve the interests of the City efficiently and effectively, and whether the City can and/or should pursue renegotiation, redrafting or termination in accordance with the existing terms (Appendix A, para. 55-60).

## Management Response

### Agree.

CREO is currently undertaking a strategic review of the City's entire inventory of property, with one lens being site utilization, including third-party use (leases/licences). As part of this process, existing tenancies and property uses are being examined for fit and compatibility with Council priorities and City objectives. Options and tactics to address identified changes are identified and articulated on a case-by-case basis, recognizing that leases and licences are contractual agreements that the City may not be in a position to unilaterally amend. Additionally, when existing agreements are coming up on expiry or renewal, arrangements are reviewed against the City's current priorities and policies, and agreements reviewed against current precedent documents.

**Estimated Completion:** On-going.

## Recommendation 11

That management responsible for lease administration develop and adopt a leasing policy framework supported by standard operating procedures to assist in transitioning their delivery of lease administration and to respond to opportunities for improvement (Appendix A, para. 61-63).

## Management Response

### Agree.

A leasing policy framework supported by policies and procedures will be developed. A leasing administration policy and procedures manual will also be developed, based on the recommendations provided by an independent consultant and the Recommendations of this Report. As outlined in Management Response 2, a business case for dedicated resources will be brought forward during the 2025 Capital and Operating Budget submissions, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q1 2026 for new framework and processes.

## Recommendation 12

That all lease and licence agreements include a provision to regularly increase rent payments by a set rate or the rate of inflation should they go into overhold (Appendix A, para. 87-88).

## Management Response

### **Agree.**

In accordance with Management Response 9, CREO will work with legal on incorporating a standardized approach and terms for consistent use of overholding provisions within lease and licence agreements to ensure the City's interests are adequately protected. There are certain agreements (Recreation licenses, for example) where annual increases to account for inflationary costs are consistently incorporated. While it is not uncommon to use overholding provisions in agreements to "incentivize" early discussion on renewal/expiry, there are circumstances under which such terms may become either punitive or undesirable (e.g. the City may wish to encourage short-term overholding as an interim measure prior to the City taking back the space for its own use). A leasing policy framework supported by policies and procedures, including information about how to address regularly increasing rent payments by a set rate or the rate of inflation should they go into overhold.

**Estimated Completion:** Q3 2025.

## Recommendation 13

That CREO and its lease/licence administrators develop a process to ensure overholds are dealt with more expeditiously (Appendix A, para. 87-88).

## Management Response

### **Agree.**

In alignment with Management Response 11, and utilizing the enhanced tools referenced in Management Response 15, procedures addressing proactive approaches to the end of term will be developed. These procedures will be developed to ensure that overholds are addressed promptly, minimizing delays and potential financial or operational risks. CREO will lead efforts to identify opportunities for streamlining current processes and improving oversight mechanisms. By implementing a more structured approach to lease and licence administration, we aim to increase efficiency and enhance accountability within the organization.

Additionally, as outlined in Management Response 2, we recognize that dedicated resources are crucial to effectively manage and execute these improvements. The successful implementation of these enhancements will require focused staff resources to ensure timely actions and oversight of lease and licence agreements. To address this need, a detailed business case will be prepared and presented during the 2025 Capital

and Operating Budget submissions. This business case will outline the resource requirements necessary to support the proposed changes, subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q1 2026 for new processes.

## Recommendation 14

That the accountabilities and processes for updating lease/licence information be strengthened to ensure data is more reliable, and timely, with possibly a more robust use and/or implementation of systems that will more accurately and completely track all necessary parameters of leases and licences information. This should include exploration of enhancements to SharePoint. This information is required by various staff in Real Estate, Legal, Corporate Facilities and Energy Management - Facilities Management and Business Solutions, Finance, and other departments on a more reliable, complete and timely basis (Appendix A, para. 87-88).

## Management Response

**Agree.**

Consistent with Management Response 1, 2 and 5, we recognize the need for more robust and reliable systems to manage lease and licence data effectively. A business case for dedicated resources will be brought forward during the 2025 Capital and Operating Budget submissions. CREO has already begun investigating various data management tools and techniques to address the challenges associated with lease and licence administration. In collaboration with key stakeholders, including Legal, Corporate Facilities, Energy Management, Finance, and other departments, CREO will focus on strengthening accountability across all teams involved. This will ensure that the necessary information is accessible, reliable, and updated in a timely manner.

In addition to long-term solutions, we will explore enhancements for potential interim solutions to improve tracking and management of leases and licences. Where possible, interim measures will be considered, and we will implement these approaches as resources become available to ensure that improvements begin even prior to the formal approval of additional resources. By taking these steps, staff aims to improve overall data integrity, enhance inter-departmental collaboration, and ensure that reliable, complete, and timely information is available to all relevant teams.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for systems implementation.

## Recommendation 15

That the CREO develop procedures and notification/tickler reports to ensure that staff are alerted in advance when leases or licences are about to expire in order to renew them on a timely basis and ensure uninterrupted payment (Appendix A, para. 87-88, 115, 118).

## Management Response

**Agree.**

The CREO will collaborate with current lease/licence administrators to develop and implement a more enhanced system of proactive reporting and push notifications, complementing and improving the existing ARCHIBUS process. This enhanced system will improve notifications for initiating negotiations, monitoring accounts payable, and managing lease terms related to expiries and renewals. As noted in Management Response 11, interim resources will be sought, and a business case for dedicated resources will be submitted as part of the 2025 Capital and Operating Budget, subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for full systems implementation.

## Recommendation 16

That management responsible for lease and licence agreements, working with Accounts Receivable in Finance, develop a more robust and timely process for monitoring rent collection, including considering the monthly use of Rent rolls to help identify and monitor overdue lease/licence payments (Appendix A, para. 93-94).

## Management Response

**Agree.**

Staff among CREO, CFEM, and REC will work with Finance to determine more effective means of monitoring and addressing outstanding accounts on an interim basis, pending more comprehensive changes to systems and processes being developed and implemented, as identified in Management Response 1 and 2.

**Estimated Completion:** Q2 2025.

## Recommendation 17

That management revise the accounting allocation for revenue credits to ensure that revenues that ultimately accrue to responsible departments will reflect actual revenue collected rather than revenue due (Appendix A, para. 93-94).

## Management Response

**Agree.**

Financial Services will conduct a review of accounting treatment and reporting for allocation of revenues to determine opportunities for improving the way in which revenues are recorded and allocated to departments, consistent with the recommendation and in accordance with Canadian Public Sector Accounting Standards.

**Estimated Completion:** Q1 2025.

## Recommendation 18

That management develop a standard process for arrears management that ensures all parties are accountable to affect a coordinated, timely response to rent arrears (Appendix A, para. 93-94).

## Management Response

**Agree.**

This shortcoming had been identified during the consultant's engagement and report. This identified shortcoming is due to systems and processes. Changes in the financial processes need to be implemented and this will be accomplished through a combination of software and process and procedures. To make the requisite changes will require additional resources for which a business case will be brought forward during the 2025 Capital and Operating Budget submissions, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for systems implementation.

## Recommendation 19

That prior to entering into lease and licence agreements with the City, all tenants be fully and properly vetted, and that key information on these agreements be checked for accuracy and reasonableness before the agreements are accepted and signed off by the City (Appendix A, para. 100-106).

## Management Response

**Agree.**

CREO and Legal will review existing lease/licence negotiation processes respecting understanding the tenant/licensee, vetting and information gathering, and risk mitigation strategies. Where enhancements can be made or new tools/techniques deployed, on a continuous improvement review basis, staff training and education will be deployed.

**Estimated Completion:** Q2 2025 and on-going.

## Recommendation 20

That clear guidelines be developed outlining how large the arrears outstanding can be before various actions will take place. The process should be robust enough to ensure recovery of arrears proceeds in a consistent, orderly manner, and is completed within a reasonable period of time (Appendix A, para. 100-106).

## Management Response

**Agree.**

CREO and Legal will work together to establish standard operating procedures respecting default and outstanding accounts. To develop and implement such guidelines will require additional resources for which a business case will be brought forward during the 2025 Capital and Operating Budget submissions, and implementation subject to Council approval.

The Corporate Real Estate Office (CREO) and Legal Services will work together to develop standard operating procedures related to the management of default and outstanding accounts. These procedures will establish clear guidelines for how arrears are to be handled, including thresholds for the size of arrears that will trigger specific actions. The goal is to ensure a consistent, orderly, and timely recovery of outstanding debts.



The development and implementation of these procedures will require additional resources, such as dedicated personnel and technological support. A business case outlining these resource needs will be submitted for consideration as part of the 2025 Capital and Operating Budget process. Implementation of the guidelines will proceed upon approval by Council. This approach ensures that the necessary framework and resources are in place to enhance the efficiency and effectiveness of arrears recovery.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for systems implementation.

## Recommendation 21

That standard procedures be developed to ensure that subsequent to entering into a lease or licence, collections begin promptly (Appendix A, para. 100-106).

## Management Response

**Agree.**

Current procedures respecting collections are not consistent with industry practices. Consistent with Management Response 15, staff among CREO, CFEM, and REC will work with Finance to ensure timely sharing of information and current procedures are reinforced so that prompt collections is initiated in accordance with lease/licence terms.

**Estimated Completion:** Q1 2025.

## Recommendation 22

That tenants not be permitted to use the leased property until the lease/licence document has been finalized and properly signed off by both parties (Appendix A, para. 100-106).

## Management Response

**Agree.**

The principle and policy of "No-lease-no-key" will be reinforced. It needs to be recognized that in a renewal or extension situation, the tenant or licensee, are already occupants.

**Estimated Completion:** Immediate.

## Recommendation 23

That for leases and licences billed monthly, the City consider obtaining security and/or damage deposits when the lessee/licensee signs the agreements (Appendix A, para. 100-106).

## Management Response

**Agree.**

In alignment with Management Response 9, CREO and Legal will collaborate to thoroughly review the options and potential implications of introducing security and/or damage deposits for monthly billed leases and licences. This review will consider industry standards, legal considerations, and financial risk exposure. Based on this analysis, a structured framework will be developed to guide decisions on when and how to implement appropriate security measures. Each transaction will be evaluated, considering due diligence, risk assessments, and the specific terms of the agreement to ensure appropriate protection for the City while maintaining flexibility in commercial negotiations.

**Estimated Completion:** Q3 2025.

## Recommendation 24

That the City sign off on lease and licence agreements only after the lessee/licensee has signed off (Appendix A, para. 100-106).

## Management Response

**Agree.**

This currently is the general practice with only certain exceptions such as agreements with other levels of government, institutions or extraordinary circumstances. Legal will review current practices and procedures to ensure consistent adherence to the policy, and communication and procedures will be updated where enhancements are identified.

**Estimated Completion:** Q1 2025.

## Recommendation 25

That a procedure be changed/developed so the signed agreements are received by the division/section responsible as soon as practicable and that a record is maintained of when these are received (Appendix A, para. 100-106).

## Management Response

**Agree.**

This is the current practice. The current procedure for communicating and disseminating signed agreements, including documenting receipt, to lease/licence administrators will be reviewed and enhanced as appropriate.

**Estimated Completion:** Q1 2025.

## Recommendation 26

That management consider how best to link lease/licence documents and lease/licence administration software and/or financial systems so that all information noted on an RFI is supported by the lease and/or licence documents (Appendix A, para. 107-110).

## Management Response

**Agree.**

CREO and key stakeholders will examine existing documentation and systems to determine where enhancements to linkages can be made. Interim measures will be taken where possible, and training for administrators reinforced. In accordance with Management Responses 1, 2, 14, 15, and 16, integration of software systems and data are key elements to be addressed in a work program for which a business case will be brought forward during the 2025 Capital and Operating Budget submissions, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for interim measures / 2026+ for systems implementation.

## Recommendation 27

That a standard operating procedure be developed, and the process followed, so that all agreements where the tenant is required to pay property taxes are monitored on a timely basis to ensure that these funds are being collected in an expeditious manner (Appendix A, para. 111-113).

## Management Response

**Agree.**

Current procedures are in place for the collection of property taxes via A/R billing to ensure HST requirements are addressed and property taxes are collected. While MPAC often takes 2-3 years to catch up on reassessments for new leased locations (in which case tenants/licensees inherit a substantial liability retroactively), the current procedure will be reviewed, enhanced and formalized, and staff trained, to ensure techniques, such as annual reviews, and billing of estimated taxes with end of year reconciliation to actuals, are deployed on a consistent basis.

**Estimated Completion:** Q2 2025.

## Recommendation 28

That the City avoid the practice of allowing rents to accumulate arrears to accommodate the administration of rate changes (Appendix A, para. 114).

## Management Response

**Agree.**

Consistent with Management Response 21, staff among CREO, CFEM, and REC will work with Finance to ensure timely sharing of information and current procedures are revisited so that prompt collections is continued. It should be noted that finance charges (2% over prime) are automatically to unpaid invoices after 45 days.

**Estimated Completion:** Q1 2025.

## Recommendation 29

That a procedure be developed, or system be implemented, for integration of billing and lease status using a unique identifying number to link lease information (currently in ARCHIBUS) records to AR Finance records (Appendix A, para. 116).

## Management Response

### **Agree.**

Such Archibus file numberings are presently identified in the completion of RFI's that are sent to Finance (A/R). Software systems integration is currently not available and will be sought with any new or updated systems. Current procedure, subject to Archibus availability, will be reinforced.

**Estimated Completion:** Immediate.

## Recommendation 30

That management responsible for leases and licences undertake a regular periodic (monthly or quarterly) review of all lease and licence files to ensure that they are being properly managed and that they have not been overlooked/forgotten (Appendix A, para. 117).

## Management Response

### **Agree.**

Regular periodic reviews of all active lease/licence files will be part of the policy and procedures identified in Management Response 11. All managers and administrators will be trained accordingly. Currently there are insufficient staff resources to undertake the recommended practice. CFEM and CREO meet regularly to discuss and review lease/license issues including renewals, defaults etc., and REC had undertaken a review of its leases and licences with a view to verifying its inventory. A business case for dedicated resources will be brought forward during the 2025 Capital and Operating Budget submissions to address the recommended direction, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q1 2026 for new procedures.

## Recommendation 31

That the CREO develop a policy and guideline outlining how to deal with existing tenants of properties that have been purchased by the City (Appendix A, para. 117).

## Management Response

### **Agree.**

A comprehensive policy framework will be developed to establish clear guidelines for managing the transition and ongoing administration of existing tenants in properties acquired by the City. This framework will ensure consistency in handling tenant-related issues, provide transparency in decision-making, and minimize disruptions for tenants during the transition. Additionally, it will help City staff navigate complex tenancy arrangements by offering clear procedures for integrating these properties into the City's portfolio.

It should be recognized that when the City acquires properties with existing tenants, the City inherits the contractual arrangements between the previous property owner and the tenant, by virtue of an assignment. That contractual agreement may not be consistent with City standards, but is considered as part of the terms of the property Purchase and Sale Agreement.

**Estimated Completion:** Q4 2025.

## Recommendation 32

That all management responsible for leases and licences implement a system to regularly review lease and licence files ensuring their status is accurately reflected and up to date (Appendix A, para. 123-124).

## Management Response

### **Agree.**

Consistent with Management Response 14 and 30, procedures will be updated to ensure regular reviews and updates to file status and respective data. Currently there are insufficient staff resources to undertake the recommended practice. CFEM and CREO meet regularly to discuss and review lease/license issues including renewals, defaults etc., and REC had undertaken a review of its leases and licences with a view to verifying its inventory. A business case for dedicated resources will be brought forward during the 2025 Capital and Operating Budget submissions to address the recommended direction, and implementation subject to Council approval.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for new procedures.

### Recommendation 33

That all administrators of lease and licences be accountable to report to a central oversight authority to ensure that all fees associated with leases and licences that come due are collected in a timely manner, and that agreement revenues/overholds are being dealt with accurately and promptly (Appendix A, para. 123-124).

### Management Response

**Agree.**

As outlined in Management Response 2, an independent consultant has provided recommendations to establish a centralized model for lease and license administration. The plan is for the CREO (Corporate Real Estate Office) to be the lead; the CREO is well-positioned to take on the oversight role, as this aligns with its strategic leadership in managing the City's real estate portfolio. By centralizing oversight under CREO, we will aim to improve consistency, accountability, and efficiency in the administration of leases and licenses, ensuring that all fees due are collected promptly and that any overholds or revenue issues are resolved in a timely manner.

To achieve this, CREO will work collaboratively with key stakeholders, including lease administrators, Finance, and other relevant departments, to build a robust framework. This framework will include clearly defined processes, integrated systems, and effective tools to streamline fee collection, manage agreement terms, and ensure that all aspects of lease and license agreements are handled accurately and efficiently.

Implementing this centralized model will require dedicated resources. A business case outlining these needs will be presented as part of the 2025 Capital and Operating Budget submissions and will be subject to Council approval. The allocation of these resources will enable the City to fully operationalize this new model.

