Present: Chair B. Clark  
Councillors B. Bratina, C. Collins, R. Powers, and T. Whitehead

Absent with Regrets: B. Morelli (City Business), M. Pearson (Illness)

Also Present: C. Murray – City Manager  
A. Pekaruk, Director of Audit Services – City Manager’s Office  
T. Tollis, Acting General Manager – Finance and Corporate Services  
G. Davis, Acting General Manager – Public Works  
P. Barkwell, City Solicitor – Legal Services  
H. Hale Tomasik, Executive Director; D. Lindeman, Manager of Health, Safety and Wellness; L. Gilmour, Healthy Workplace Specialist – Human Resources  
M. Meyer, Legislative Assistant, City Clerk’s Office

THE FOLLOWING ITEMS WERE REPORTED TO COUNCIL FOR CONSIDERATION:

1. Apportionment of Property Taxes for 0 Glover Rd., Stoney Creek (FCS09001(c)) (Ward 11) (Item 5.1)  
   (Collins/Bratina)

   That the 2008 property taxes, in the amount of $2,599.88 for 0 Glover Rd., Stoney Creek, (Roll #2518 003 020 18002), be apportioned and split amongst the nine newly created parcels as set out in Appendix A to report FCS09001(c).

   CARRIED
2. Apportionment of Property Taxes for 0 Maggie Johnson Dr., Glanbrook (FCS09001(d)) (Ward 11) (Item 5.2)

(Collins/Bratina)
That the 2008 property taxes, in the amount of $25,151.79 for 0 Maggie Johnson Dr., Glanbrook, (Roll #2518 901 310 74505 and Roll #2518 901 310 70900), be apportioned and split amongst the fifty-eight (58) newly created parcels as set out in Appendix A to report FCS09001(d).

CARRIED

3. Monthly Status Report of Tenders and Requests for Proposals for February 5, 2009 to March 11, 2009 (FCS09027(a)) (City Wide) (Item 5.3)

(Collins/Bratina)
That Information Report FCS09027(a) respecting Monthly Status Report of Tenders and Requests for Proposals for February 5, 2009 to March 11, 2009 be received.

CARRIED

4. Award of Contract C6-02-08 for Provision of Roster Candidates for Professional Services Roster for Business and Technical Related Category Specific Assignments for Information Services (FCS09036) (City Wide) (Item 5.4)

(Collins/Bratina)
That Information Report FCS09036 respecting Award of Contract C6-02-08 for Provision of Roster Candidates for Professional Services Roster for Business and Technical Related Category Specific Assignments for Information Services be received.

CARRIED

5. 2009 Dominion Bond Rating Services Credit Rating (FCS09041) (City Wide) (Item 5.5)

(Collins/Bratina)
That Information Report FCS09041 respecting 2009 Dominion Bond Rating Services Credit Rating be received.

CARRIED
6. Follow Up of Audit Report 2007-03 - Public Works - Pavement Cuts (CM09007) (City Wide) (Item 5.6)

(Collins/Bratina)
That Report CM09007 respecting the Follow up of Audit Report 2007-03, Public Works – Pavement Cuts be received.

CARRIED

7. Fair Wage Compliance Reviews (CM09004) (City Wide) (Item 5.7)

(Collins/Bratina)
That Information Report CM09004 respecting Fair Wage Compliance Reviews be received.

CARRIED

8. Canadian Football Hall of Fame & Museum Loan Update (FCS03124(b)) (City Wide) (Item 8.1)

(Collins/Powers)
(a) That the Canadian Football Hall of Fame & Museum loan be extended until September 2012.

(b) That interest on the loan be waived during the period from November 2008 until such time as the construction at City Hall is complete (estimated March 2010).

(c) That the Hall of Fame & Museum’s request to return interest paid to date upon full payment of the loan principle be denied.

(d) That the Hall of Fame & Museum’s request to pay the gross rent revenue (no deduction of taxes) of third parties to the Hall during the construction period, be denied (revenue net of taxes would continue to benefit the Hall).

