Deputy Mayor Collins called the meeting to order.

THE FOLLOWING ITEMS WERE REPORTED TO CITY COUNCIL FOR CONSIDERATION:

1. Building and Licensing Division Operational Review Sub-Committee Report 07-001 (Item 4.1)

   (Whitehead/Collins)
   (a) That Report CM07007, respecting the Operational Review of the Standards and Licensing Section of the Planning and Economic Development Department, as submitted by the Audit Services Division of the City Manager’s Office, be received.

   (b) That the forty-eight (48) recommendations, as set out in the Executive Summary of the Operational Review of the Standards and Licensing Section of the Planning and Economic Development Department, dated
November, 2006, attached as Appendix “A” to Report 07-001, be approved.

(c) That Schedule “E”, of the Operational Review of the Standards and Licensing Section of the Planning and Economic Development Department, attached as Appendix “A” to Report 07-001 remain private and confidential.

(d) That staff report back to the Building and Licensing Division Operational Review Sub-committee with an implementation plan that prioritizes the forty-eight (48) recommendations contained in Appendix A to Report 07-001.

(e) That staff identify, in that report, where recommendations will internally yield savings to pay for the proposed enhancements, outlined in Appendix A to Report 07-001.

(f) That the report also identifies, in the 2007 budget, the levy requirements to implement the recommendations contained in Appendix A to Report 07-001.

(g) That the need for additional enforcement officers be brought back to the Building and Licensing Division Operational Review Sub-committee Committee for consideration by June 2007 for action in the 2007 fiscal year.

CARRIED

2. Operational Review of the Standards and Licensing Section (PED07071) (City Wide)

(Whitehead/Collins)

(a) That Recommendation Nos. 10 and 32, outlined in Appendix B to Report 07-001 be referred to the 2008 Budget process for Council’s consideration after the appropriate reviews of pro-active enforcement and mobile access for Standards and Licensing Inspectors have been completed.

(b) That staff report back in six (6) months with a status report and an overall detailed work program for the Economic Development and Planning Committee’s information.

CARRIED

3. Licensing of Private Clubs

(Merulla/Collins)

That staff be directed to investigate the implementation of licensing and licensing fees for Private Clubs and report back to the Building and Licensing Division Operational Review Sub-committee.

CARRIED
4. Appointment of an Additional Member to the Building and Licensing Division Operational Review Sub-committee

(Merulla/Whitehead)
That Councillor B. McHattie be appointed as a member to the Building and Licensing Division Operational Review Sub-committee.  

CARRIED

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk noted the following changes to the agenda:

(i) Circulation of revised Report 07-001 of the Building and Licensing Division Operational Review Sub-Committee, which included section (g) Staff Direction, provided at the sub-committee.


(Jackson/Duvall)
That the agenda be approved as amended.  

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

(c) ADOPTION OF MINUTES (Item 3)

February 12, 2007

(Jackson/Duvall)
That the Minutes of February 12, 2007 be adopted as presented.  

CARRIED

(d) Chair

Deputy Mayor Collins called the meeting to order and chaired until Mayor Eisenberger joined the meeting and assumed the Chair.
(e) **Code of Conduct for Elected Officials respecting Enforcement Matters**

The City Solicitor was directed to report back to Committee of the Whole on draft guidelines, which can be incorporated into a Code of Conduct, for how members of Council may interact with enforcement staff.

(f) **PRIVATE AND CONFIDENTIAL (Item 7)**

**Minutes of Closed Session Meeting held on February 12, 2007 (Item 7.1)**

Item 7.1 was not addressed at the February 26, 2007 meeting of Committee of the Whole. Therefore, the Closed Session Minutes of the February 12, 2007 meeting will be brought forward for approval at a future meeting.

(g) **Staff Direction Items**

(i) Committee directed staff to report back, to the Building and Licensing Division Operational Review Sub-committee, with a list of businesses operating without a licence in the City of Hamilton.

(ii) Staff was directed to report back, to the Building and Licensing Division Operational Review Sub-committee, with a list of how many aromatherapy businesses are licensed versus how many exist in the City of Hamilton.

(iii) Staff was directed to report back, to the Building and Licensing Division Operational Review Sub-committee, as to how many categories of licenses should be licensed and how many are not (i.e. Bed & Breakfasts, etc.); noting the potential loss of revenue.

(iv) Using the AMANDA system, staff was directed to determine how many licenses are currently issued in each category, and report back those findings to the Building and Licensing Division Operational Review Sub-committee.

(v) Staff was requested to inform the Committee as to the rationale used when it was determined that Private Clubs be exempt from Licensing Code By-law 06-213.

(vi) The Mayor requested that staff report back on a more frequent basis; every three (3) months rather than every six (6) months, as to the progress of the recommendations contained within Appendix A to Report CM07007.
(vii) Councillor Mitchell requested that when by-laws are created or amended that members of Council be brought into these discussions to provide input, prior to the by-law being finalized.

(viii) Staff was directed to provide copies of the Ontario Municipal Benchmarking Initiative (OMBI) report(s) for the next meeting of the Building and Licensing Division Operational Review Sub-committee.

(h) ADJOURNMENT (Item 8)

There being no further business, the meeting adjourned at 3:40 p.m.

Respectfully submitted,

Mayor F. Eisenberger, Chair

R. Caterini
Deputy Clerk/Manager
Legislative Services & Records
February 26, 2007