**Estimated Completion:** Q4 2024 for budget approval / Q4 2025 for new reporting procedures.

### Recommendation 34

That management re-evaluate whether invoicing of lessees is necessary and justified or other practices would be more effective in assuring timely collection including the feasibility of automatic payment from lessees (Appendix A, para. 123-124).

### Management Response

**Agree.**

CREO, Legal and Finance will undertake a review of collection practices. As articulated in Management Response 21, current procedures respecting collections are not consistent with industry practices. Consultants recommendations respecting the implementation of a new model of lease administration also include changes to collections practices. In conjunction with the activities articulated in Management Response 2 and 11, collections practices and procedures will be updated. Key to undertaking these changes is dedicated staff resources. A business case for dedicated resources and incorporating this Recommendation will be brought forward during the 2025 Capital and Operating Budget submissions.

**Estimated Completion:** Q4 2024 for budget approval / Q1 2026 for new procedures.

## Recommendation 35

That management develop a lease/licence standard procedure to ensure regular validation of agreement insurance requirements, and which outline the measures it will take to deal with the risks posed by lessees and licensees that do not maintain their insurance-related agreement obligations (Appendix A, para. 125-126).

## Management Response

**Agree.**

Updated procedures will be developed and implemented on an interim basis pending approval and implementation of a centralized lease administration program.

**Estimated Completion:** Q4 2024.





## **EMERGENCY & COMMUNITY SERVICES COMMITTEE REPORT 24-006**

1:30 p.m.

Thursday, September 19, 2024  
Council Chambers Hamilton City Hall  
71 Main Street West

**Present:** Councillors A. Wilson (Chair), T. Hwang, T. Jackson, C. Kroetsch and M. Wilson

**Absent with  
Regrets:** Councillor N. Nann – City Business

**Also Present:** Councillor M. Tadeson

**THE EMERGENCY AND COMMUNITY SERVICES COMMITTEE PRESENTS REPORT 24-006,  
AND RESPECTFULLY RECOMMENDS:**

**1. Municipal Golf Course Update (Wards 1 and 4) (HSC24002) (Item 8.1)**

That Report HSC240992 respecting a Municipal Golf Course Update, be received.

**2. Hamilton's Plan for Age Friendly Community 2023 Community Progress Report (HSC24007) (Item 8.2)**

That Report HSC24007, respecting Hamilton's Plan for Age Friendly Community 2023 Community Progress Report, be received.

**3. Consent Items (Items 9.1 and 9.2)**

That the following Consent Items be received:

- (i) Hamilton Veteran's Committee Minutes - May 28, 2024 (Item 9.1)
- (ii) Snow Angels Program Update (HSC23022(b)) (Item 9.2)

**4. Hamilton Fire Department Next Generation 9-1-1 Public Safety Answering Point Contingency Routing Agreement (HSC24034) (City Wide) (Item 10.1)**

That the Fire Chief, Hamilton Fire Department be authorized to negotiate, enter into and execute, on behalf of the City of Hamilton, a contract, renewals, extensions, amendments, any ancillary documents and any new agreement(s) required to establish and maintain a 9-1-1 Secondary Public Safety Answering Point Emergency Contingency Service Agreement for the Hamilton Fire Department, in a form satisfactory to the City Solicitor.

**5. Rosedale Tennis Club Inc. Loan Request (FCS23075(a)) (City Wide) (Item 10.2)**

(a) That the City of Hamilton provide an additional increase to the principal amount of the existing interest free loan to Rosedale Tennis Club Inc. by \$300,000 (the "Additional Principal") bringing the total consolidated principal amount of the loan to \$1,630,000 (the "Total Consolidated Principal") pursuant to the City's External Loan Guidelines on the following terms and conditions:

- (i) the outstanding balance owing on the existing principal as approved through Report FCS23075 / HSC23039, being \$1,210,000 as of January 1, 2024, be consolidated with the Additional Principal (collectively the "Consolidated Outstanding Principal") and be repaid in annual payments pursuant to the repayment schedule attached as Appendix "A" to Report FCS23075(a) so that the Consolidated Outstanding Principal be repaid in full within 15 years from the Additional Principal advance;
- (ii) the Additional Principal bear no interest and be used only for the purposes of construction of a new dome and related infrastructure over four existing tennis courts at the property municipally known as 42 Lawrence Road, Hamilton;
- (iii) the Loan Amending Agreement dated March 15, 2024 between the City of Hamilton and Rosedale Tennis Club Inc. (the "Loan Agreement") be further amended to reflect the Additional Principal of \$300,000 and maintain the terms and conditions outlined in Report FCS23075 / HSC23039;

(b) That the General Manager, Finance and Corporate Services, be authorized and directed to execute an amendment to the Loan Amending Agreement and an amendment to the General Security Agreement dated March 15, 2014 between the City of Hamilton and Rosedale Tennis Club Inc. (the "General Security Agreement") together with any ancillary documentation, in a form satisfactory to the City Solicitor and with content satisfactory to the General Manager, Finance and Corporate Services, to give effect to Recommendation (a) of Report FCS23075(a); and

- (c) That a loan receivable from Rosedale Tennis Club Inc. on the City of Hamilton's balance sheet, be increased by \$300,000 upon advance of the funds.

**6. Program Manager, Scheduling & Attendance Management – Paramedic Services (HSC24032) (City Wide) (Item 10.3)**

- (a) That Council approve the in-year addition of the position of Program Manager, Scheduling & Attendance Management – Paramedic Services to the Hamilton Paramedic Service with one full-time equivalent complement addition at a maximum annual cost of \$177,660 inclusive of wages, benefits, and required ancillary equipment; and
- (b) That Council approve the funding of the 2024 partial year of this position first from any Provincially funded sources, then from any 2024 Paramedic Service surplus, then from any Healthy & Safe Communities Department surplus and lastly from any 2024 Corporate Surplus or any source deemed appropriate by the General Manager of Corporate Services; and
- (c) That Council approve this position and related costs be included in the 2025 Budget and funded as follows:
  - (i) In 2025, 50% from the Tax Stabilization reserve #110046, and 50% from the Tax Operating Levy; and
  - (ii) In subsequent years, (2026 and beyond) it will be funded 50% from Ministry of Health Paramedic Services funding and 50% from the levy; and
- (d) That Council approve the in-year addition of the position of Return to Work Specialist to the Human Resources Department with one full-time equivalent complement addition at a maximum annual cost of \$141,580 inclusive of wages, benefits, and required ancillary equipment to be charged to the Hamilton Paramedic Service;
- (e) That Council approve the funding of the 2024 partial year of this position first from any Provincially funded sources, then from any 2024 Paramedic Service surplus, then from any Healthy & Safe Communities Department surplus and lastly from any 2024 Corporate Surplus or any source deemed appropriate by the General Manager of Corporate Services; and
- (f) That Council approve this position and related costs be included in the 2025 Budget and funded as follows:
  - (i) In 2025, 50% from the Tax Stabilization Reserve #110046, and 50% from the Tax Operating Levy; and
  - (ii) In subsequent years, (2026 and beyond) it will be funded 50% from Ministry of Health Paramedic Services funding and 50% from the levy.

**FOR INFORMATION:**

**(a) CEREMONIAL ACTIVITY (Item 1)**

**Decreasing Off-Load Wait Times at the Juravinski Hospital**

M. Sanderson introduced front-line staff from the Juravinski Hospital and congratulated them on their work towards decreasing off-load wait times at the hospital.

**(b) APPROVAL OF AGENDA (Item 2)**

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

**5. COMMUNICATIONS**

**5.2 Correspondence respecting a Recommendation to Support Mohawk Sports Park Feasibility Study**

- (a) Kevin Daley, President, 91st Highlanders Athletic Association
- (b) Paul Challen and Ahmed Khalif, Co-Founders, PACK Running Club
- (c) Mathieu Gentes, CEO, Athletics Canada
- (d) Richard Roberts, Head Coach, Special Olympics Ontario Athletics
- (e) Donna Pickering, Program Coordinator, Southwestern Ontario Military Family Resource Centre, Hamilton Region
- (f) Krystn Orr, Chair, Hamilton Accessible Sports Council
- (g) Garfield Reid, Vice-Chairman, Golden Horseshoe Track and Field Council
- (h) Medora Uppal, CEO, YWCA
- (i) James Murphy, Executive Director, Parasport Ontario
- (j) Vincent Kuber, Executive Director, Steeltown Athletics Club (STAC)
- (k) Stuart McReynolds, Associate Vice-President, Programs, Canadian Tire Jumpstart Charities
- (l) Patrick Cloutier, Societe Economique Ontario
- (m) Julie Jardel, Executive Director, Centre Francophone Hamilton
- (n) James T. Kryger, Director of Athletics, Redeemer University
- (o) Ranjit Chandri, President, Hamilton District Cricket League
- (p) William Redgate, President, Hamilton Hornets Rugby Football Club
- (q) Scott Davidson, President, Hamilton Olympic Club
- (r) Hamilton Challenger Baseball Board of Directors
- (s) Paul Osland, Athletics Ontario
- (t) Myles Spencer, CEO, Rugby Ontario

Recommendation: Be received and referred to Item 6.1, Delegation Request from Kevin Gonci, respecting the Mohawk Sports Park Council.

**REVISED DELEGATION REQUEST:**

Jennifer Bonner, The HUB, respecting increased gun violence and the Building Safer Communities Funding issued by Public Safety Canada (*for a future meeting*)

The agenda for the September 19, 2024 Emergency and Community Services Committee meeting was approved, as amended.

**(c) DECLARATIONS OF INTEREST (Item 3)**

There were no Declarations of Interest.

**(d) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

**(i) June 20, 2024 (Item 4.1)**

The Minutes of the June 20, 2024 meeting of the Emergency and Community Services Committee, were approved, as presented.

**(e) COMMUNICATIONS (Item 5)**

The following Communications were approved, as presented:

- (i) Correspondence from the Accessibility Committee for Persons with Disabilities, respecting a Recommendation to Support Mohawk Sports Park Feasibility Study (Item 5.1)

Recommendation: Be received and referred to Item 6.1, Delegation Request from Kevin Gonci, respecting the Mohawk Sports Park Council.

- (ii) Correspondence respecting a Recommendation to Support Mohawk Sports Park Feasibility Study (Added Item 5.2)
- (a) Kevin Daley, President, 91st Highlanders Athletic Association (Added Item 5.2(a))
  - (b) Paul Challen and Ahmed Khalif, Co-Founders, PACK Running Club (Added Item 5.2(b))
  - (c) Mathieu Gentes, CEO, Athletics Canada (Added Item 5.2(c))
  - (d) Richard Roberts, Head Coach, Special Olympics Ontario Athletics (Added Item 5.2(d))

- (e) Donna Pickering, Program Coordinator, Southwestern Ontario Military Family Resource Centre, Hamilton Region (Added Item 5.2(e))
- (f) Krystn Orr, Chair, Hamilton Accessible Sports Council (Added Item 5.2(f))
- (g) Garfield Reid, Vice-Chairman, Golden Horseshoe Track and Field Council (Added Item 5.2(g))
- (h) Medora Uppal, CEO, YWCA (Added Item 5.2(h))
- (i) James Murphy, Executive Director, Parasport Ontario (Added Item 5.2(i))
- (j) Vincent Kuber, Executive Director, Steeltown Athletics Club (STAC) (Added Item 5.2(j))
- (k) Stuart McReynolds, Associate Vice-President, Programs, Canadian Tire Jumpstart Charities (Added Item 5.2(k))
- (l) Patrick Cloutier, Societe Economique Ontario (Added Item 5.2(l))
- (m) Julie Jardel, Executive Director, Centre Francophone Hamilton (Added Item 5.2(m))
- (n) James T. Kryger, Director of Athletics, Redeemer University (Added Item 5.2(n))
- (o) Ranjit Chandri, President, Hamilton District Cricket League (Added Item 5.2(o))
- (p) William Redgate, President, Hamilton Hornets Rugby Football Club (Added Item 5.2(p))
- (q) Scott Davidson, President, Hamilton Olympic Club (Added Item 5.2(q))
- (r) Hamilton Challenger Baseball Board of Directors (Added Item 5.2(r))
- (s) Paul Osland, Athletics Ontario(Added Item 5.2(s))
- (t) Myles Spencer, CEO, Rugby Ontario (Added Item 5.2(t))

Recommendation: Be received and referred to Item 6.1, Delegation Request from Kevin Gonci, respecting the Mohawk Sports Park Council.

**(f) DELEGATION REQUESTS (Item 6)**

The following Delegation Requests were approved, as presented:

- (i) Kevin Gonci, respecting the Mohawk Sports Park Council (for today's meeting) (Item 6.1)
- (ii) Jennifer Bonner, The HUB, respecting increased gun violence and the Building Safer Communities Funding issued by Public Safety Canada (for a future meeting) (Item 6.2)
- (iii) Jelena Vermilion, Sex Workers' Action Program Hamilton (SWAP), respecting the work of SWAP Hamilton and the Gender-Based Safety Audit (for a future meeting) (Item 6.3)

**(g) DELEGATIONS (Item 7)**

- (i) **Kevin Gonci, respecting the Mohawk Sports Park Council (for today's meeting) (Added Item 7.1)**

Kevin Gonci, Mohawk Sports Park Council, addressed Committee respecting the Mohawk Sports Park Council, with the aid of a PowerPoint presentation.

The Delegation from Kevin Gonci, respecting the Mohawk Sports Park Council, was received.

**(h) STAFF PRESENTATIONS (Item 8)**

- (i) **Municipal Golf Course Update (Wards 1 and 4) (HSC24002) (Item 8.1)**

Steve Sevor, Director, Recreation addressed Committee respecting a Municipal Golf Course Update, with the aid of a PowerPoint presentation.

The Presentation from Steve Sevor, Director, Recreation respecting Municipal Golf Course Update (Wards 1 and 4) (HSC24002), was received.

For further disposition of this matter, refer to Item 1.

- (ii) **Hamilton's Plan for Age Friendly Community 2023 Community Progress Report (HSC24007) (Item 8.2)**

Lisa Maychak, Project Manager, Age Friendly City, Penelope Petrie, Chair of the Seniors Advisory Committee, and Angie Armstrong, Chair of the Age-Friendly Collaborative Committee and Board Director with the Hamilton Council on Aging, addressed Committee respecting a Hamilton's Plan for Age Friendly Community 2023 Community Progress Report, with the aid of a PowerPoint presentation.

The Presentation from Lisa Maychak, Project Manager, Age Friendly City, Penelope Petrie, Chair of the Seniors Advisory Committee, and Angie Armstrong, Chair of the Age-Friendly Collaborative Committee and Board Director with the Hamilton Council on Aging, respecting Hamilton's Plan for Age Friendly Community 2023 Community Progress Report (HSC24007), was received.

For further disposition of this matter, refer to Item 2.

**(i) PRIVATE AND CONFIDENTIAL (Item 14)**

The Committee determined that a Closed Session discussion was not required, and the following was approved in Open Session:

**(i) Closed Session Minutes - June 20, 2024 (Item 14.1)**

The Closed Session Minutes of June 20, 2024, were approved, as presented.

**(j) ADJOURNMENT (Item 15)**

There being no further business, the Emergency and Community Services Committee be adjourned at 4:53 p.m.

Respectfully submitted,

Councillor A. Wilson, Chair  
Emergency and Community Services  
Committee

Loren Kolar  
Legislative Coordinator  
Office of the City Clerk



# CITY OF HAMILTON

## MOTION

Council Date: September 25, 2024

**MOVED BY COUNCILLOR E. PAULS.....**

**SECONDED BY COUNCILLOR .....**

**Amendment to Item 9(e) of the General Issues Committee Report 24-002, respecting Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1) (Item 10.3(e))**

WHEREAS, at its meeting of January 24, 2024, City Council approved Item 9(e) of General Issues Committee Report 24-002, respecting Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1); and

WHEREAS, the total budget amount for the Westdale Village Business Improvement area, was incorrectly stated as \$131,328, rather than the correct amount of \$131,828;

THEREFORE, BE IT RESOLVED:

That Item 9(e) of the General Issues Committee Report 24-002, respecting Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1) (Item 10.3(e)), be **amended**, as follows:

**9. Business Improvement Areas - 2024 Proposed Budgets and Schedule of Payments (Item 10.3)**

**(e) Westdale Village Business Improvement Area Proposed Budget and Schedule of Payments (PED24014) (Ward 1) (Item 10. 3(e))**

- (a) That the 2024 Operating Budget for the Westdale Village Business Improvement Area, attached as Appendix “J” to GIC Report 24-002, in the amount of \$131,~~3~~28 be approved;
- (b) That the levy portion of the Operating Budget for the Westdale Village Business Improvement Area in the amount of \$131,~~3~~28 be approved;
- (c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, The *Municipal Act, 2001*, to levy the 2024 Budget as referenced in Recommendation of Report PED24014;

(d) That the following schedule of payments for 2024 be approved:

- (i) February \$65,914;
- (ii) June \$65,914;

Note: Assessment appeals may be deducted from the levy payments.

