Audit and Administration Committee
MINUTES
9:30 a.m.
Wednesday, April 18, 2007
Council Chambers
Hamilton City Hall
71 Main Street West, Hamilton

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

Absent with Regrets: Councillor T. Whitehead

Also Present: J. Rinaldo, General Manager, Finance & Corporate Services
J. A. Priel, General Manager, Community and Social Services
B. Murray, General Manager, Customer Service, Horizon Utilities
C. Biggs, City Clerk’s

THE FOLLOWING ITEMS WERE REPORTED TO CITY COUNCIL FOR CONSIDERATION:

1. Advisory Committee on Immigrants & Refugees Minutes of their meeting held on January 11, 2007 (FOR INFORMATION PURPOSES ONLY) (Item 5.1)
   (Powers/Pearson)
   That the January 11, 2007 minutes of the Advisory Committee on Immigrants and Refugees, be received. CARRIED

2. Hamilton Mundialization Executive Committee Minutes of their meeting held on January 24, 2007 (FOR INFORMATION PURPOSES ONLY) (Item 5.2)
   (Powers/Pearson)
   That the January 24, 2007 minutes of the Hamilton Mundialization Executive Committee, be received. CARRIED
3. Committee Against Racism Minutes of their meeting held on February 27, 2007 (FOR INFORMATION PURPOSES ONLY) (Item 5.3)

(Powers/Pearson)
That the February 27, 2007 minutes of the Committee Against Racism, be received. CARRIED

4. Monthly Status Report of Tenders and Requests for Proposals for February 23, 2007 to March 22, 2007 (FCS07030(a)) (Item 5.4)

(Powers/Pearson)
That Report FCS07030(a) respecting the Monthly Status Report of Tenders and Requests for Proposals for February 23, 2007 to March 22, 2007, be received. CARRIED

5. Apportionment of Taxes for Properties in Stoney Creek (FCS07001(c)) (Wards 9 & 11) (Item 5.5)

(Powers/Pearson)
(a) That the 2006 land taxes for Wentworth Condo Plan 395 levied against Roll #2518 003 650 52330 (242 Upper Mount Albion, Stoney Creek), be apportioned in the amount of $18,149.60 and split amongst the forty-three newly created parcels as set out in Appendix A to report FCS07001(c); and

(b) That the 2004 land taxes for Roll #2518 003 010 03557 (232 Springstead Ave., Stoney Creek), be apportioned in the amount of $1,917.85 and split amongst the five newly created parcels as set out in Appendix A to report FCS07001(c). CARRIED

7. Accounts Receivable Write Off Policy Update (FCS07048) (City Wide) (Item 8.1)

(Pearson/Bratina)
That the revised Accounts Receivable Write Off Policy attached as Appendix ‘A’ to Report FCS07048, be approved. CARRIED
8. **Award of Tender C12-08-07 Maintenance Services for Natural Gas Compressor Stations for Central and Transit Fleet Services (FCS07049) (Item 8.2)**

(Powers/Pearson)
That Corporate Tender C12-08-07 for the Maintenance Services for Natural Gas Compressor Stations for Central and Transit Fleet Services be awarded to the following vendor, in accordance with the terms and conditions of the tender, as follows:

- M.C.I. Inc. with an estimated annual cost of $300,000.00.

CARRIED

9. **Federal Transit and Affordable Housing Grant Allocations (FCS07050) (City Wide) (Item 8.3)**

(Morelli/Pearson)
(a) That the one-time unconditional Federal Public Transit Capital Funds that are flowing through the Province of Ontario in the amount of $11,147,927.39 be deposited to a new reserve - 108045 Federal Public Transit Funds;

(b) That the one-time unconditional Federal Affordable Housing Funds that are flowing through the Province of Ontario in the estimated amount of $6,580,000 be deposited to a new reserve - 112239 Federal Housing Initiatives.

