Audit and Administration Committee
MINUTES
9:30 a.m.
Wednesday, June 18, 2008
Committee Room 207
Hamilton Convention Centre
One Summer’s Lane

Present:
Chair M. Pearson
Vice-Chair B. Bratina
Councillors B. Clark, C. Collins, B. Morelli, R. Powers, and T. Whitehead

Also Present:
G. Peace, City Manager
J. Rinaldo, General Manager, Corporate Services
J. A. Priel, General Manager, Community Services
H. Hale Tomasik, Acting Executive Director, Human Resources
P. Barkwell, City Solicitor
K. Christenson, City Clerk
I. Bedioui, City Clerk’s Office

THE FOLLOWING ITEMS WERE REPORTED TO COUNCIL FOR CONSIDERATION:

1. Monthly Status Report of Tenders and Requests for Proposals for April 24, 2008 to May 21, 2008 (FCS08026(b)) (City Wide) (Item 5.1)
   (Morelli/Powers)
   That Information Report FCS08026(b) respecting Monthly Status Report of Tenders and Requests for Proposals for April 24, 2008 to May 21, 2008 be received.
   CARRIED

2. Award of Corporate Tender C12-10-08 Supply and Delivery of Various Fertilizers (FCS08053) (City Wide) (Item 5.2)
   (Morelli/Powers)
   That Information Report FCS08053 respecting Award of Corporate Tender C12-10-08 Supply and Delivery of Various Fertilizers be received.
   CARRIED
3. Apportionment of Taxes for Properties in Hamilton, Stoney Creek and Glanbrook (FCS08001(b)) (Wards 5, 7, 11) (Item 5.3)

(Morelli/Powers)
(a) That the 2007 property taxes, in the amount of $26,266.64 for 17 – 65 Woodman Dr., Hamilton, (Roll #2518 050 433 07813), be apportioned and split amongst the twenty-four newly created parcels as set out in Appendix A to report FCS08001(b); and

(b) That the 2007 property taxes, in the amount of $13,852.83 for 0 Upper Wellington St., Hamilton, (Roll #2518 070 861 05380), be apportioned and split amongst the eighty-three newly created parcels as set out in Appendix A to report FCS08001(b); and

(c) That the 2007 property taxes, in the amount of $2,969.89 for 1364 Upper Wellington St., Hamilton, (Roll #2518 070 871 07360), be apportioned and split amongst the three newly created parcels as set out in Appendix A to report FCS08001(b); and

(d) That the 2007 property taxes, in the amount of $1,125.68 for 27 Pettit St., Stoney Creek, (Roll #2518 003 110 23000), be apportioned and split amongst the eight newly created parcels as set out in Appendix A to report FCS08001(b); and

(e) That the 2007 property taxes, in the amount of $9,038.06 for 10 Blue Mountain Drive, Glanbrook, (Roll #2518 901 130 67112), be apportioned and split amongst the twenty newly created parcels as set out in Appendix A to report FCS08001(b).

CARRIED

4. 2007 Report on Commodity Price Hedging Agreements (FCS08052) (City Wide) (Item 5.4)

(Morelli/Powers)

CARRIED

5. Governance Review Sub-committee (CL08008) (City Wide) (Item 8.1)

(Powers/Clark)
(a) That a Governance Review Sub-committee be re-established, reporting to the Audit & Administration Committee, making recommendations on matters pertaining to governance structure and the governing proceedings of Council and its' committees.
(b) That Councillors Clark, Pearson and Powers be appointed to the Governance Review Sub-committee and an additional two members of Council be appointed to the Sub-Committee which will meet at the call of the Chair.

CARRIED as amended

6. Mohawk 4Ice Arena 2007 Audited Financials (FCS08055) (City Wide) (Item 8.2)

(Morelli/Clark)
(a) That the Auditor’s Report prepared by Grant Thornton respecting the Mohawk 4Ice Centre’s 2007 Audited Financial Statements as of December 31, 2007, (attached as Appendix A to Report FCS08055) be received as information; and

(b) That Item "F" on the Audit and Administration Committee Outstanding Business List be removed.

CARRIED

7. Award of Corporate Tender C12-11-08 for the Hourly Rental of Operated Equipment for Various Maintenance Projects (FCS08051) (City Wide) (Item 8.3)

(Powers/Clark)
That the Corporate Tender C12-11-08 for the Hourly Rental of Operated Equipment for Various Maintenance Projects be awarded to various Bidders (attached as Appendix ‘A’ to report FCS08051) with an estimated annual expenditure of $5,000,000.00 per year.

CARRIED

8. Funding of Municipal Share of GO Transit’s 10-Year Growth Capital Plan – City of Hamilton (FCS08050) (City Wide) (Item 8.4)

(Clark/Bratina)
(a) That the Province of Ontario be requested to amend the Development Charges Act such that the municipal portion of GO Transit’s 10-year Growth Capital Plan is fully funded from development charges;

(b) That should the Development Charges Act be amended, the City of Hamilton’s contribution to the GO Transit Growth Capital Plan be limited to the amount of the development charges collected, consistent with the position taken by Peel and York Regions; and

(c) That a copy of this report be forwarded to the Minister of Municipal Affairs and Housing, the Minister of Transportation, the GO Transit Board, Metrolinx, the Regions of Durham, Halton, Peel and York and the City of Toronto.