Attachment:

Amended Appendix J to GIC Report 24-002

## 2024 Westdale Village Business Improvement Area Budget

### Revenue:

\$131,828 – 2024 Tax Levy

### Expenses:

*Staffing*

\$43,000

*Special Events*

\$37,703

*Marketing*

\$31,125

*Office Expenses*

\$1,000

*Beautification*

\$15,000

*Casual Labour*

\$2,000

*Contingency*

\$2,000

# CITY OF HAMILTON

## MOTION

Council Date: September 25, 2024

**MOVED BY COUNCILLOR T. JACKSON.....**

**SECONDED BY COUNCILLOR .....**

**Halton-Hamilton Water Source Protection Committee – Resignation**

WHEREAS, the meetings of the Halton-Hamilton Water Source Protection Committee conflict with the City of Hamilton’s Standing Committee and Council meetings.

THEREFORE, BE IT RESOLVED:

That Council accept Councillor McMeekin’s resignation from the Halton-Hamilton Water Source Protection Committee, effective immediately.

# CITY OF HAMILTON MOTION

Council: September 25, 2024

**MOVED BY COUNCILLOR T. JACKSON.....**

**SECONDED BY COUNCILLOR.....**

**Swansea Tenants Association Committee – Thanksgiving Dinner (Ward 6)**

WHEREAS, the Swansea Tenants Association Committee (all Volunteers) at 801 Upper Gage Avenue in Ward 6, have planned a Thanksgiving Dinner for 100 to 150 tenants on Saturday, October 5, 2024;

WHEREAS, the Swansea Tenants Association Committee will be delivering meals to shut ins and waiving the customary fee in order for more tenants to participate;

WHEREAS, the Policy and Guidelines For Eligible Expenses for Elected Officials states Sponsorships / Donations are limited to \$350 per named organization per year;

WHEREAS, this request exceeds the maximum for the following reasons: (1) Providing support for an Event Organized by a Volunteer Association in a CityHousing Hamilton (CHH) building; (2) without this supportive funding many tenants would potentially not be able to afford the dinner and feel isolated during this special social event time in the building; and (3) it's a one-time Request.

THEREFORE, BE IT RESOLVED:

- (a) That for this one time exception, the maximum noted in the Policy and Guidelines For Eligible Expenses for Elected Officials, be waived;
- (b) That an upset limit of \$1,300 be allocated from the Ward 6 Operating Budget Dept ID #300045 to the Swansea Tenants Association Committee for the Thanksgiving Dinner for Swansea Tenants on Saturday, October 5, 2024; and
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

# CITY OF HAMILTON MOTION

Council Date: September 25, 2024

**MOVED BY COUNCILLOR M. FRANCIS.....**

**SECONDED BY COUNCILLOR .....**

**Request for the Mayor to Reverse the Mayoral Decision Respecting Affordable Housing at 5 & 13 Lake Ave. South**

WHEREAS, on March 27, 2024, City Council officially voted to deny the conversion of the 5 & 13 Lake Ave S. parking lots to affordable housing;

WHEREAS, the Lobbyist Registrar’s report states that Mayor Horwath was communicated to about legislation in the following way “find a workaround in relation to the defeat of the staff proposal to make available parking lots on Lake Ave South in Stoney Creek”;

WHEREAS, Mayor Andrea Horwath’s Mayoral Decisions, dated March 28, 2023, overturned City Council's decision to deny the conversion of the parking lot using Strong Mayor Powers;

WHEREAS, the Lobbyist Registrar has determined that the lobbying efforts related to the complaint, contravened the City of Hamilton’s Lobbyist Registry Bylaw;

WHEREAS, according to Strong Mayors, *Building Homes Act, 2022*, S.O. 2022, c. 18 – Bill 3 Section 284.14 maintains that a veto decision must be made in good faith;

WHEREAS, Hamilton City Council approved the 2023-2026 Office of the Auditor General Work Plan (Report AUD23012) which included a Housing Services Audit; and

WHEREAS, the Office of the Auditor General is the administrator of the City of Hamilton’s Fraud and Waste Hotline, the scope of which includes procurement irregularities.

THEREFORE, BE IT RESOLVED:

- (a) That Council request to Mayor Horwath to reverse her decision to use Strong Mayor Powers for the overturning of Council's decision to deny affordable housing on 5 & 13 Lake Ave. South;
- (b) That the Office of the Auditor General review the Lobbyist Registrar’s Report respecting the Inquiry re: Graham Cubitt – DBG-LRI-2024-01 and include any related risk mitigation measures and impacts of the findings, as they related to the upcoming Housing Services Audit, per the Council-Approved 2023-2026 Office of the Auditor General Work Plan (Report AUD23012) in the Auditor General’s report; and

- (c) That the Office of the Auditor General investigate the issues and findings contained in Lobbyist Registrar's Report re: Inquiry re: Graham Cubitt – DBG-LRI-2024-01, with recommendations related to understanding any risks associated with subsequent events and related procurements.

# COUNCIL COMMUNICATION UPDATES

**September 6, 2024 to September 19, 2024**


Council received the following Communication Updates during the time period listed above, the updates are also available to the public on City's website, as per Section 5.18 of By-law 21-021 (A By-Law To Govern the Proceedings of Council and Committees of Council) a member of Council may refer any of the items listed below, to a Standing Committee by contacting the Clerk and it will be placed on the next available agenda of the respective Standing Committee.

Item Number	Date	Department	Subject
1	September 6, 2024	Healthy and Safe Communities	Provincial Centralized Intake Update and Regulatory Changes Taking Effect October 1, 2024
2	September 9, 2024	Public Works	Crime Prevention Through Environmental Design at Escarpment Stairs Locations (ES2405) (City Wide)
3	September 10, 2024	Corporate Services	Education and GO Transit Development Charges Updates and Launch of a Development Charges Rates and Rules Online Tool (City Wide)
4	September 12, 2024	Planning and Economic Development	Common House Cafe at City Hall (City Wide)
5	September 17, 2024	Healthy and Safe Communities	Community Safety and Well-Being Plan: Gender Based Safety Audit (City Wide)
6	September 17, 2024	City Manager's Office	City Enrichment Fund - Bridge and Appeals Process (City Wide)





## COMMUNICATION UPDATE

<b>TO:</b>	Mayor and Members City Council
<b>DATE:</b>	September 6, 2024
<b>SUBJECT:</b>	Provincial Centralized Intake Update and Regulatory Changes Taking Effect October 1, 2024
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Stuart Beumer Director, Ontario Works Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

The purpose of this Communication Update is to advise Council of an announcement that the Province made today.

Today, the Province announced the next phase of its social assistance renewal plan, taking effect October 1, 2024. The changes involve the province taking on increased responsibilities related to Ontario Works applications and initial eligibility decisions.

The province is refining the current Centralized Intake model to simplify and standardize the application process and initial eligibility determination for Ontario Works. This is intended to reduce the local administrative burden and allow municipalities to focus more on providing impactful, person-centered support to Ontario Works participants. The City of Hamilton was selected to be part of the first phase to implement these changes beginning October 1, 2024, along with nine other municipalities. Full implementation across the province is expected to be completed in stages throughout 2025.

The province is making regulatory changes to facilitate this increased role pertaining to local Ontario Works service delivery. This means that the Ministry's Intake and Benefit Administration Unit (IBAU) will be responsible for making initial eligibility decisions for Social Assistance Digital Applications (SADA), issuing decision letters on these applications, authorizing initial Ontario Works payments for Social Assistance Digital Application (SADA) applications, and taking responsibility for reviewing and defending these decisions through appeal processes.

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OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Provincial Centralized Intake Update and Regulatory Changes Taking Effect October 1, 2024 (City Wide) - Page 2 of 2**

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City of Hamilton Ontario Works staff will continue to be responsible for emergency assistance, temp care assistance, and applicants under 18. City staff will also continue to be responsible for ongoing eligibility determination, benefits administration, and case management support to clients.

The Ministry of Children, Community and Social Services has also confirmed that there will be no impact on cost-sharing or funding arrangements because of these changes or the supporting regulatory amendments. The province recognizes that the Ontario Works caseloads have been increasing since the pandemic, therefore this change will enable case managers to continue offering valuable assistance to applicants, allowing them to focus more on impactful, person-centered support. This approach aims to accelerate pathways to employment and financial independence while helping meet provincial service contract targets. Additionally, case managers will provide a seamless approach, offering information and guidance on online and phone applications.

This is a further step towards the provincial vision for Social Assistance reform that includes modernized, centralized, and streamlined processes to support the administrative delivery of the program while increasingly focusing our municipal role on supporting people with person-centered case management supports.

This provincial decision has come to us with limited notice, and we will be working with provincial officials, staff, and our community partners to understand the documents and prepare for changes happening October 1st. We remain committed to supporting residents in accessing the financial support and benefits that they are entitled to and rely upon under the Ontario Works program.

We will continue to keep Council members updated on these changes and their impact, and how residents can be supported in accessing Ontario Works assistance.

Should you have any further questions on the above, please contact Stuart Beumer, Director, Ontario Works Division at [stuart.beumer@hamilton.ca](mailto:stuart.beumer@hamilton.ca) or 365-323-2173.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" - Ministry of Children, Community and Social Services Memo

Appendix "B" - Ministry of Children, Community and Social Services Questions and Answers

**Ministry of Children,  
Community and Social Services**

**Ministère des Services à l'enfance  
et des Services sociaux et  
communautaires**



Social Assistance Programs  
Division

Division des programmes d'aide  
sociale

Social Assistance Central  
Services Branch

Direction des services centralisés en  
matière d'aide sociale

2 Bloor Street West, 24th Floor,  
Toronto, Ontario M7A 1E9

2, rue Bloor ouest, 24e étage, Toronto  
(Ontario) M7A 1E9

September 6, 2024

**MEMORANDUM TO:** Commissioners and CAOs of all CMSMs and DSSABs

**FROM:** Dr. Andres Laxamana, Director, Social Assistance Central  
Services Branch

**SUBJECT:** **Centralized Intake Update and Regulatory Changes**

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Ontario remains committed to building a more responsive, efficient, and person-centred social assistance system that lifts people up and leaves no one behind. To this end, the Ministry of Children, Community and Social Services has prioritized the improvement of our social assistance programs, particularly on the improvement of Centralized Intake for Ontario Works.

Further to our communication on August 31, 2023, I am sharing another update on this important work.

As part of the work to complete Centralized Intake, the ministry intends to make a regulatory change that will designate the Ministry as the Ontario Works delivery agent and designate Consolidated Municipal Service Managers (CMSMs) and District Social Service Administration Boards (DSSABs) as delivery partners in 10 geographic areas of the province. The ministry will be responsible for initial eligibility decisions, including authorization of initial payment and notifying applicants in 10 areas of the province. The intake model will focus on promoting a "digital first" experience, reducing time consuming and manual tasks and rules, and increasing automation. This will allow municipalities to focus more on providing impactful, person-centred supports.

The ministry also recently made technical amendments to Ontario Regulation 135/98 (Administration and Cost Sharing) to maintain the cost-sharing relationship that currently exists between the ministry, municipalities, and DSSABs when the ministry

becomes the delivery agent and they become delivery partners. There are no impacts at this time to cost sharing or funding arrangements as a result of the amendments.

### **What will this look like?**

The implementation of Centralized Intake will be iterative and will build on what we learn from the experiences of municipalities and DSSABs. Full implementation, across the province, will be completed in 2025.

The ministry will handle initial eligibility decisions for most applications, excluding a few specific types. Municipalities will continue to manage emergency assistance and temporary care assistance as well as under 18 applications and ongoing eligibility reviews. Decisions made by delivery partners will be deemed to be those of the Ministry's Ontario Works administrator.

This is a critical step towards building a more responsive, efficient, and person-centered social assistance system that focuses on people by giving them more one-on-one support from case workers, resulting in a faster pathway to employment and financial independence.

While we acknowledge previous challenges in the journey so far, we remain committed to learning from our experiences to ensure these exciting changes bring meaningful improvements for both you and the individuals we serve. We will continue to work with municipal and DSSAB partners to ensure we are well-positioned to address any challenges efficiently and effectively.

Attached is a question-and-answer document to support discussions with your municipal councils and partners, answer questions, and help identify any concerns. Please reach out to me at [Andres.Laxamana@ontario.ca](mailto:Andres.Laxamana@ontario.ca) or Helene Fredette at [Helene.Fredette@ontario.ca](mailto:Helene.Fredette@ontario.ca) if you have any questions about these changes.

This work would not be possible without the close collaboration of municipalities and DSSABs across the province. I look forward to continuing to work together with you toward our common goal of creating a more efficient, effective, and streamlined social assistance system that supports Ontarians who need it most.

Sincerely,  
Andres Laxamana



Dr. Andres Laxamana  
Director

**Attachments:**

- Questions and Answers

**Copy:**

- CMSM and DSSAB Ontario Works Administrators

## MINISTRY OF CHILDREN, COMMUNITY AND SOCIAL SERVICES

### Centralized Intake Update

#### Questions and Answers

#### What is Centralized Intake?

Centralized Intake is a process designed to simplify the Ontario Works application process for clients and streamline municipal administrative burden by transferring the responsibility for making initial eligibility decisions on Ontario Works applications and notifying applicants from Consolidated Municipal Service Managers (CMSMs) and District Social Services Administration Boards (DSSABs) to the province.

#### Why is intake being centralized for Ontario Works?

The Ontario Government remains committed to a more efficient social assistance system that focuses on people and helps them achieve sustainable employment and independence, where possible. Centralized intake aims to:

- Improve the applicant experience through a fast, seamless, modernized intake experience,
- Reduce the administrative burden for clients and staff,
- Deliver a consistent and accountable process,
- Free up municipal capacity to focus on high impact person supports, and
- Reduce duplication of work between the Ministry and Municipalities.

#### How will people apply for Ontario Works when the Centralized Intake model is implemented?

In the updated process online applications and phone applications will continue to be utilized as the main method for applying:

1. **Online Application:** Applicants can still apply online through the official website. This method remains convenient and accessible.
2. **Phone Application:** Applicants can continue to apply over the phone by calling ServiceOntario. Trained staff will continue to guide them through the application process.
3. **In-person applications:** Cohort 1 in-person services will be via ODSP offices. If/when an applicant shows up in the local ODSP office, they will be provided the information on how to apply online or via phone. Centralized intake staff will be responsible for any appointments that are required for Ontario Works applicants. Applicants will have access to a phone and/or public access

terminal via ODSP offices to begin the application process. The long-term solution for in-person services is to be determined.

**Is there an in-person option for clients who visit an Ontario Works office to apply for Ontario Works?**

As part of our commitment to a seamless experience, we are implementing a “no wrong door” approach with municipal offices. While local municipal offices will no longer accept applications directly, they will continue to provide valuable assistance to applicants. Specifically, they can offer information and guidance regarding the online and phone application processes.

**Which geographic areas are impacted by these changes?**

Centralized Intake will be implemented across all 47 geographic areas of the province. An initial 10 sites will be impacted by these changes, with more sites to come on board later, with the date and time to be determined. The initial 10 sites which will go-live this Fall 2024 include:

- City of Brantford
- City of Hamilton
- City of Kawartha Lakes and County of Haliburton
- City of Peterborough and County of Peterborough
- County of Northumberland
- District Municipality of Muskoka
- Norfolk County and Haldimand County
- Regional Municipality of Niagara
- Regional Municipality of Peel
- Regional Municipality of York

**Which elements of intake is the province taking on as part of this work?**

The ministry will handle initial eligibility decisions for most applications, excluding a few specific types. Municipalities will continue to manage emergency assistance and temporary care assistance as well as under 18 applications and ongoing eligibility reviews.

We will further clarify roles and responsibilities between the province, municipalities and District Social Services Administration Boards (DSSABs) as we mature the model to further improve and streamline the delivery of social assistance.

**What is the longer-term plan for having the province take on all intake decisions across the province?**

Full implementation, across the province, will be completed in 2025. We will keep you updated as work progresses over the coming weeks and months.

**How is the province collaborating with municipalities and DSSABs to improve and enhance centralized intake?**

We continue to actively engage our municipal and DSSAB partners to ensure that we remain aligned on this collaborative approach to improve our program delivery to best support Ontarians. Building on past feedback received from engagement tables, user research and our municipal partners, our goal is to empower municipal governments to prioritize person-centered services.

**How will the ministry be engaging ODSP staff?**

While there will be minimal impact on their day-to-day activities, we are committed to supporting ODSP teams during this transition, and operational readiness and change management processes are being developed. This includes:

- ODSP onsite visits for the 10 offices to socialize IBAU processes, meet and greets with staff, and providing an opportunity for questions and answers,
- Providing job aids and resources to support Ontario Works/Centralized intake related questions and to potential support walk-ins,

**Will municipalities still be asked to deliver “life stabilization” (person-centered) supports for ODSP clients, or to people in crisis or who are supported by other municipal programs?**

No. The province will be taking on the Centralized Intake function, but there will be no realignment of the delivery of person-centered supports. Provincial local offices will continue to deliver person-centered supports to ODSP clients and municipalities will continue to deliver person-centered supports to Ontario Works clients.