CARRIED

9. City of Hamilton 2009 Development Charges Studies for Growth Infrastructure (FCS09042) (City Wide) (Item 8.2)

(Collins/Whitehead)
(a) That CN Watson & Associates Ltd, be single-sourced (purchasing policy #11) to continue completing the City’s 2009 Development Charges Background Studies and By-Law amendments at a 2009 cost not to exceed $500,000 to support new City of Hamilton Development
Charges By-laws, in accordance with the Provincial Development Charges Act, (1997);

(b) That recommendation A of FCS09042 be funded from capital project 3380955900 (Development Charge Study)

(c) That, prior to the next development charges review, staff be directed to test the market by obtaining multiple estimates prior to sourcing the development charges background studies and by-law amendments.  

CARRIED as Amended

10. Endorsement of City of Hamilton Health, Safety and Wellness Policy (HUR09001) (City Wide) (Item 8.3)

(Whitehead/Powers)

(a) That Council endorse the new City of Hamilton Health, Safety and Wellness policy (Appendix A).

(b) That staff report back to the Audit and Administration Committee upon completion of the safety audits to identify changes in procedures and related capital and operating costs, and that staff report back annually thereafter with their work plan.

CARRIED as Amended

11. Audit Report 2008-07 - Capital Planning and Budgeting - CPI Division (CM09005) (City Wide) (Item 8.4)

(Powers/Collins)

(a) That Report CM09005 respecting Audit Report 2008-07, Capital Planning and Budgeting – CPI Division, be received; and

(b) That the management action plans as detailed in Appendix “A” of Report CM09005, as amended, be approved and the Acting General Managers of Public Works and Finance and Corporate Services direct the appropriate staff to have the plans under their responsibility implemented.

CARRIED

12. Audit Report 2008-12 - Operational Review of the Umbrella Family and Child Centres of Hamilton - Phase I (CM09006) (City Wide) (Item 8.5)

(Powers/Whitehead)


CARRIED
FOR THE INFORMATION OF COUNCIL:

A. CEREMONIAL ACTIVITIES

(i) Presentation of SummerActive Workplace Challenge Award for the 2008 Hamilton in Motion - Road to Dublin Physical Activity Challenge

Councillor Clark announced that the City of Hamilton is the recipient of the SummerActive Workplace Challenge Award. The SummerActive Workplace Challenge Award recognizes the City of Hamilton as one of the most active workplaces in the province during SummerActive in 2008 because of the Hamilton in Motion - Road to Dublin physical activity challenge. Over the 12 week challenge, 458 employees collectively walked 163,566 km.

Councillor Clark invited Don May, President - Parks and Recreation Ontario, and Lisa Gilmour, the City of Hamilton's Healthy Workplace Specialist and organizer of the Road to Dublin challenge, to the podium to address the Committee.

Mr. May presented the award to Councillor Clark, Chair of the Audit and Administration Committee, and to Lisa Gilmour, Healthy Workplace Specialist.

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised of the following change to the agenda:

Request to consider Item 8.3, Endorsement of City of Hamilton Health, Safety and Wellness Policy (HUR09001) (City Wide) prior to Item 8.1.

On a motion (Collins/Powers), the agenda was approved as amended

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.
(c) MINUTES (Item 3)

(i) Minutes of the meeting held on March 25, 2009 (Item 3.1)

(Powers/Collins)
That the minutes of the Audit and Administration Committee meeting held on March 25, 2009 be approved as presented.

CARRIED

(d) PUBLIC HEARINGS/DELEGATIONS (Item 6)

(i) Greg Dunnett, Hamilton Tiger-Cats Football Club, respecting partnership with the City of Hamilton (approved at the February 18, 2009 Audit and Administration Committee meeting) (Item 6.1)

Greg Dunnett from the Hamilton Tiger-Cats Football Club made a presentation respecting partnership with the City of Hamilton.

Highlights of the presentation included:

- Partnership Overview
  - City of Hamilton Municipal Centres
  - Hamilton Tiger-Cats Merchandise
  - Stocking and Invoicing Procedure
- Benefits to the City of Hamilton
  - Income Generation
  - Risk-Free Partnership
  - Increase Brand Recognition

On a motion (Powers/Bratina), the presentation was received and referred to Diane LaPointe-Kay for inclusion in discussions with the Hamilton Tiger-Cats on all elements of their relationship with the City of Hamilton.