CARRIED as amended
9. Cash Handling Review Update (FCS07093(a)) (City Wide) (Item 8.6)

(Clark/Collins)
(a) That report FCS07093a respecting the Cash Handling Review Update be received; and

(b) That outstanding Item D be removed from the outstanding business list.

CARRIED

10. Motion—Hamilton Status of Women Sub-Committee Appointments (Added Item 9.1)

(Bratina/Clark)
That the following persons be appointed to the Hamilton Status of Women’s Committee for the balance of the 2006 - 2010 term of Council or until such time as successors are appointed by Council:

(i) Lenore Lukasik-Foss
(ii) Peggyanne Mansfield

CARRIED

11. Correspondence from John Tory, Leader of the Ontario PC Party respecting Bill 35 (Referred by Council on June 11, 2008) (Added Item)

(Powers/Whitehead)
That the correspondence from John Tory, Leader of the Ontario PC Party dated May 27, 2008, respecting Bill 35 be received and referred to AMO for review.

CARRIED

12. Human Resources Budget Status Report (HUR08008) (City Wide) (Item 8.5)

(Powers/Collins)
That Report HUR08008 respecting the Human Resources Budget Status Report be received for information.

CARRIED

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised of the following changes to the agenda:

Added as Item 8.7 is correspondence from John Tory, Leader of the Ontario PC Party respecting Bill 35, which was referred to the Audit and
Administration Committee for discussion by Council at its meeting on June 11, 2008. Copies have been distributed.

Added as Item 9.1 is a motion respecting Hamilton Status of Women Sub-Committee Appointments. Copies have been distributed.

On a motion (Morelli/Clark), the agenda was approved as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) MINUTES (Item 3)

3.1 Minutes of the Audit and Administration Committee meeting held on June 4, 2008.

(Powers/Bratina)
That the minutes of the Audit and Administration Committee meeting held on June 4, 2008 be approved as presented.

CARRIED

(d) Governance Review Sub-committee (CL08008) (City Wide) (Item 8.1)

(Morelli/Bratina)
That subsection (b) of the recommendation be amended by appointing Councillors Clark, Pearson and Powers to the Governance Review Sub-Committee.

Amendment CARRIED

(e) Funding of Municipal Share of GO Transit’s 10-Year Growth Capital Plan – City of Hamilton (FCS08050) (City Wide) (Item 8.4)

(Clark/Bratina)
That subsection (c) be amended be directing that a copy of the report also be forwarded to Metrolinx.

Amendment CARRIED

(f) Cash Handling Review Update (FCS07093(a)) (City Wide) (Item 8.6)

Joe Rinaldo agreed to provide the Audit and Administration Committee with an explanation with respect to the collection of coins retrieved from the parking
office as outlined on page 16 of Appendix A to Report FCS07093(a), section PED.MP.17.

(g) Human Resources Budget Status Report (HUR08008) (City Wide) (Item 8.5)

The Committee discussed this report and staff responded to questions.

Councillor Collins proposed that the Operating Budget Infrastructure support monies in the amount of $51,700 and the Return to work/Work Accommodation review monies in the amount of $25,000 be referred to the 2009 budget process. He agreed to wait for the City Manager's response as outlined in the following motion.

(Bratina/Collins)
That the City Manager review his office budget to determine if there are substantial funds available to cover the $25,000 required for the return to work/work accommodation review and advise the members of the Audit and Administration Committee by e-mail of his findings.

CARRIED

Councillor Collins requested that staff prepare an information report respecting the services provided by Ms. Brenda Glover and the terms and conditions of her hiring to be presented at a meeting of the Audit and Administration Committee. The Committee noted that the report should also include the staffing issues at the time she was hired.

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

(i) Philips/Taro Funds

(Clark/Whitehead)
That the General Manager of Finance and Corporate Services and the City Manager prepare a brief, written report outlining the particulars of the funds received by the City with respect to the Philips/Taro, now Newalta Certificate of Approval and how they are used in comparison to the Flamborough slot revenues

CARRIED

(ii) Human Resources Staff Introductions

Helen Hale Tomasik Introduced two new members of the Human Resources Division; Lora Fontana, Director of Employee and Labour Relations and David Godwaldt, Manager, Compensation and Organization Design.
(iii) Water Meter Read-Outs

Councillor Whitehead mentioned, and a brief discussion followed concerning problems encountered by City staff with some read outs of water meters taken by technical remotes.

(i) PRIVATE AND CONFIDENTIAL (Item 12)

(Clark/Whitehead)
That Committee move in closed session to receive legal advice respecting potential litigation against the City by Councillor McCarthy.

CARRIED

(Collins/Clark)
That Committee reconvene in open session.

CARRIED

The Committee received advice in closed session with nothing to report in open session.

(j) ADJOURNMENT (Item 13)

(Collins/Whitehead)
The Audit and Administration Committee adjourned at 10:40 a.m.

Respectfully submitted,

Councillor Maria Pearson, Chair
Audit and Administration Committee

Ida Bediou
Legislative Assistant
June 18, 2008