Moving forward, we will continue to work with municipal partners to focus on helping Ontario Works clients achieve sustainable employment and independence.

**Will there be impacts to First Nations delivery agents?**

These changes do not impact First Nations Ontario Works delivery.



**How will this impact my funding?**


There are no impacts at this time to funding arrangements as a result of the amendments. Recognizing that the Ontario Works caseload has been increasing since the pandemic, we are updating municipal funding allocations for 2025. No municipalities will experience a reduction.

**Who should I contact if I have additional questions?**

If you have any questions, please speak with your manager or you can send an email to [ci.communications@ontario.ca](mailto:ci.communications@ontario.ca).



## COMMUNICATION UPDATE

<b>TO:</b>	Mayor and Members City Council
<b>DATE:</b>	September 9, 2024
<b>SUBJECT:</b>	Crime Prevention Through Environmental Design at Escarpment Stairs Locations (ES2405) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Cynthia Graham Director, Environmental Services Division Public Works Department
<b>SIGNATURE:</b>	

### PURPOSE

To update City Council on actions taken as directed through the approval of the Crime Prevention Through Environmental Design (CPTED) Recommendation Report PW23075 on December 4, 2024.

### INFORMATION

Since Report PW23075 was approved, staff have been working to implement a series of actions to improve safety and security at the City-owned escarpment stairs across the City. The stair locations identified in the report are located at Chedoke, Dundurn, James, Kenilworth/Margate, and Wentworth Streets.

To date, staff have completed many of the actions, including increases to maintenance inspections, vegetation removal and trimming, and upgrades of the lighting systems to LED lighting.

The other actions outlined in Report PW23075 are in progress. Of note, security guard patrols at the five escarpment stairs began on July 29, 2024 and will run seven days a week from 5:00 p.m. to 1:00 a.m. This program is being coordinated the City's Corporate Safety & Security office, and Councillors and residents will see uniformed security guards patrolling each of the five the staircases during this time. The team that is deployed in the delivery of this program includes two security guards that patrol the

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**SUBJECT: Crime Prevention Through Environmental Design (CPTED) at Escarpment Stairs Locations (ES2405) (City Wide) - Page 2 of 2**

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entire run of each staircase, and also maintain a visual presence at staging points as residents use the stairs for transportation and recreation purposes. The team is supported logistically by a marked security vehicle that is used for transportation between locations and for a rehabilitation environment to warm up, cool down, and for breaks during the shifts.

Corporate Safety & Security is setting up a test for new security cameras at the Wentworth Street stairs starting in the third quarter of 2024. These cameras will run on special hybrid power units and will help us evaluate their effectiveness in that area without needing extra power and data lines. This test will give us more information about how useful the cameras are for safety, how well they work in that environment, and how strong they are in places with limited technology.

Corporate Safety & Security will provide future updates regarding the escarpment security guard patrols, as well as the CCTV pilot project through its 2024 Annual Report expected in Q2 of 2025.


If you have any questions regarding this Communication Update, please contact Indra Maharjan, Director, Corporate Facility and Energy Management at [Indra.Maharjan@hamilton.ca](mailto:Indra.Maharjan@hamilton.ca) regarding any corporate security items. For any other questions, please contact Cynthia Graham, Director, Environmental Services at [Cynthia.Graham@hamilton.ca](mailto:Cynthia.Graham@hamilton.ca).

**APPENDICES AND SCHEDULES ATTACHED**

N/A



## COMMUNICATION UPDATE

<b>TO:</b>	Mayor and Members City Council
<b>DATE:</b>	September 10, 2024
<b>SUBJECT:</b>	Education and GO Transit Development Charges Updates and Launch of a Development Charges Rates and Rules Online Tool (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Kirk Weaver Acting Director, Financial Planning, Administration and Policy Corporate Services Department
<b>SIGNATURE:</b>	

### Background

The City of Hamilton imposes development charges to recover growth-related costs associated with the capital infrastructure within our community. These one-time fees paid by developers at the time a building permit is issued, help pay for municipal services to new developments, such as roads, transit, water and sewer infrastructure, community centres and fire and police facilities.

Development charges ease the financial burden on taxpayers to fund new services as a result of growth. Without development charges, the costs for additional infrastructure would be at the expense of existing property owners in the form of higher property taxes and user fees. Most municipalities in Ontario leverage development charges.

School Boards and Metrolinx, an agency of the Province of Ontario, also have the authority to impose development charges. The City collects the development charges on behalf of these entities. The City has no authority and/or influence related to decisions made by these entities regarding their respective development charges.

Changes to the development charge rates are indexed/become effective on different dates.

The purpose of this Communication Update is to inform Council about important information related to development charges in Hamilton, including:

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**SUBJECT: Education and GO Transit Development Charges Updates and Launch of a Development Charges Rates and Rules Online Tool (City Wide) – Page 2 of 3**

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- Recent School Board approved changes to Education development charges;
- Annual indexing of GO Transit development charges, and;
- Launching of a City-developed tool to aid citizens and property developers in determining which development charge rates may apply to their project.

**City Development Charges**

The City of Hamilton’s 2024 Development Charge By-law 24-072 was passed on May 8, 2024 with an effective date of June 1, 2024. (<https://www.hamilton.ca/build-invest-grow/planning-development/development-charges/development-charges>)

**Recent School Board Approved Changes to Education Development Charges**

The Hamilton-Wentworth District School Board (Public Education) adopted a new Education development charge By-law on June 17, 2024 with an effective date of July 1, 2024. Tables 1 and 2 illustrate the current and new Public Education development charge rates based on a single-detached dwelling.

The Hamilton-Wentworth Catholic District School Board (Catholic Education) adopted a new Education development charge By-law on June 11, 2024 with an effective date of July 1, 2024. Tables 1 and 2 illustrate the current and new Catholic Education development charge rates based on a single-detached dwelling.

**Table 1: Summary of GO Transit and Education Development Charges Rates for the Construction of a Single-Detached Dwelling**

<b>Development Charge Type</b>	<b>Date of Rate Change</b>	<b>Old Rate</b>	<b>New Rate</b>	<b>Change (brackets reflect decrease)</b>
GO Transit <sup>[1]</sup>	July 6, 2024	\$357	\$386	\$29
Public Education <sup>[2]</sup>	July 1, 2024	\$1,573	\$1,873	\$300
Catholic Education <sup>[2]</sup>	July 1, 2024	\$1,701	\$1,539	(\$162)

[1] The rate for other residential unit types was included in Report FCS23103(b)

[2] The rate for all dwelling unit types is the same as the rate for singles

**Table 2: Summary of GO Transit and Education Development Charges Rates for the Construction of a Non-Residential Development (Per Sq. Ft.)**

<b>Development Charge Type</b>	<b>Date of Rate Change</b>	<b>Old Rate</b>	<b>New Rate</b>	<b>Change</b>
GO Transit	July 6, 2024	N/A	N/A	N/A
Public Education	July 1, 2024	\$0.50	\$0.60	\$0.10
Catholic Education	July 1, 2024	\$0.55	\$0.65	\$0.10

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**SUBJECT: Education and GO Transit Development Charges Updates and Launch of a Development Charges Rates and Rules Online Tool (City Wide) – Page 3 of 3**

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**Launching of a City-developed Tool to Aid Property Developers in Determining which Development Charge Rates may Apply to Their Project**

The different indexing dates for the different types of development charges create the need for multiple development charge pamphlets (the document that the City's development charges team posts to the City's development charge webpage summarizing rates and rules in effect).

On the City's website, there are pamphlets for the periods June 1 to June 30, 2024, July 1, 2024 to July 5, 2024 and July 6, 2024 to May 31, 2025. City development charges are further complicated by the fact that there is a Provincially-legislated development charge rate lock-in at historical rates when there is a relevant site plan application / zoning by-law amendment application made on or after January 1, 2020.

City staff recognize this process can be arduous for local developers. In alignment with the Term of Council Priority regarding Responsiveness and Transparency, City staff are streamlining the process and better supporting our valued partners, by creating an online tool that will be made available on the City's development charge webpage. The tool will help determine which development charge pamphlet is applicable for each of the City developments charges, GO Transit development charges and Education development charges. Staff will be advising the development community of this new tool through various communication networks such as the Development Liaison Group (DILG).

The Development Charges Rates and Rules online tool and other resources including development charge pamphlets can be found at <https://www.hamilton.ca/build-invest-grow/planning-development/development-charges/development-charges>.



For more information, please contact Kirk Weaver, Acting Director, [Kirk.Weaver@hamilton.ca](mailto:Kirk.Weaver@hamilton.ca) or Alex Di Domenico, Senior Financial Analyst, [Alexandra.DiDomenico@hamilton.ca](mailto:Alexandra.DiDomenico@hamilton.ca) – Financial Planning, Administration and Policy Division.

**APPENDICES AND SCHEDULES ATTACHED**

N/A



## COMMUNICATION UPDATE

<b>TO:</b>	Mayor and Members City Council
<b>DATE:</b>	September 12, 2024
<b>SUBJECT:</b>	Common House Cafe at City Hall (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Norm Schleeahn Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	
<b>SUBMITTED BY:</b>	Indra Maharjan Director, Corporate Facilities and Energy Management Public Works Department
<b>SIGNATURE:</b>	

The purpose of this Communication Update is to advise Council that a new tenant will be occupying the current lunchroom on the first floor of City Hall effective October 2024.

Following March 2020 and the start of the COVID-19 pandemic, the previous tenant at City Hall vacated the space following the expiration of their lease. Led by Corporate Facilities and Corporate Real Estate, an extensive search ensued to secure a new tenant to no avail. Limitations on hours of operation and no cooking on-site, posed challenges for the extensive list of vendors touring the location. Paralleling the Economic Development Action Plan, to foster and grow small business initiatives the Hamilton Business Centre worked with Corporate Facilities and Corporate Real Estate to put forth a winning program model.

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In the spring of 2024, Corporate Facilities put forward two options to fill this vacant space before Senior Leadership Team. One option was an external tenant, the other the Hamilton Business Centre Common House Café/ program. With both applications providing similar investment, the Hamilton Business Centre Common House Cafe was unanimously selected as the preferred model by Senior Leadership Team. Capital investment was comparable; however, the Hamilton Business Centre program leveraged a unique opportunity through partnership with the Ministry of Economic Development Job Creation and Trade to expand programming within the food sector and expand community partnerships. This innovative space will provide a vibrant, inclusive, and community focused program, while advancing economic development needs and supports for Hamilton small business sector. Partnerships with local not-for-profit agencies will also see this model providing value hands-on training experience for those seeking employment.

The Common House Cafe will serve as a hub for nurturing entrepreneurial talent by offering workshops, mentorship programs, and expanding employment opportunities for those interested in the food service industry. The Café will feature training sessions focused on essential skills for running a successful enterprise and create a valuable resource for both new and seasoned entrepreneurs. It will support Hamilton's new and expanding food businesses with dynamic programming, mentorship, food sales, and commercialization opportunities. The model will also provide licenced food entrepreneurs a space to start-up or grow an existing business, while also providing Monday-to-Friday food service to City Hall and surrounding buildings.

Corporate Facilities will continue to manage the space with the support of Planning and Economic Development to manage business development services for all vendors and community partners for a three-year term.

To support inspections and tenant occupancy there will be a temporary closure of the current lunchroom. Once operational, staff will be permitted to bring prepared lunches into the space, however, there will be no faculties for staff to store or heat items.

If you require any further information on the above matter, please contact Kristin Huigenbos, Coordinator Small Business Enterprise Centre by e-mail at [Kristin.Huigenbos@Hamilton.ca](mailto:Kristin.Huigenbos@Hamilton.ca) or at (905) 546-2424 Ext. 4110.

#### **APPENDICES AND SCHEDULES ATTACHED**

Not Applicable.





## COMMUNICATION UPDATE

<b>TO:</b>	Mayor and Members City Council
<b>DATE:</b>	September 17, 2024
<b>SUBJECT:</b>	Community Safety and Well-Being Plan: Gender Based Safety Audit (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Brenda Bax Acting Director, Children's, and Community Services Division, Healthy and Safe Communities
<b>SIGNATURE:</b>	<i>BBax</i>

The purpose of this communication update is to provide the Mayor and Council with information on the progress of the Gender-Based Safety Audit initiative as part of Hamilton's Community Safety and Well-Being Plan approved by Council in September 2023.

The YWCA Hamilton is leading this initiative working closely with City staff. This initiative is one of many ways the City is enhancing community-driven solutions to safety and well-being, with the aim of ensuring all residents feeling safe, having a sense of belonging, and can meet their needs through use of public spaces and amenities within the community. The initiative is currently in the invitation and data collection phases and has reached one hundred communities across the city.

Building on the Community Safety and Well-Being Plan's priority areas, and as reported to Council as part of the CSWB annual update in May 2024, (HSC24015) the Gender Based Safety Audit is prioritizing connection with communities who face a number of systemic and institutional barriers to inclusion in social life. This isolation compounds their lack of safety. As such the audit is engaging women, girls, and gender diverse people from a range of communities including:

- Community groups and more formal organizations
- Cultural groups
- Faith groups
- Indigenous communities
- Newcomers and refugees
- People who are unhoused or precariously housed

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**SUBJECT: Community Safety and Well-Being Plan: Gender Based Safety Audit  
(City Wide) - Page 2 of 2**

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- People who use drugs
- Preschool children
- Youth

Communities are sharing their ideas, feedback, and questions through various methods such as onsite tours of physical spaces, through focused conversations in local gatherings, and/or in creative art projects, such as storytelling circles and photos. Communities will be participating in the project through late Fall 2024.

The YWCA is working closely with City departments to enhance efforts. To date, the departments and divisions identified and engaged to support the project include:

- Healthy and Safe Communities - Children's and Community Services, Housing Services, Recreation
- Planning and Economic Development – Tourism and Culture, Economic Development
- Public Works – Parks, Transit

YWCA will be hosting a community event on November 4<sup>th</sup>, 2024, to bring communities, decision-makers, leaders, and others together to discuss and learn more about the collective efforts to support a safe and healthy Hamilton.

YWCA will submit a full report, including identified themes, recommendations, and community actions from the audit to Emergency and Community Services Committee in January 2025.

If you have any questions or require additional information, please contact Brenda Bax, Acting Director, Children's, and Community Services Division, at [Brenda.Bax@hamilton.ca](mailto:Brenda.Bax@hamilton.ca) or by telephone at 905-973-4463.

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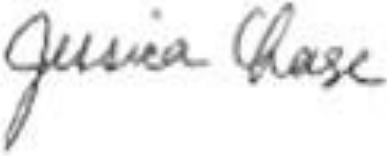
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## COMMUNICATION UPDATE

<b>TO:</b>	Mayor and Members City Council
<b>DATE:</b>	September 17, 2024
<b>SUBJECT:</b>	City Enrichment Fund - Bridge and Appeals Process (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Jessica Chase Acting Director Government Relations and Community Engagement City Manager's Office
<b>SIGNATURE:</b>	

This communication update is to provide Council with the results of the City Enrichment Fund Bridge and Appeals process which was approved by Council July 12, 2024, and open to the public for applications from July 25 – August 22, 2024.

### Background

The City Enrichment Fund (CEF) program annually invests in local charities, non-profit and grassroots organizations that deliver programs and services to citizens in Hamilton across seven sector areas. At the May 13, 2024, Grants-Sub Committee meeting, staff were directed to report back with a recommended appeals process for CEF and additional funding that may be required.

At the July 3, 2024, Grants-Sub Committee meeting staff presented two processes that were designed to address shortfalls in 2024 funding levels that are largely due to the overall increase in passing applications and impacts of the new CEF funding model. Staff recommended two opportunities for additional one-time funding during the CEF transition period. To address community concerns in an equitable manner, all 2024 CEF applicants were eligible to apply to either the Bridge or Appeals processes.

The Director of Government Relations and Community Engagement received one-time delegated authority to approve and enter into funding agreements with the Bridge and

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**SUBJECT: City Enrichment Fund - Bridge and Appeal Process  
(City Wide) - Page 2 of 3**

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Appeals applicants to ensure the timely receipt of funding support ahead of the 2025 CEF funding cycle. Applicants were notified of the Bridge and Appeals funding opportunities by direct email, grant portal updates, and with all information made available through the City Enrichment Fund webpage. Applicants were offered additional support through translation services, fillable forms, online video support, and one-on-one staff meetings.

### **Bridge Funding**

The one-time Bridge process provided additional funding to returning 2024 CEF applicants that received an A rating and received a lower level of funding in 2024 compared to 2023. User friendly applications were submitted online followed by a weekly internal review and approval process. Following the submission of a Bridge application, applicants were notified of results in approximately 5-8 business days.