CARRIED

10. **Grants Sub-Committee Report 07-002 (Item 8.4)**

(a) **Fee Waiver Request for Girl Guides of Canada – Hamilton Escarpment (GRA07001(i)) (Ward 9)**

(Powers/Bratina)
That the fee waiver request, in the amount of $583.50, for the Girl Guides of Canada – Hamilton Escarpment Area to utilize the meeting room and pools at the Valley Park Recreation Complex, for their Brownie Splash Swim Program on Sunday, April 29, 2007, be approved. CARRIED

(b) **Fee Waiver Request - Binbrook Little Theatre (GRA07001(j)) (Ward 11)**

(Powers/Bratina)
That the fee waiver request, in the amount of $288.25, for the Binbrook Little Theatre, who utilized the lower level of the Binbrook Memorial Hall on November 18 & 19, 2006, to conduct a silent auction and variety show fundraising event, be approved. CARRIED
(c) Fee Waiver Request for Royal Hamilton Light Infantry (GRA07001(k)) (City Wide)

(Powers/Bratina)
That the fee waiver request, in the amount of $325.00, for the Royal Hamilton Light Infantry (RHLI) to conduct their Military Drill Exercises at Mohawk Sports Park and various east mountain parks, during November 23-24, 2006, be approved. CARRIED

(d) Industry Education Council of Hamilton (Added Item 7.1)

(Powers/Bratina)
(i) That the request for funding in the amount of $25,000, made by the Industry Education Council of Hamilton, be received.

(ii) That the request for funding in the amount of $25,000, made by the Industry Education Council of Hamilton, be referred to Committee of the Whole for consideration.

(iii) That a representative, from the Industry Education Council of Hamilton, be invited to attend the appropriate Committee of the Whole Committee meeting to speak, as a delegation, respecting their request for funding. CARRIED

FOR THE INFORMATION OF THE COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised of the following changes:

Added Item 8.4 – Report 07-002 of the Grants Sub-Committee – April 12, 2007

(Pearson/Bratina)
That the agenda be approved, as amended. CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

None.

(c) APPROVAL OF MINUTES (Item 3)

(Clark/Pearson)
That the Minutes of the April 4, 2007 meeting of the Corporate Administration Committee be received and adopted as presented. CARRIED
(d) WATER AND WASTEWATER ARREARS POLICY

Joe Rinaldo gave a power point presentation outlining the current policy with respect to water and wastewater arrears policy which is administered by Horizon Utilities Corporation (HUC) on behalf of the City of Hamilton, and the proposed changes to be made to the policy.

John Savoia, Senior Financial Analyst, Policy and Projects, and Brent Murray, General Manager, Customer Service, Horizon Utilities Corporation, were in attendance to respond to questions of the Committee.

(Pearson/Powers)

(a) That Report FCS07053 respecting the Water and Wastewater Arrears Policy, be received;

(b) That staff be directed to review and prepare the appropriate amendments to the existing water and wastewater arrears policy to re-instate the “Authorization Agreement to Bill Tenant”, such amendments to be brought back to the Committee for consideration. CARRIED

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

11.1 Outstanding Business Items:

(a) Outstanding Business Item G.1
Re: Ombudsman of Ontario – MPAC Review
Due Date: March 21, 2007 - Presentation was made by MPAC at the March 26, 2007 COW meeting
Recommendation: Remove off the O/S Business List

(Pearson/Morelli)
That the above-noted item be removed from the Outstanding Business List of the Audit and Administration Committee. CARRIED

(b) Outstanding Business Item G.2
Re: Update on Province Wide Assessment for 2006 and 2007 (MPAC) Due Date: March 21, 2007 - Presentation was made by MPAC at the March 26, 2007 COW meeting
Recommendation: Remove off O/S Business List

(Clark/Mitchell))
That the above-noted item be removed from the Outstanding Business List of the Audit and Administration Committee. CARRIED
There being no further business, the Committee adjourned at 9:45 a.m.

Respectfully submitted

Councillor C. Collins
Chair
Audit and Administration Committee

Carolyn Biggs
Legislative Assistant
April 18, 2007