(ii) Denise Spoelstra, Status of Women Committee, respecting survey results in which women identified areas they believe should be addressed by the civic government (approved at the March 25, 2009 Audit and Administration Committee meeting) (Item 6.2)

Denise Spoelstra from the Status of Women Committee made a presentation respecting a survey conducted by the Committee. A handout and a copy of the Women’s Civic Participation Kit were distributed.

Highlights of the presentation included:

- Background on the Status of Women Committee
• Summary of survey findings
  o Health care
  o Employment
  o Children’s education
  o Local government’s actions on women’s services
  o Women abuse services
• Want to roll out women’s civic participation kit to City
• Facilitate meetings, issue reports, other means to ensure that Council aware of unique needs of women

Some discussion ensued, including but not limited to the following:
• Safety of women in the downtown core
  o The Status of Women Committee partners with other women’s groups such as the Sexual Assault Centre of Hamilton and Area. Events such as the Take Back the Night Walk show that women don’t feel safe.
• Do we understand outlying issues such as domestics in other areas? Do we know what those numbers are or cultural issues or challenges?
  o The Status of Women Committee partners in rural areas with several women’s organizations and does have statistical information.

On a motion (Collins/Whitehead), the presentation was received.

(e) City of Hamilton 2009 Development Charges Studies for Growth Infrastructure (FCS09042) (City Wide) (Item 8.2)

Tony Tollis, Acting General Manager of Finance and Corporate Services, provided an overview of the report.

Committee discussed the matter and had additional information provided by staff.

(Whitehead/Collins)
That Report FCS09042 respecting City of Hamilton 2009 Development Charges Studies for Growth Infrastructure be amended by adding recommendation (c) as follows:

“(c) That, prior to the next development charges review, staff be directed to test the market by obtaining multiple estimates prior to sourcing the development charges background studies and by-law amendments.”

Amendment CARRIED
Motion as Amended CARRIED
(f) **Endorsement of City of Hamilton Health, Safety and Wellness Policy (HUR09001) (City Wide) (Item 8.3)**

David Lindeman, Manager of Health, Safety, and Wellness, provided an overview of the report.

Committee discussed the matter and had additional information provided by staff.

(Powers/Collins)

That Report HUR09001 respecting Endorsement of City of Hamilton Health, Safety and Wellness Policy be amended by adding recommendation (b) as follows:

“(b) That staff report back to the Audit and Administration Committee upon completion of the safety audits to identify changes in procedures and related capital and operating costs, and that staff report back annually thereafter with their work plan.”

Amendment CARRIED

Motion as Amended CARRIED

(g) **Audit Report 2008-07 - Capital Planning and Budgeting - CPI Division (CM09005) (City Wide) (Item 8.4)**

Ann Pekaruk, Director of Audit Services, and Gerry Davis, Acting General Manager of Public Works, provided an overview of the report.

Committee requested clarification with respect to Item 2 of Appendix “A” of the Report. Staff advised that they would review the current policy respecting the management of annual capital projects and report back.

(Collins/Whitehead)

That staff investigate and report back to the Audit and Administration Committee with a revised recommendation as it relates to annual capital accounts (Item 2 of Appendix “A” to Report CM09005).

CARRIED

Committee requested clarification with respect to Item 7 of Appendix “A” of the Report. Committee requested that the recommendations be forwarded to all areas of the organization, especially those that have capital funding requests.
(h) GENERAL INFORMATION/OTHER BUSINESS (Item 11)

(i) Area Rating

Councillor Whitehead requested an audit of area rating services. Staff advised that a report respecting area rating will be brought before Committee of the Whole in June outlining the calculations and costs.

(i) ADJOURNMENT (Item 13)

(Collins/Whitehead)
The Audit and Administration Committee adjourned at 10:46 a.m.

Respectfully submitted,

Councillor Brad Clark, Chair
Audit and Administration Committee

Mary-Ann Meyer
Legislative Assistant
April 22, 2009