In total, 46 Bridge applications were submitted and approved with a total \$378,911 in funding provided. Funding for the one-time Bridge process was supported through the City Enrichment Fund Reserve and the Tax Stabilization Reserve.

### **Appeals Funding**

The one-time Appeals process was open to 2024 CEF applicants that experienced unique extenuating circumstances that negatively impacted the success of the submitted application. User friendly applications were submitted during the four-week intake period, with staff assessment and approvals completed within three weeks following the August 22, 2024 application deadline.

In total, 23 Appeal applications were received and 9 Appeal applications were successful with an approved total of \$49,983 in additional funding. The distribution of appeal funds maximizes the \$50,000 available budget and provides impactful funding levels for each passing applicant. Successful appeal applicants with requests of \$5000 or below received 100% of the request, with successful appeal applicants with requests above \$5000 received 75.7%. All Appeals applicants, successful and unsuccessful, were notified of results on September 10, 2024.

Funding for the one-time Appeals process was supported through the Tax Stabilization Reserve.

### **Next Steps**

At the July 3, 2024 Grants-Sub Committee meeting, staff were directed to report back on the permanency of an appeals process to the Grants Sub-Committee in advance of

**SUBJECT: City Enrichment Fund - Bridge and Appeal Process  
(City Wide) - Page 3 of 3**

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the 2025 recommendations. Staff are currently evaluating this process and preparing a recommendation for May, 2025.

Should you require any further information, please contact Andrea Carvalho, Advisor, City Enrichment Fund and Community Outreach by e-mail [Andrea.Carvalho@hamilton.ca](mailto:Andrea.Carvalho@hamilton.ca) or 905-546-2424 ext. 6797.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” – Bridge Funding approved by Acting Director September 2024

Appendix “B” – Appeals Funding approved by Acting Director September 2024

### City Enrichment Fund - Appeal Funding Summary

REF #	CEF	Organization Name	Program Name	Total Program Budget	2024 CEF Funding	Bridge Funding	TOTAL FUNDING
ART - A2 - Bridge	ARTS	Brott Music Festival	2024 Brott Music Festival	\$ 1,656,000	\$ 154,500	<b>\$ 45,500</b>	\$200,000
ART - A7 - Bridge	ARTS	Hamilton Artists Inc.	Arts Operating	\$ 311,033	\$ 52,530	<b>\$ 8,670</b>	\$ 61,200
ART - A8 - Bridge	ARTS	Hamilton Children's Choir	Arts Operating	\$ 710,221	\$ 42,488	<b>\$ 9,777</b>	\$ 52,265
ART - A9 - Bridge	ARTS	Hamilton Festival Theatre Company	Arts Operating (Established & Semi-Professional)	\$ 693,653	\$ 46,350	<b>\$ 13,650</b>	\$ 60,000
ART - A10 - Bridge	ARTS	gritLIT Readers and Writers Festival	gritLIT Festival and Programs 2024	\$ 115,000	\$ 13,133	<b>\$ 3,867</b>	\$ 17,000
<b>ART - A13 - Bridge<sup>1</sup></b>	ARTS	Immigrant Culture and Art Association (ICAA)	City Enrichment Fund Bridge Funding	\$ 114,001	\$ 13,194	<b>\$ 5,500</b>	\$ 18,694
ART - A18 - Bridge	ARTS	Theatre Aquarius	Arts Operating	\$ 4,372,165	\$ 270,375	<b>\$ 79,625</b>	\$ 350,000
ART - A19 - Bridge	ARTS	Tune In Foundation	Annual Operations	\$ 96,200	\$ 18,457	<b>\$ 3,046</b>	\$ 21,503
ART - A20 - Bridge	ARTS	Workers Arts and Heritage Centre	Operating Grant	\$ 493,846	\$ 28,130	<b>\$ 8,284</b>	\$ 36,414
<b>ART - B3 - Bridge<sup>1</sup></b>	ARTS	Festival of Friends	Festival of Friends	\$ 479,000	\$ 77,250	<b>\$ 12,750</b>	\$ 90,000
CCH - A1 - Bridge	CCH	Ancaster Heritage Days	Ancaster Heritage Days 2024 Summer Event	\$ 67,900	\$ 13,081	<b>\$ 7,289</b>	\$ 20,370
CCH - A3 - Bridge	CCH	Dundas Museum and Archives	Discover Your Historical Dundas (Archives Program)	\$ 22,150	\$ 3,142	<b>\$ 1,858</b>	\$ 5,000
CCH - A4 - Bridge	CCH	Pride Hamilton	2024 Pride Festival	\$ 107,500	\$ 18,849	<b>\$ 11,150</b>	\$ 29,999
CS - A2 - Bridge	CS	Good Shepherd Centre Hamilton	Marketplace	\$ 1,652,168	\$ 49,933	<b>\$ 21,067</b>	\$ 71,000
CS - A7 - Bridge	CS	Neighbour to Neighbour Centre	Food Bank	\$ 389,968	\$ 24,456	<b>\$ 4,026</b>	\$ 28,482

Appendix "A" to Council Update - City Enrichment Fund - Bridge and Appeals  
Page 2 of 4

REF #	CEF	Organization Name	Program Name	Total Program Budget	2024 CEF Funding	Bridge Funding	TOTAL FUNDING
CS - A8 - Bridge	CS	Neighbour to Neighbour Centre	Home Delivery	\$ 77,994	\$ 11,657	<b>\$ 5,039</b>	\$ 16,696
CS - B7 - Bridge	CS	Sexual Assault Centre (Hamilton and Area)	Crisis Support Program	\$ 171,667	\$ 15,450	<b>\$ 4,550</b>	\$ 20,000
CS - B8 - Bridge	CS	Sexual Assault Centre (Hamilton and Area)	Abuse Prevention Program	\$ 168,067	\$ 20,085	<b>\$ 5,915</b>	\$ 26,000
CS - B9 - Bridge	CS	Sexual Assault Centre (Hamilton and Area)	Counselling and Advocacy Program	\$ 274,465	\$ 19,313	<b>\$ 3,687</b>	\$ 23,000
CS - B10 - Bridge	CS	Sexual Assault Centre (Hamilton and Area)	Diverse Communities Outreach Program			<b>\$ 3,460</b>	\$ 3,460
CS - C5 - Bridge	CS	Immigrants Working Centre	IWC Childcare Services	\$ 727,014	\$ 19,447	<b>\$ 5,700</b>	\$ 25,147
CS - D1 - Bridge	CS	AY Alternatives for Youth Hamilton	AY Outreach	\$ 142,639	\$ 21,370	<b>\$ 4,977</b>	\$ 26,347
CS - D2 - Bridge	CS	AY Alternatives for Youth	SIY Outreach	\$ 184,789	\$ 32,952	<b>\$ 7,673</b>	\$ 40,625
CS - D3 - Bridge	CS	AY Alternatives for Youth	Parent Education, Support and Skills Development Program	\$ 75,768	\$ 11,601	<b>\$ 2,702</b>	\$ 14,303
CS - E1 - Bridge	CS	Ancaster Community Services	Meals on Wheels	\$ 115,475	\$ 4,303	<b>\$ 1,268</b>	\$ 5,571
CS - E2 - Bridge	CS	Ancaster Community Services	Frozen Meals	\$ 81,570	\$ 5,763	<b>\$ 1,697</b>	\$ 7,460
CS - E3 - Bridge	CS	Ancaster Community Services	Assisted Volunteer Driving Program	\$ 69,580	\$ 7,637	<b>\$ 2,250</b>	\$ 9,887
CS - E6 - Bridge	CS	Dundas Community Services	Services for Seniors	\$ 286,520	\$ 36,514	<b>\$ 10,486</b>	\$ 47,000
CS - E7 - Bridge	CS	Flamborough Connects	Senior Support	\$ 41,692	\$ 2,851	<b>\$ 839</b>	\$ 3,690
CS - E13 - Bridge	CS	St Joseph's Villa	Adult Day Program	\$ 744,609	\$ 15,450	<b>\$ 2,550</b>	\$ 18,000
CS - E14 - Bridge	CS	St. Matthew's House	Seniors in Kitchens	\$ 350,000	\$ 23,175	<b>\$ 2,700</b>	\$ 25,875

Appendix "A" to Council Update - City Enrichment Fund - Bridge and Appeals  
Page 3 of 4

REF #	CEF	Organization Name	Program Name	Total Program Budget	2024 CEF Funding	Bridge Funding	TOTAL FUNDING
CS - F1 - Bridge	CS	Adult Basic Education Association	Lifelong Learning Opportunities and Pathways	\$ 101,470	\$ 6,953	<b>\$ 2,047</b>	\$ 9,000
CS - F2 - Bridge	CS	Ancaster Community Services	Youth Engagement Program	\$ 114,300	\$ 11,974	<b>\$ 3,526</b>	\$ 15,500
CS - F3 - Bridge	CS	Ancaster Community Services	Community Outreach	\$ 256,830	\$ 29,192	<b>\$ 8,598</b>	\$ 37,790
CS - F5 - Bridge	CS	Dundas Community Services	Community Outreach	\$ 100,704	\$ 9,003	<b>\$ 2,096</b>	\$ 11,099
CS - F6 - Bridge	CS	Flamborough Connects	Outreach Services	\$ 167,294	\$ 33,037	<b>\$ 9,730</b>	\$ 42,767
CS - F10 - Bridge	CS	Immigrants Working Centre	IWC Employment Services			<b>\$ 10,346</b>	\$ 10,346
CS - F14 - Bridge	CS	Social Planning and Research Council of Hamilton	Social Planning and Research			<b>\$ 10,333</b>	\$ 10,333
CS - G2 - Bridge	CS	Canadian Mental Health Association, Hamilton	Evening Social Recreation Rehabilitation Program	\$ 108,517	\$ 20,611	<b>\$ 6,070</b>	\$ 26,681
CS - G3 - Bridge	CS	Dundas Community Services	Counselling and Referral	\$ 95,227	\$ 5,988	<b>\$ 1,764</b>	\$ 7,752
ENV - A3 - Bridge	ENV	Hamilton-Wentworth Green Venture	NATURhoods: Naturally Adapting to urban Runoff	\$ 132,650	\$ 19,313	<b>\$ 5,687</b>	\$ 25,000
ENV - A4 - Bridge	ENV	Hamilton-Wentworth Green Venture	Experiential Environmental Learning	\$ 123,850	\$ 14,485	<b>\$ 4,265</b>	\$ 18,750
ENV - C1 - Bridge	ENV	Hamilton-Wentworth Green Venture	Building Greenspace Stewardship Capacity	\$ 77,700	\$ 13,326	<b>\$ 3,924</b>	\$ 17,250
ENV - C2 - Bridge	ENV	Hamilton-Wentworth Green Venture	Accelerating Deep Energy Retrofits in Hamilton	\$ 84,480	\$ 18,883	<b>\$ 5,561</b>	\$ 24,444



Appendix "A" to Council Update - City Enrichment Fund - Bridge and Appeals  
Page 4 of 4

REF #	CEF	Organization Name	Program Name	Total Program Budget	2024 CEF Funding	Bridge Funding	TOTAL FUNDING
SAL - D6 - Bridge	SAL	Hamilton Aquatic Club	Jimmy Thompson Swimmer Participation Program	\$ 46,997	\$ 5,794	\$ 1,706	\$ 7,500
SAL - F11 - Bridge	SAL	Knot A Breast	Dragon Boat Sport Development and Wellness Program	\$ 52,897	\$ 5,794	\$ 1,706	\$ 7,500
<b>Total Bridge Funding</b>						<b>\$ 378,911</b>	
<b>Total 2024 CEF and Appeal Funding</b>							<b>\$1,646,700</b>

<sup>1</sup> Funds Owing or/and Pending Submission of additional information

CEF Program Areas	
AGR	Agriculture
ARTS	Arts
CCH	Communities, Culture & Heritage
CS	Community Services
DIG	Digital
ENV	Environment
SAL	Sport & Active Lifestyles

**City Enrichment Fund - Appeal Funding Summary**

REF #	CEF	Organization Name	Program Name	Total Program Budget	2024 CEF Funding	Appeal Funding	TOTAL FUNDING
ART - A22 - Appeals	ART	Arts For All	Annual Operating	\$517,239	\$21,350	<b>\$7,570</b>	\$28,920
ART - A27 - Appeals	ART	Hamilton Arts Council	Hamilton Arts Council - Operating	\$416,645	\$70,091	<b>\$2,103</b>	\$72,194
ART - A32 - Appeals	ART	The Westdale	Arts - Operating	\$1,144,230	\$22,500	<b>\$5,000</b>	\$27,500
ART - A36 - Appeals	ART	Sinfonia Ancaster	Operations Funding	\$99,135	\$3,700	<b>\$5,000</b>	\$8,700
ART - A40 - Appeals	ART	The Harlequin Singers of Hamilton	Harlequin Singers - Concert Series 2024	\$35,974	\$0	<b>\$3,850</b>	\$3,850
<b>CCH - A32 - Appeals<sup>1</sup></b>	CCH	Winona Peach Festival	Winona Peach Festival 2024	\$389,600	\$60,695	<b>\$7,570</b>	\$68,265
CCH - A51 - Appeals	CCH	Festitalia Corporation	Festitalia	\$75,000	\$0	<b>\$10,390</b>	\$10,390
CCH - A58 - Appeals	CCH	Polish Symfonia Choir	Christmas Carols Concert 2024	\$16,948	\$0	<b>\$5,000</b>	\$5,000
CS - H8 - Appeals	CS	Social Planning and Research Council of Hamilton	Hamilton Tastebuds Student Nutrition Program	\$1,087,015	\$23,175	<b>\$3,500</b>	\$26,675
<b>Total Appeal Funding</b>						<b>\$49,983</b>	
<b>Total 2024 CEF and Appeal Funding</b>							<b>\$251,494</b>

<sup>1</sup> Funds Owing or/and Pending Submission of additional information

CEF Program Areas	
AGR	Agriculture
ARTS	Arts
CCH	Communities, Culture & Heritage
CS	Community Services
DIG	Digital
ENV	Environment
SAL	Sport & Active Lifestyles

**Authority:** Item 11(b), Planning Committee Report 24-010 (PED24116)  
CM: July 12, 2024 Ward: 13

**Bill No. 162**

## **CITY OF HAMILTON**

### **BY-LAW NO. 24-**

#### **To Designate Property Located at 291 King Street West, Dundas, City of Hamilton as Property of Cultural Heritage Value**

**WHEREAS** section 29 of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18 authorizes Council of the municipality to enact by-laws to designate property, including all buildings and structures thereon, to be of cultural heritage value or interest;

**AND WHEREAS** Council of the City of Hamilton has received and considered the recommendations of its Hamilton Municipal Heritage Committee pertaining to this by-law, arising from the meeting of the Hamilton Municipal Heritage Committee held on June 24, 2024;

**AND WHEREAS** the Council of the City of Hamilton, at its meeting held on July 12, 2024, resolved to direct the City Clerk to take appropriate action to designate the Property described as 291 King Street West, Dundas, in the City of Hamilton, and more particularly described in Schedule "A" hereto (the "Property"), as property of cultural heritage value or interest, which resolution was confirmed by By-law No. 24-140;

**AND WHEREAS** in accordance with subsection 29(3) of the *Ontario Heritage Act*, Council of the City of Hamilton has caused to be served on the owner of the Property and upon the Ontario Heritage Trust, a Notice of Intention to Designate the Property as being of cultural heritage value or interest, and has caused a Notice of Intention to Designate to be published in a newspaper having general circulation in the municipality, a copy of which is attached hereto as Schedule "B";

**AND WHEREAS** no Notice of Objection to the proposed designation under section 29(5) of the *Ontario Heritage Act* has been served upon the Clerk of the municipality;

**AND WHEREAS** Council has decided to designate the Property in accordance with section 29(8) of the *Ontario Heritage Act*;

**NOW THEREFORE** the Council of the City of Hamilton enacts as follows:

1. A statement explaining the cultural heritage value or interest of the Property, and a description of the heritage attributes of the Property are set out in Schedule “C” hereto.
2. The Property, together with its heritage attributes listed in Schedule “C” hereto, is hereby designated as property of cultural heritage value or interest.
3. The City Clerk is hereby authorized and directed,
  - a. to cause a copy of this By-law, together with the statement of cultural heritage value or interest and description of heritage attributes of the Property, to be served on the Ontario Heritage Trust, the owner of the Property, and any person who served an objection to the Notice of Intention to Designate, by a method permitted by the *Ontario Heritage Act*, and,
  - b. to publish a notice of passing of this By-law in a newspaper having general circulation in the City of Hamilton. Once this By-law comes into force and effect in accordance with the applicable provisions of the *Ontario Heritage Act*, the City Solicitor is hereby authorized and directed to cause a copy of this By-law, together with its Schedules, to be registered against the whole of the Property described in Schedule “A” hereto in the proper registry office.

**PASSED** this 25<sup>th</sup> day of September.

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A. Horwath  
Mayor

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M. Trennum  
City Clerk

To Designate Property Located at 291 King Street West, Dundas, City of Hamilton as Property of  
Cultural Heritage Value

Page 3 of 6

**Schedule "A"**

**To**

**By-law No. 24-162**

**291 King Street West, Dundas  
Hamilton, Ontario**

PIN: 17484-0287 (LT)

Legal Description:

LT 11, BLK 12, PL 1443; DUNDAS CITY OF HAMILTON

**Schedule "B"**

To

**By-law No. 24-162**

**291 King Street West, Dundas  
Hamilton, Ontario**

**Notice of Intention to Designate  
291 King Street West, Dundas**

The City of Hamilton intends to designate 291 King Street West, Dundas, under Section 29 of the *Ontario Heritage Act*, as being a property of cultural heritage value.

**Statement of Cultural Heritage Value or Interest**

The 1849 one-and-a-half-storey stone building at 291 King Street West, Dundas is a representative example of a vernacular worker's cottage. The building was the first to have been built on its block. Circa 1854 it was purchased by Patrick Quinn (circa 1810-1870), who served as Dundas's tax collector from 1855-1862, for use as a rental property. In the early 1860s Quinn faced a lawsuit from the Town of Dundas for having failed to appropriately collect taxes. At this time Margaret Conley, an unmarried Irish immigrant and shop keeper took ownership of the building, continuing to manage it as a rental property. The property has the potential to yield information about the settlement of the Town of Dundas, nineteenth-century women's history, and the nineteenth-century immigrant and working community of Dundas. The property also has historical and contextual value in its role maintaining the historic working-class residential character of downtown Dundas, and is visually and historically linked to its surroundings.

The Statement of Cultural Heritage Value or Interest, Description of Heritage Attributes and supporting Cultural Heritage Assessment may be found online via [www.hamilton.ca](http://www.hamilton.ca) or viewed at the Office of the City Clerk, 71 Main Street West, 1st Floor, Hamilton, Ontario, L8P 4Y5, during regular business hours.

Any person may, within 30 days after the date of the publication of the Notice, serve written notice of their objections to the proposed designation, together with a statement for the objection and relevant facts, on the City Clerk at the Office of the City Clerk.

Dated at Hamilton, this 25th day of July, 2024.



Matthew Trennum  
City Clerk  
Hamilton, Ontario

**CONTACT:** Maryssa Barras, Cultural Heritage Planning Technician,  
E-mail: [maryssa.barras@hamilton.ca](mailto:maryssa.barras@hamilton.ca)

[www.hamilton.ca/heritageplanning](http://www.hamilton.ca/heritageplanning)



**Hamilton**

**Schedule “C”**

**To**

**By-law No. 24-162**

**291 King Street West, Dundas  
Hamilton, Ontario**

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND  
DESCRIPTION OF HERITAGE ATTRIBUTES**

**Description of Historic Place**

The 0.068-hectare property at 291 King Street West, is comprised of a one-and-a-half storey stone cottage constructed circa 1849, located near the northwest corner of King Street West and Peel Street North, in the community of Dundas, in the City of Hamilton.

**Statement of Cultural Heritage Value or Interest**

The physical cultural heritage value of the property lies in its design value as a representative example of a vernacular stone workers cottage constructed circa 1849. The historical value of the property lies in its association with nineteenth-century businesswomen, immigration, and worker housing in Dundas. 291 King Street West was built as a worker’s cottage and was sold circa 1854 to Patrick Quinn (circa 1810-1870) to be used as a rental property. Patrick Quinn was an Irish immigrant, grocer and notable community member who served as Dundas’s tax collector from 1855-1862. 291 King Street West is one of several Dundas rental properties Quinn owned over his lifetime. In 1864, the Town of Dundas brought forward a lawsuit against Patrick Quinn for having failed to appropriately collect property taxes, and this case had longstanding impacts on municipal government proceedings and politics until the late 1860s.

Margaret Conley (circa 1820-1887) was an unmarried woman, Irish immigrant and shop keeper who had business affiliations with Quinn as early as 1861. Conley is believed to have inherited 291 King Street West from Quinn in 1869 as a result of his legal dispute with the Town of Dundas. Conley managed several properties on King, Napier, Peel, Colbourne, and Hatt Streets in Dundas, and managed a grocery store on King Street West. Conley’s affiliation with 291 King Street West offers insight into working women’s history in industrial-era Dundas. Throughout the nineteenth century, tenants of 291 King Street West, including a papermaker and agent, give insight into the growth and immigration of working-class people in Dundas.

The contextual value of the property lies in its role in maintaining the historic working-class residential character of downtown Dundas. The property is historically and visually linked to its surroundings, located along the prominent historic transportation corridor of King Street West, and having been historically rented out to local tradespeople in the nineteenth century. The building's shallow setback grants it a high degree of visibility in the immediate streetscape. As one of several buildings in the area owned by Patrick Quinn and later Margaret Conley, 291 King Street West has additional historical and contextual connections with similar properties in the area. The building is also significant as the first to have been erected on its block, and as one of few buildings on King Street West to have been constructed prior to 1851.

### **Description of Heritage Attributes**

Key attributes that embody the design value of the property as a representative example of vernacular stone workers cottage, and its historical associations with nineteenth-century businesswomen, immigration, and worker housing in Dundas include the:

- Front (south) and side (east and west) elevations of the circa 1849 stone cottage, including its:
  - One-and-one-half storey massing;
  - Side gable roof with flanking brick chimneys and returning eaves;
  - Three-bay symmetrical front façade with central entrance and flanking windows;
  - Even-course cut-stone whirlpool sandstone front façade with corner quoins;
  - Broken-course field stone side elevations;
  - Front entrance with wood door with original doorbell hardware; and,
  - Flat-headed window and door openings with cut-stone voussoirs and stone lug sills.

The front gabled dormer and rear addition are not considered to have cultural heritage value or interest.

Key attributes that embody the contextual value of the property and its role in maintaining the historic residential character of downtown Dundas include its:

- Location fronting onto King Street West; and,
- Shallow setback from the public right-of-way.



**Authority:** Item 2, Planning Committee Report 24-013 (PED24159)  
CM: September 25, 2024 Ward: 8

**Bill No. 163**

**CITY OF HAMILTON**

**BY-LAW NO. 24-**

**To Adopt:**

**Official Plan Amendment No. 213 to the  
Urban Hamilton Official Plan**

**Respecting:**

**1600 Upper James Street  
(former City of Hamilton)**

**NOW THEREFORE** the Council of the City of Hamilton enacts as follows:

1. Amendment No. 213 to the Urban Hamilton Official Plan consisting of Schedule “1”, hereto annexed and forming part of this by-law, is hereby adopted.

**PASSED** this 25<sup>th</sup> day of September, 2024.

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A. Horwath  
Mayor

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M. Trennum  
City Clerk

## Urban Hamilton Official Plan Amendment No. 213

The following text, together with Appendix “A” – Volume 3: Map 2 – Urban Hamilton Site Specific Key Map attached hereto, constitutes Official Plan Amendment No. 213 to the Urban Hamilton Official Plan.

### 1.0 Purpose and Effect:

The purpose and effect of this Amendment is to establish a new Site Specific Policy within the Urban Hamilton Official Plan, to permit a mixed use development with a maximum height of 20 storeys, containing a minimum of three affordable rental units.

### 2.0 Location:

The lands affected by this Amendment are known municipally as 1600 Upper James Street, in the former City of Hamilton.

### 3.0 Basis:

The basis for permitting this Amendment is:

- The proposed development supports the policies of the Urban Hamilton Official Plan, as it contributes to an appropriate range of housing options, makes efficient use of land and existing infrastructure, and contributes to development of transit-supportive densities;
- The proposed development implements the Residential Intensification policies of the Urban Hamilton Official Plan; and,
- The Amendment is consistent with the Provincial Policy Statement, 2020 and conforms to the Growth Plan for the Greater Golden Horseshoe, 2019, as amended.

#### 4.0 Actual Changes:

#### 4.1 Volume 3 – Special Policy Areas, Area Specific Policies, and Site Specific Policies

##### *Text*

##### 4.1.1 Chapter C – Urban Site Specific Policies

- a. That Volume 3: Chapter C – Urban Site Specific Policies be amended by adding a new Site Specific Policy, as follows:

“UHC-13 Lands located at 1600 Upper James Street, former City of Hamilton

1.0 For lands designated “Mixed Use – Medium Density” and located at 1600 Upper James Street, Hamilton, the following policies shall apply:

- a) Notwithstanding Policy E.4.6.8 of Volume 1, additional height up to a maximum of 20 storeys may be permitted, provided compliance with criteria a) through e) of Policy E.4.6.8 of Volume 1 is demonstrated.
- b) A minimum of three *affordable* rental units shall be provided, which shall include at least one, one bedroom unit, one, two bedroom unit and one, three bedroom unit.”

##### *Maps and Appendices*

##### 4.1.2 Maps

- a. That Volume 3: Map 2 – Urban Site Specific Key Map be amended by identifying the subject lands as UHC-13, as shown on Appendix “A”, attached to this Amendment.

#### 5.0 Implementation:

An implementing Zoning By-Law Amendment and Site Plan approval will give effect to the intended uses on the subject lands.

This Official Plan Amendment is Schedule "1" to By-law No. 24-163 passed on the 25<sup>th</sup> day of September, 2024.

**The  
City of Hamilton**


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A. Horwath  
Mayor

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M. Trennum  
City Clerk

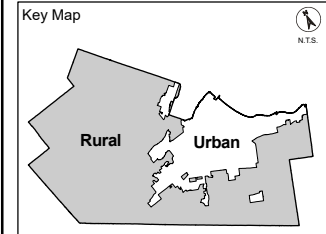
Appendix A  
 APPROVED Amendment No. 213  
 to the Urban Hamilton Official Plan

 Lands to be identified as UHC-13  
 (1600 Upper James Street)

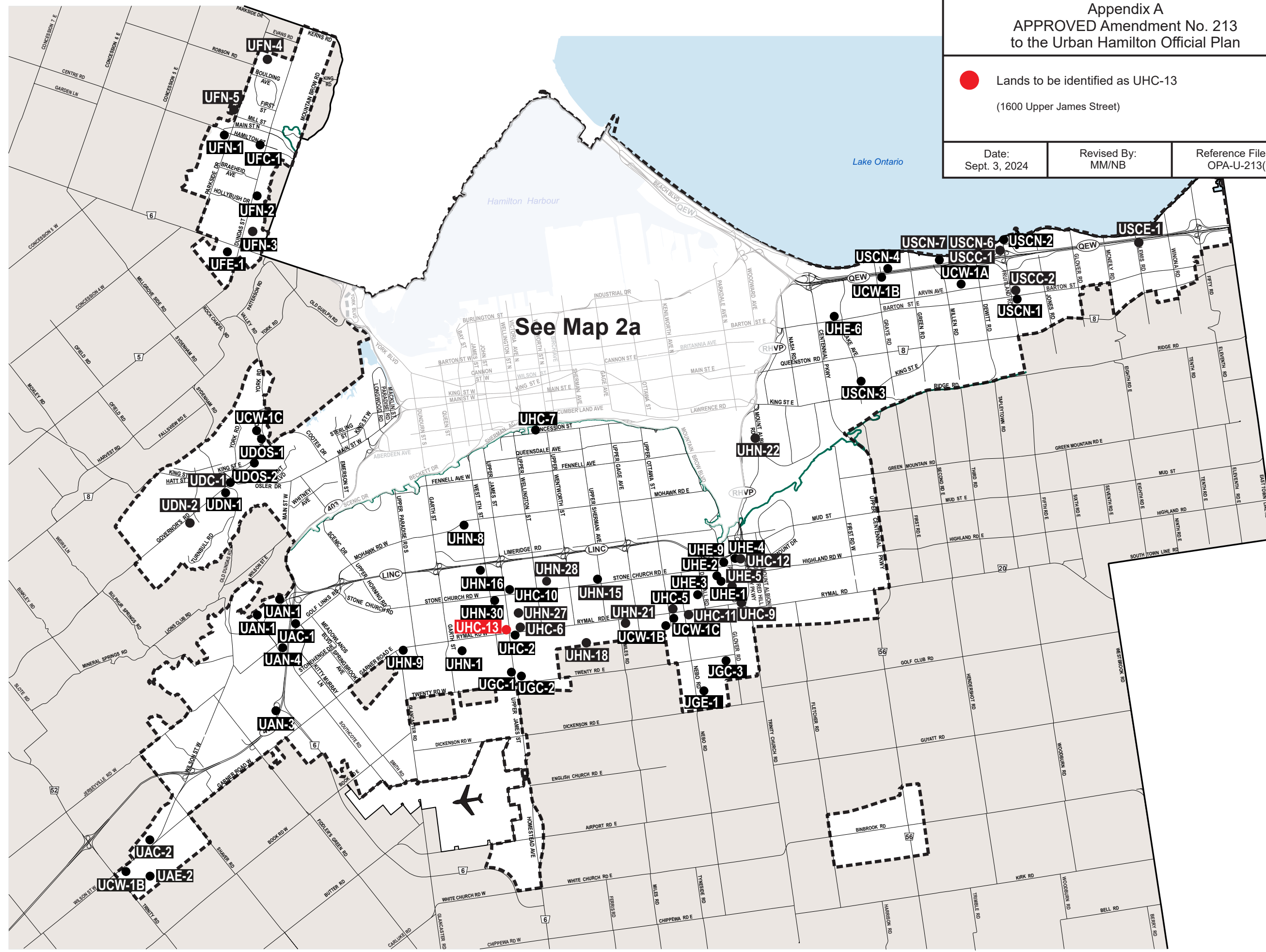
Date:  
 Sept. 3, 2024

Revised By:  
 MM/NB








Reference File No.:  
 OPA-U-213(H)



Note: For Rural Site Specific Areas, refer to Volume 3: Appendix A of the Rural Hamilton Official Plan.



See Map 2a

- Legend**
-  Site Specific Areas (SSA)
  -  Refers to Urban Site Specific Area #, Volume 3, Chapter B
- Other Features**
-  Rural Area
  -  John C. Munro Hamilton International Airport
  -  Niagara Escarpment
  -  Urban Boundary
  -  Municipal Boundary

Council Adoption: July 9, 2009  
 Ministerial Approval: March 16, 2011  
 Effective Date: August 16, 2013

Urban Hamilton Official Plan  
 Volume 3: Map 2  
 Urban Site Specific Key Map



**Authority:** Item 2, Planning Committee Report 24-013 (PED24159)  
CM: September 25, 2024 Ward: 8

**Bill No. 164**

## **CITY OF HAMILTON**

### **BY-LAW NO. 24-**

#### **To Amend Zoning By-law No. 05-200 with Respect to Lands Located at 1600 Upper James Street, Hamilton**

**WHEREAS** Council approved Item 2 of Report 24-013 of the Planning Committee, at its meeting held on September 25, 2024;

**AND WHEREAS** this By-law conforms with the Urban Hamilton Official Plan upon adoption of Official Plan Amendment No. 213;

**NOW THEREFORE** Council amends Zoning By-law No. 05-200 as follows:

1. That Schedule “A” – Zoning Maps, Map No. 1394 is amended by changing the zoning from the Mixed Use Medium Density (C5) Zone to the Transit Oriented Corridor Mixed Use Medium Density (TOC1, 912, H182) Zone, for the lands known as 1600 Upper James Street, the extent, and boundaries of which are shown on Schedule “A” to this By-law.
2. That Schedule “C”: Special Exceptions is amended by adding the following new Special Exception:

“912. Within the lands zoned Transit Oriented Corridor Mixed Use Medium Density (TOC1) Zone, identified on Map No. 1394 of Schedule “A” – Zoning Maps and described as 1600 Upper James Street, Hamilton, the following special provisions shall apply:

a) Notwithstanding Section 4.6, the following regulations shall apply:

i) Permitted Yard Encroachments No part of any required yard shall be obstructed except as follows:

A) The usual projections of window sills, chimney breasts, belt courses,

cornices, eaves, troughs and other similar architectural features, ductwork, venting and other similar appurtenances may be permitted in any required yard for any portion of a building greater than 21.0 metres in height, provided that no such feature shall project more than 0.6 metres into the required yard, or to a maximum of half the distance of the required yard, whichever is the lesser.

- B) A fire escape or exterior staircase may encroach into a required side or rear yard for any portion of a building greater than 21.0 metres in height to a maximum of 1.5 metres, or to a maximum of half the distance of the required yard, whichever is the lesser.
  - C) An unenclosed ramp for wheelchair access may encroach into any required yard to no maximum distance.
  - D) A porch, deck or canopy may encroach into any required yard for any portion of a building greater than 21.0 metres in height to a maximum of 1.5 metres, or to a maximum of half the distance of the required yard, whichever is the lesser.
  - E) A balcony may encroach into any required yard for any portion of a building greater than 21.0 metres in height to a maximum of 1.5 metres.
- b) In addition to Section 11.1.3 and a) and notwithstanding Section 11.1.3 b), c), d) ii), and d) iii), the following regulations shall apply:

- |      |   |  |
|------|---|--|
| i)   | Building Setback from a Street Line   | A) Minimum 4.8 metres from a lot line abutting Upper James Street for any portion of a building greater than 21.0 metres in height; and,<br><br>B) Minimum 2.5 metres from a lot line abutting Rymal Road West for any portion of a building greater than 21.0 metres in height. |
| ii)  | Minimum Interior Side Yard  | 7.5 metres, except 9.0 metres for any portion of a building greater than 21.0 metres in height and 12.5 metres for any portion of a building greater than 40.5 metres in height.   |
| iii) | Minimum Building Setback from a Rear Lot Line                                 | 2.0 metres, except 12.5 metres for any portion of a building greater than 21.0 metres in height.   |
| iv)  | Maximum Building Height   | 65.0 metres.   |
| iv)  | Percentage of two and three Bedroom Units Within Dwelling Units(s), Mixed Use | A) A minimum of 17 percent of the Dwelling Unit(s), Mixed Use shall be units with two or three bedrooms.<br><br>B) Where the application of a) iv) A) above results in a numeric fraction, the fraction shall be rounded up to the nearest whole number.                         |

3. That Schedule “D” – Holding Provisions be amended by adding the additional Holding Provision as follows:

“182. Notwithstanding Section 11.1 of this By-law, within lands zoned Transit Oriented Corridor Mixed Use Medium Density (TOC1, 912) Zone, identified on Map No. 1394 of Schedule “A” – Zoning Maps and described as 1600 Upper James Street, Hamilton, no development shall be permitted until such time as:



- a) That the Owner enter into and register an External Works Agreement with the City on the title of the lands for the design and construction of any public realm improvements to the adjacent municipal right-of-way at the Owner's cost, to the satisfaction of the Director of Planning and Chief Planner;
  - b) That the Owner enter into and register a lease agreement with the City to provide three dwelling units, including one one-bedroom unit, one two-bedroom unit, and one three-bedroom unit, in compliance with the definition of "affordable" in the Urban Hamilton Official Plan, for a period of 15 years from the date of first occupancy of the development, to the satisfaction of the Director of Planning and Chief Planner;
  - c) That the Owner submit and receive approval of an updated Wind Study completed by a licenced professional Engineer, in the Province of Ontario, to the satisfaction of the Director of Planning and Chief Planner;
  - d) That the Owner submit and receive approval of a revised Functional Servicing Report to demonstrate that there is adequate capacity in the existing municipal infrastructure system in accordance with City standards to accommodate the proposed stormwater and wastewater flows to support this development, to the satisfaction of the Director of Development Engineering;
  - e) That the Owner submit and receive approval of a Watermain Hydraulic Analysis Report to demonstrate that the required domestic and fire flows are available within the appropriate pressure range and that the surrounding areas are not adversely impacted, to the satisfaction of the Director of Development Engineering; and,
  - f) That the Owner make satisfactory arrangements with the City's Growth Management Division and enter into and register on title of the lands, an External Works Agreement with the City for the design and construction of any required improvements to the municipal infrastructure at the Owner's cost, should it be determined that the upgrades are required to the municipal infrastructure to support this development according to the Functional Servicing Report and Watermain Hydraulic Analysis Report, to the satisfaction of the Director of Development Engineering."
4. That no building or structure shall be erected, altered, extended, or enlarged, nor shall any building or structure or part thereof be used, nor shall any land be used, except in accordance with the provisions of the Mixed Use Medium Density (C5, 895, H175) Zone, subject to the special requirements referred to in Section Nos. 2 and 3 of this By-law.

5. That the Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the *Planning Act*.

**PASSED** this 25<sup>th</sup> day of September, 2024

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A. Horwath  
Mayor

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M. Trennum  
City Clerk

ZAC-24-010 and UHOPA-24-004



<p>This is Schedule "A" to By-law No. 24-</p> <p>Passed the ..... day of ....., 2024</p>	<p style="text-align: center;">-----</p> <p style="text-align: center;">Mayor</p> <p style="text-align: center;">-----</p> <p style="text-align: center;">Clerk</p>
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<p><b>Schedule "A"</b></p> <p><b>Map forming Part of</b></p> <p><b>By-law No. 24-_____</b></p> <p><b>to Amend By-law No. 05-200</b></p> <p><b>Map 1394</b></p>	<p><b>Subject Property</b></p> <p>1600 Upper James Street, Hamilton (Ward 3)</p> <p> Change in Zoning from the Mixed Use Medium Density (C5) Zone to the Transit Oriented Corridor Mixed Use Medium Density (TOC1, 912, H182) Zone</p>
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<p>Scale: N.T.S</p>	<p>File Name/Number: ZAC-24-010/UHOPA-24-004</p>	<p>Hamilton</p>
<p>Date: August 26, 2024</p>	<p>Planner/Technician: MM/NB</p>	
<p>PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT</p>		

**Authority:** Item 3, Planning Committee Report 24-013 (PED24068)  
CM: September 25, 2024 Ward: 15  
Written approval for this by-law was given by Mayoral Decision MDE-2024 19  
Dated September 25, 2024

**Bill No. 165**

**CITY OF HAMILTON**

**BY-LAW NO. 24-**

**To Adopt:**

**Official Plan Amendment No. 205 to the  
Urban Hamilton Official Plan Respecting  
173 and 177 Dundas Street East Former Town of Flamborough**

**NOW THEREFORE** the Council of the City of Hamilton enacts as follows:

1. Amendment No. 205 to the Urban Hamilton Official Plan consisting of Schedule “1”, hereto annexed and forming part of this by-law, is hereby adopted.

**PASSED** this 25<sup>th</sup> day of September, 2024.

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A. Horwath  
Mayor

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M. Trennum  
City Clerk

## Urban Hamilton Official Plan Amendment No. 205

The following text, together with Appendix “A” attached hereto, constitutes Official Plan Amendment No. “X” to the Urban Hamilton Official Plan.

### 1.0 Purpose and Effect:

The purpose and effect of this Amendment is to redesignate the lands to “Low Density Residential 3c” and add a new Site Specific Policy to the West Waterdown Secondary Plan to permit a maximum density of 53 units per hectare for the development of eight, three storey townhouse dwellings and ten, two storey townhouse dwellings with frontage onto a condominium road on the subject lands.

### 2.0 Location:

The lands affected by this Amendment are known municipally as 173 and 177 Dundas Street East, in the former Town of Flamborough.

### 3.0 Basis:

The basis for permitting this Amendment is:

- The proposed Amendment maintains the general intent of the policies of the Urban Hamilton Official Plan and West Waterdown Secondary Plan, as it contributes to a range of housing types and makes efficient use of land;
- The proposed development implements the Residential Intensification policies of the Urban Hamilton Official Plan; and,
- The amendment is consistent with the Provincial Policy Statement, 2020 and conforms to the Growth Plan for the Greater Golden Horseshoe, 2019, as amended.

#### 4.0 **Actual Changes:**

#### 4.1 **Volume 2 – Secondary Plans**

##### *Text*

##### 4.1.1 Chapter B.4.0 – Flamborough Secondary Plans – Section B.4.1 – West Waterdown Secondary Plan

- a. That Volume 2: Chapter B.4.0 – Flamborough Secondary Plans, Section B.4.0– West Waterdown Secondary Plan be amended by adding a new Site Specific Policy, as follows:

##### **“Site Specific Policy – Area B**

B.4.1.7.2 For lands identified as Site Specific Policy – Area B on Map B.4.1-1 – West Waterdown Secondary Plan – Land Use Plan, designated Low Density Residential 3c, and known as 173 and 177 Dundas Street East, the following policies shall apply:

- a) Notwithstanding Policy B.4.1.3 b) iii), a maximum density of 53 units per hectare shall be permitted.”

##### *Maps*

##### 4.1.2 Map

- a. That Volume 2: Map B.4.1-1 – West Waterdown Secondary Plan – Land Use Plan be amended by:
- i) redesignating lands from “Low Density Residential 2e” to “Low Density Residential 3c” and,
  - ii) identifying the subject lands as Site Specific Policy – Area B, as shown on Appendix “A”, attached to this Amendment.

#### 5.0 **Implementation:**

An implementing Zoning By-Law Amendment and Site Plan approval will give effect to the intended uses on the subject lands.

This Official Plan Amendment is Schedule "1" to By-law No. 24-165 passed on the 25<sup>th</sup> day of September, 2024.

**The  
City of Hamilton**

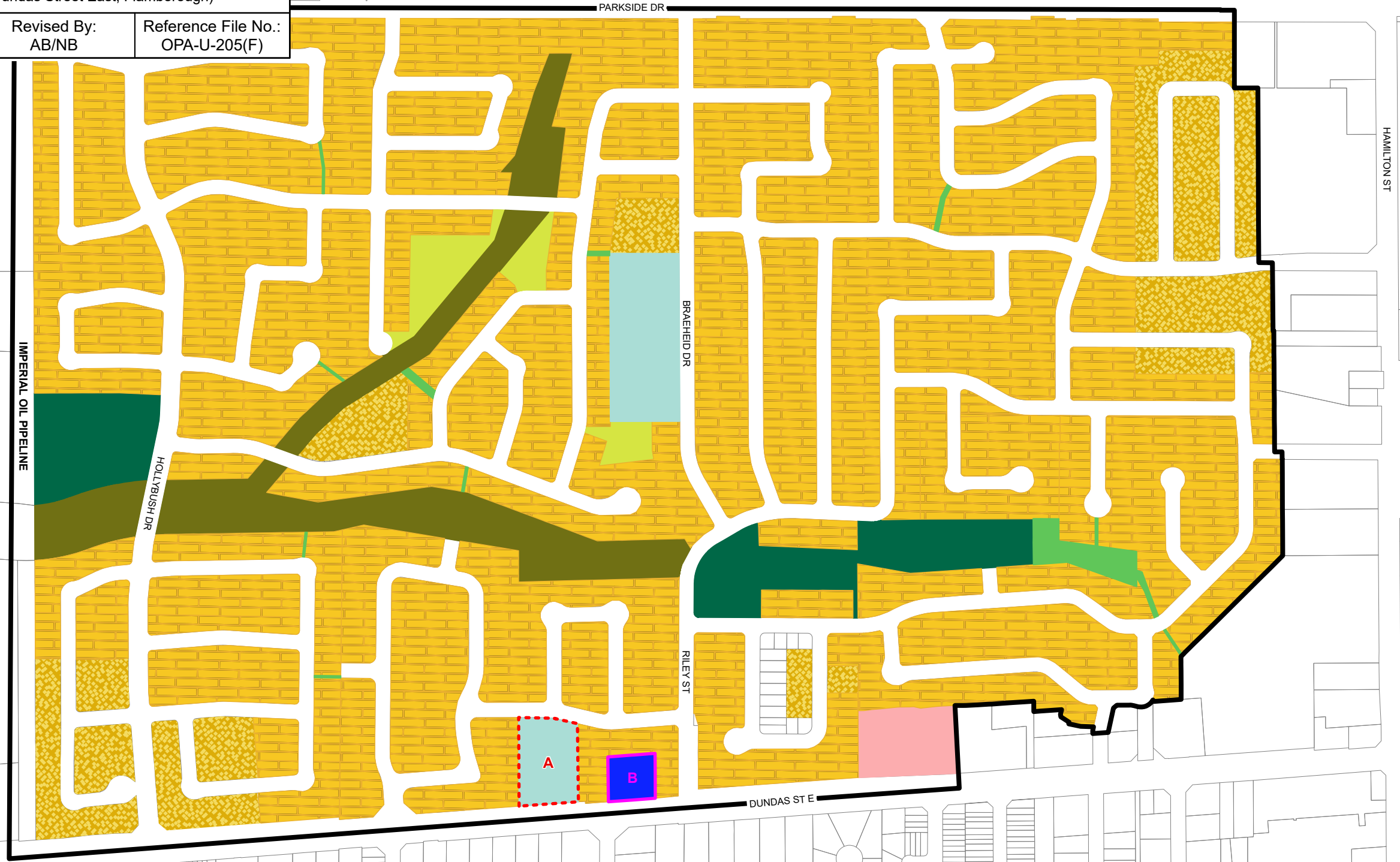
\_\_\_\_\_  
A. Horwath  
Mayor

\_\_\_\_\_  
M. Trennum  
City Clerk

Appendix A  
 APPROVED Amendment No. 205  
 to the Urban Hamilton Official Plan

- Lands to be redesignated from "Low Density Residential 2e" to "Low Density Residential 3c"
- Lands to be identified as Site Specific Area "B"  
 (173 and 177 Dundas Street East, Flamborough)



Date: February 13, 2024	Revised By: AB/NB	Reference File No.: OPA-U-205(F)
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- ### Legend
- Residential Designations**
- Low Density Residential 2e
  - Low Density Residential 3c
- Parks and Open Space Designations**
- Parkette
  - Neighbourhood Park
  - General Open Space
  - Natural Open Space
- Other Designations**
- Mixed Use - Medium Density
  - Institutional
- Other Features**
- Area or Site Specific Policy
  - Secondary Plan Boundary

Council Adopted: July 9, 2009  
 Ministerial Approval: March 16, 2011  
 Effective Date: August 16, 2013

**Urban Hamilton Official Plan**  
**West Waterdown**  
**Secondary Plan**  
 Land Use Plan Map  
 Map B.4.1-1

Date: May 2022	
 Not To Scale	



**Authority:** Item 3, Planning Committee Report 24-013 (PED24068)  
CM: September 25, 2024 Ward: 15

**Bill No. 166**

**CITY OF HAMILTON  
BY-LAW NO. 24-**

**To Amend Zoning By-law No. 05-200 with Respect to Lands Located at 173 and  
177 Dundas Street East, Flamborough**

**WHEREAS** Council approved Item 3 of Report 24-013 of the Planning Committee, at its meeting held on September 25, 2024;

**AND WHEREAS** this By-law complies with the Urban Hamilton Official Plan upon adoption of Official Plan Amendment No. 205;

**NOW THEREFORE** Council amends Zoning By-law No. 05-200 as follows:

1. That Schedule “A” – Zoning Maps, Map No. 516 is amended by adding lands to the Low Density Residential (R1, 898) Zone, for the lands known as 173 and 177 Dundas Street East, Flamborough, the extent and boundaries of which are shown on Schedule “A” to this By-law.
2. That Schedule “C”: Special Exceptions is amended by adding the following new Special Exception:

“898. Within the lands zoned Low Density Residential (R1) Zone, identified on Map No. 516 of Schedule “A” – Zoning Maps and described as 173 and 177 Dundas Street East, Flamborough, the following special provisions shall apply:

- a) Notwithstanding Sections 15.1.2.3 a), b), c), and g), 5.7.4 a), 4.9 a), 4.35 and the definition of “Parking Space, Electric Vehicle” in Section 3:
  - i) Minimum Lot Area for Each Dwelling Unit Minimum 100 square metres for units fronting onto Dundas Street East and a minimum of 140 square metres for all other street townhouses.
  - ii) Minimum Unit Width for Each Dwelling Unit Minimum 4.9 metres for the units adjacent to Dundas Street East

- |       |   |   |
|-------|---|---|
|       |   | and a minimum of 5.3 metres for all other Street Townhouse Dwellings.   |
| iii)  | Minimum Setback from the Front Lot Line       | Minimum 2.5 metre setback from the street line for the units adjacent to Dundas Street East and a minimum of 4.0 metres for all other Street Townhouse Dwellings.   |
| iv)   | Maximum Building Height                       | 11 metres.  |
| v)    | Mechanical and Unitary Equipment              | Within a required front yard, provided such equipment shall have a minimum setback of 1.7 metres from the street line, a minimum setback of 0.6 metres from a side lot line and is screened from the street by an enclosure or landscaping for units adjacent to Dundas Street East, all other street townhouses require a minimum setback of 3.0 metres. |
| vi)   | Landscape Requirements                        | A minimum of 50% for units adjacent to Dundas Street East and 35% for all other Street Townhouse Dwellings for landscaped area in the Front Yard.   |
| vii)  | Minimum Electric Vehicle Parking Rate         | 1 residential parking space per unit, excluding any visitor parking space.  |
| viii) | Definition of Parking Space, Electric Vehicle | Shall mean a parking space that is in proximity to electrical wiring, or to conduit that provides an opportunity for the installation of wiring, to support future electric vehicle charging equipment which is capable of providing Level 2, or greater, electric vehicle charging   |

in accordance with the SAE  
International J1772 standard.

3. That no building or structure shall be erected, altered, extended, or enlarged, nor shall any building or structure or part thereof be used, nor shall any land be used, except in accordance with the provisions of the Low Density Residential (R1, 898) Zone, subject to the special requirements referred to in Sections 2 of this By-law.
4. That the Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the *Planning Act*.

**PASSED** this 25<sup>th</sup> day of September, 2024.

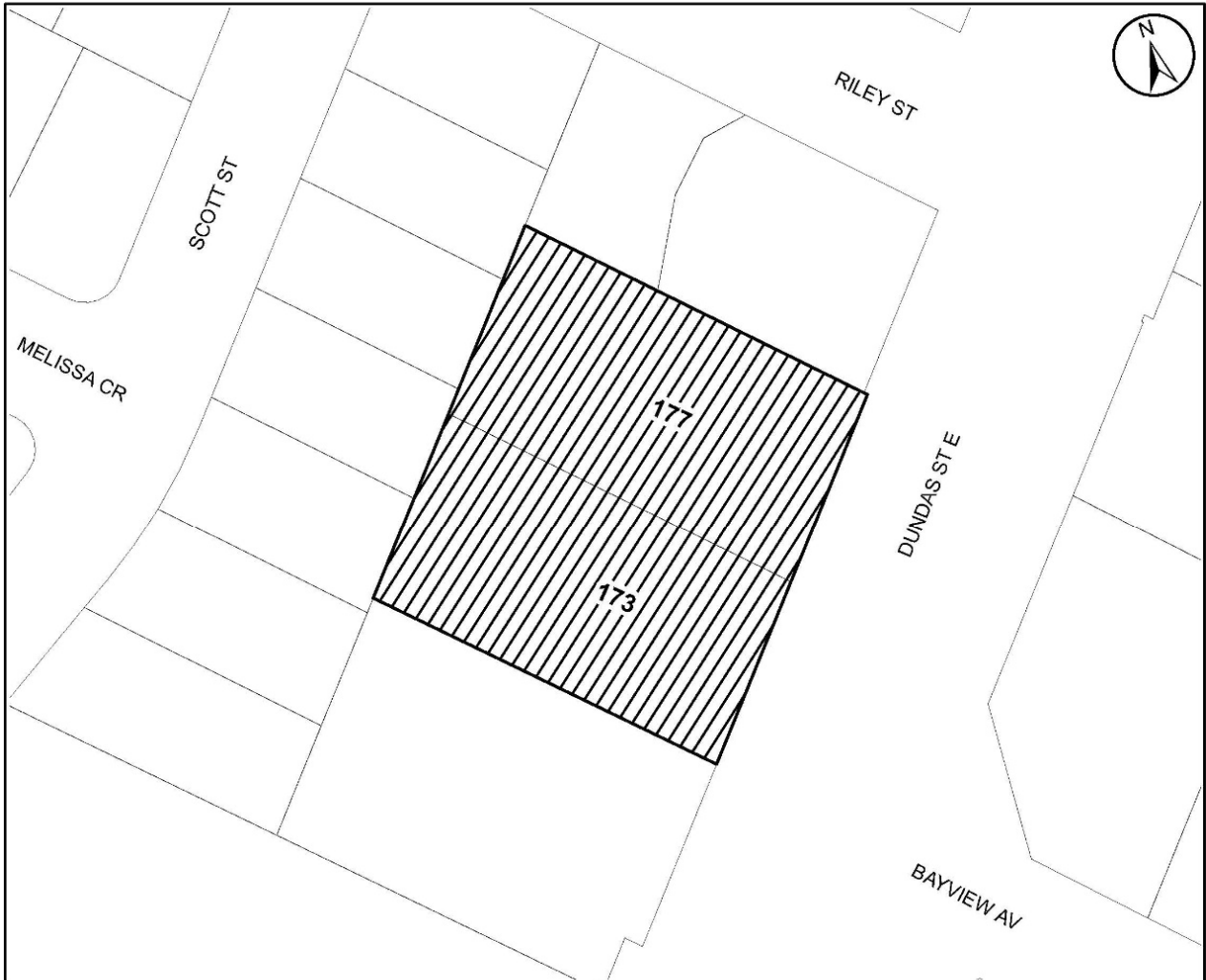
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A. Horwath  
Mayor

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M. Trennum  
City Clerk


UHOPA-18-020 and ZAC-18-045



This is Schedule "A" to By-law No. 24-  
Passed the ..... day of ....., 2024

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Mayor  
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Clerk

**Schedule 'A'**  
Map forming part of  
By-law No. 24-\_\_\_\_\_  
to Amend By-law No. 05-200  
Map 516

**Subject Property**  
173 & 177 Dundas Street East  
 Lands to be added to Zoning By-law No. 05-200 as  
Low Density Residential (R1, 898) Zone

**Scale:**  
N.T.S.

**File Name/Number:**  
ZAC-20-045 & UHOPA-18-020

**Date:**  
May 24, 2024

**Planner/Technician:**  
AB/AL



**Hamilton**

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT

**Authority:** Item 4, Planning Committee Report 24-013 (PED24157)  
CM: September 25, 2024 Ward: City Wide

**Bill No. 167**

## **CITY OF HAMILTON**

### **BY-LAW NO. 24-**

#### **To Amend By-law No. 12-282, As Amended by By-law No. 19-108, Respecting Tariff of Fees**

**WHEREAS** Section 69 of the *Planning Act*, R.S.O 1990, Chapter 13, as amended, authorizes municipalities to enact a by-law to prescribe a Tariff of Fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 391 of the Municipal Act, 2001, S.O.2001, c. 25, as amended, authorizes municipalities to enact by-laws to impose fees on any class of person for services or activities provided or done by or on behalf of the municipality;

**NOW THEREFORE** the Council of the City of Hamilton enacts as follows:

1. That Schedule "A" to By-law No. 12-282, as amended by By-law No. 19-108, be amended by adding the following under "Growth Management Fees" for 2024:

Application to Deem Lands Not to be Part of a Registered Plan of Subdivision	\$4,580
Excavation Permit and Water Meter Refund Processing Fee	\$110
Disconnection of Services Request	\$230

2. The new fees identified in subsection (1) are hereby approved and adopted.
3. The amount of the fees identified in subsection (1) shall be adjusted annually by the percentage change during the preceding year of the Consumer Price Index (CPI) for Toronto, and the resulting figures shall be rounded off to the nearest five (\$5.00) dollar interval.
4. That in all other respects, By-law 12-282, as amended, is confirmed.

5. This By-law shall be deemed to have come into force on the date passed by Council.

**PASSED** this 25th day of September, 2024.

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A. Horwath  
Mayor

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M. Trennum  
City Clerk

**Authority:** Item 14, Committee of the Whole Report 01-003 (FCS01007)  
CM: February 6, 2001      Ward: 1,2,3,4,5,7,10,12,14

**Bill No. 168**

## **CITY OF HAMILTON**

### **BY-LAW NO. 24-**

#### **To Amend By-law No. 01-218, as amended, Being a By-law To Regulate On-Street Parking**

**WHEREAS** *Section 11(1)1 of the Municipal Act, S.O. 2001, Chapter 25*, as amended, confers upon the councils of all municipalities the power to enact by-laws for regulating parking and traffic on highways subject to the *Highway Traffic Act*;

**AND WHEREAS** on the 18th day of September, 2001, the Council of the City of Hamilton enacted By-law No. 01-218 to regulate on-street parking;

**AND WHEREAS** it is necessary to amend By-law No. 01-218, as amended.

**NOW THEREFORE** the Council of the City of Hamilton enacts as follows:

1. By-law No. 01-218, as amended, is hereby further amended by adding/deleting from the identified Schedules and Sections noted in the table below as follows:

<b>Schedule</b>	<b>Section</b>	<b>Highway</b>	<b>Side</b>	<b>Location</b>	<b>Duration</b>	<b>Times</b>	<b>Days</b>	<b>Adding/ Deleting</b>
6 - Time Limit	E	<b>Simcoe Street East</b>	North	15 metres west of Wellington Street North to 41 metres west thereof	3 hr	8 am - 5 pm	Mon - Fri	Deleting
6 - Time Limit	E	<b>Sherman</b>	East	from 22.9m south of Main to 12.2m southerly	1 hr	8 am - 4 pm	Anyday	Deleting
6 - Time Limit	E	<b>West 34th</b>	Both	Bendamere to Leslie	1 hr	8 am - 4 pm	Mon - Fri	Deleting

To Amend By-law No. 01-218, as amended,  
Being a By-law to Regulate On-Street Parking

<b>Schedule</b>	<b>Section</b>	<b>Highway</b>	<b>Side</b>	<b>Location</b>	<b>Times</b>	<b>Adding/ Deleting</b>
8 - No Parking	F	Lake	West	from 105.2m south of King to 36.7m southerly	7:00 a.m. to 6:00 p.m. Monday to Friday	Deleting
8 - No Parking	E	Sherman	East	Maplewood to 130' southerly	Anytime	Deleting
8 - No Parking	E	Sherman	West	Delaware to 150' northerly	Anytime	Deleting
8 - No Parking	A	Hepburn Crescent	South	46 metres west of Cordingley Court to 41 metres west thereof	Anytime	Adding
8 - No Parking	A	Secinario Avenue	South	78 metres west of Southcote Road to 6 metres west thereof	Anytime	Adding

<b>Schedule</b>	<b>Section</b>	<b>Highway</b>	<b>Side</b>	<b>Location</b>	<b>Times</b>	<b>Adding/ Deleting</b>
12 - Permit	E	Barnesdale Blvd.	East	100m north of Main St. to 6m northerly	Anytime	Deleting
12 - Permit	E	Beach	North	from 30.8m west of Lyndhurst to 5.9m westerly	Anytime	Deleting
12 - Permit	E	Breadalbane Street	West	27 metres south of Lochearne Street to 33 metres south thereof.	Anytime	Deleting
12 - Permit	E	Burlington	South	commencing 204 feet east of Mary and extending 18 feet easterly therefrom	Anytime	Deleting
12 - Permit	E	East 23rd St.	East	19m south of Brucedale Ave. to 6m southerly	Anytime	Deleting
12 - Permit	E	Fairfield	West	from 90.4m north of Vansitmart to 6m northerly	Anytime	Deleting
12 - Permit	E	Ferrie	North	from 20m west of Ferguson to 5.8m westerly	Anytime	Deleting
12 - Permit	E	Frederick	East	from 21m south of Campbell Av. to 6m southerly	Anytime	Deleting
12 - Permit	E	Garfield Ave. S	East	30m south of Vineland Ave. to 7m southerly	Anytime	Deleting
12 - Permit	E	Garfield Ave. S	West	38m south of Vineland Ave. to 6m southerly	Anytime	Deleting
12 - Permit	E	Graham Avenue South	East	50 metres south of Maple Avenue to 56 metres south thereof	Anytime	Deleting
12 - Permit	E	Graham Avenue South	West	49 metres south of Maple Avenue to 55 metres south thereof	Anytime	Deleting
12 - Permit	E	Grosvenor Ave. N	East	82m south of Campbell Ave. to 6m southerly	Anytime	Deleting
12 - Permit	E	Lochearne Street	North	77 metres west of Dundurn Street to 6 metres west thereof	Anytime	Deleting



To Amend By-law No. 01-218, as amended,  
Being a By-law to Regulate On-Street Parking

12 - Permit	E	<b>Macaulay</b>	North	from 42.2m west of Mary to 6.8m westerly	Anytime	Deleting
12 - Permit	E	<b>MacNab</b>	West	from 32.8m south of Ferrie to 6m southerly	Anytime	Deleting
12 - Permit	E	<b>Paling Avenue</b>	West	28 metres south of Vansitmart Avenue to 34 metres south thereof	Anytime	Deleting
12 - Permit	E	<b>Rosslyn Ave.</b>	West	from 65.5m north of Cannon St. to 7.5m northerly	Anytime	Deleting
12 - Permit	E	<b>Rosslyn Ave.</b>	East	from 65m north of Cannon St. to 7.5m northerly	Anytime	Deleting
12 - Permit	E	<b>Sherman</b>	West	from 33m south of Cumberland to 6m southerly	Anytime	Deleting
12 - Permit	E	<b>Stapleton</b>	West	from 93.2m south of Grenfell to 6m southerly	Anytime	Deleting
12 - Permit	E	<b>Stapleton</b>	East	from 95.4m south of Grenfell to 10.9m southerly	Anytime	Deleting
12 - Permit	E	<b>Tuckett Street</b>	North	16 metres west of Pearl Street South to 22 metres west thereof.	Anytime	Deleting
12 - Permit	E	<b>Belview Avenue</b>	Both	13 metres south of Roxborough Avenue to 6 metres south thereof	Anytime	Adding
12 - Permit	E	<b>Breadalbane Street</b>	West	27 metres south of Lochearne Street to 6 metres south thereof	Anytime	Adding
12 - Permit	E	<b>Graham Avenue South</b>	East	50 metres south of Maple Avenue to 6 metres south thereof	Anytime	Adding
12 - Permit	E	<b>Graham Avenue South</b>	West	49 metres south of Maple Avenue to 6 metres south thereof	Anytime	Adding
12 - Permit	E	<b>Paling Avenue</b>	West	28 metres south of Vansitmart Avenue to 6 metres south thereof	Anytime	Adding
12 - Permit	E	<b>Tuckett Street</b>	North	16 metres west of Pearl Street South to 6 metres west thereof	Anytime	Adding

<b>Schedule</b>	<b>Section</b>	<b>Highway</b>	<b>Side</b>	<b>Location</b>	<b>Times</b>	<b>Adding/ Deleting</b>
13 - No Stopping	E	<b>Sherman Ave.</b>	West	Barton St. to 25m southerly	Anytime	Deleting
13 - No Stopping	E	<b>Sherman Avenue South</b>	West	Main Street East to Dunsmure Road	4:00 p.m. to 6:00 p.m. Monday to Friday	Deleting
13 - No Stopping	E	<b>Simcoe Street East</b>	North	56 metres west of Wellington Street North to 69 metres west thereof	Anytime	Deleting
13 - No Stopping	E	<b>East 38th Street</b>	West	Mohawk Road East to 46 meters north thereof	Anytime	Adding
13 - No Stopping	F	<b>Juniper Drive</b>	West & South	67 metres north of the east intersection with Greening Avenue to 26 metres north thereof	Anytime	Adding

To Amend By-law No. 01-218, as amended,  
Being a By-law to Regulate On-Street Parking

13 - No Stopping	E	<b>Sherman Avenue South</b>	West	Dunsmure Road to Delaware Avenue	Anytime	Adding
13 - No Stopping	E	<b>Sherman Avenue South</b>	East	Dunsmure Road to 30 metres south thereof	Anytime	Adding
13 - No Stopping	E	<b>Sherman Avenue South</b>	East	Maplewood Avenue to 40 metres north thereof	Anytime	Adding
13 - No Stopping	E	<b>Simcoe Street East</b>	North	Wellington Street North to 127 metres west thereof	Anytime	Adding

Schedule	Section	Highway	Side	Location	Times	Adding/Deleting
20 - School Bus LZ	F	<b>Lake</b>	West	from 23.6m north of the extended north curb line of Maple to 49.7m northerly	7:00 a.m. to 6:00 p.m. Monday to Friday	Deleting

2. Subject to the amendments made in this By-law, in all other respects, By-law No. 01-218, including all Schedules thereto, as amended, is hereby confirmed unchanged.
3. This By-law shall come into force and take effect on the date of its passing and enactment.

**PASSED** this 25<sup>th</sup> day of September 2024.

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A. Horwath  
Mayor

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M. Holland  
City Clerk

**CITY OF HAMILTON  
BY-LAW NO. 24-**

To Confirm the Proceedings of City Council at its meeting held on September 25, 2024.

**THE COUNCIL OF THE  
CITY OF HAMILTON  
ENACTS AS FOLLOWS:**

The Action of City Council at its meeting held on the 25<sup>th</sup> day of September 2024, in respect of each recommendation contained in

Public Works Committee Report 24-012 – September 16, 2024,  
Planning Committee Report 24-013 – September 17, 2024,  
General Issues Committee Report 24-015 – September 18, 2024,  
Audit Finance and Administration Report 24-016 – September 19, 2024  
Emergency and Community Services Committee Report 24-006 – September 19, 2024,  
Hamilton Renewable Power Shareholder Report 24-001 – September 24, 2024,  
and  
Hamilton Street Railway Company Shareholder Report 24-001 – September 24, 2024

considered by the City of Hamilton Council at the said meeting, and in respect of each motion, resolution and other action passed and taken by the City Council at its said meeting is hereby adopted, ratified and confirmed.

The Mayor of the City of Hamilton and the proper officials of the City of Hamilton are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and the City Clerk are hereby directed to execute all documents necessary in that behalf, and the City Clerk is hereby authorized and directed to affix the Corporate Seal of the Corporation to all such documents.

**PASSED** this 25<sup>th</sup> day of September, 2024.

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A. Horwath  
Mayor

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M. Trennum  
City Clerk