Corporate Administration Committee

MINUTES
9:30 a.m.
Wednesday, May 3, 2006
Council Chambers
Hamilton City Hall
71 Main Street West, Hamilton

Present:
Councillor C. Collins (Vice Chair)
Councillors D. Braden, P. Bruckler, D. Mitchell, M. Pearson, T. Whitehead

Absent with Regrets:
Councillor A. Samson (Chair) – Out of Town
Councillor M. Ferguson – Illness

Also Present:
Councillor S. Merulla
J. Rinaldo – General Manager, Finance and Corporate Services
C. Graham – General Manager, Human Resources
K. Christenson – City Clerk
T. Tollis – Director, Budgets and Finance
S. Hayden – Deputy Clerk/Manager of Elections
C. McKay – Director, Organizational Development
C. Biggs – Legislative Assistant, City Clerk’s

THE FOLLOWING ITEMS WERE REPORTED TO CITY COUNCIL FOR CONSIDERATION:

1. Quarterly Status Report on the use of Policy #10- Emergency Purchasing and Policy #11- Negotiations for the 1st Quarter 2006 (FCS06041) (City Wide) (Item 5.1)

(Pearson/Bruckler)
That Report FCS06041 respecting Quarterly Status Report on the use of Policy #10- Emergency Purchasing and Policy #11- Negotiations for the 1st Quarter 2006, be received. CARRIED
2. Monthly Status Report of Tenders and Requests for Proposals for March 15, 2006 – April 11, 2006 - FCS06016(b) – (City Wide) (Item 5.2)

(Pearson/Bruckler)
That Report FCS06016(b) respecting Monthly Status Report of Tenders and Requests for Proposals for March 15, 2006 – April 11, 2006, be received.  
CARRIED

3. 2007 & 2008 Committee/Council Meeting Calendar CL06004 (City Wide) (Item 5.3)

(Pearson/Bruckler)
That the 2007 and 2008 Committee/Council meeting calendar attached as Appendix “A” and Appendix “B” to Report CL06004, be approved.  
CARRIED

4. Advance Polls, Special Advance Polls and Institutional Polls – 2006 Municipal Election (CL06005) (City Wide) (Item 8.1)

(Whitehead/Pearson)
CARRIED

5. Grants Sub-Committee Report 06-004 (Item 8.2)

(Whitehead/Pearson)
(a) Community Partnership Program Approval (City Wide) (GRA06003) (Item 3)

(i) That the 2006 Community Partnership Program recommended funding allocation, in the amount of $2,519,630, as outlined in the attached Appendix “A”, be approved, as amended;

(ii) That Event Road Closure Services (formerly Services-in-Kind) in the amount of $322,071.23 be received;

(iii) That the City cease to rent out the special events stage;

(iv) That a one-time grant of $1,400, funded from the Event Road Closure Services budget, be provided to each of the 12 event organizers that have booked the stage for 2006;

(v) That this one-time grant be funded from the Event Road Closure Services budget;
(vi) That the Binbrook Fall Fair, the Ancaster Fall Fair and the Rockton World’s Fall Fair receive an annual grant to cover the cost of contracting fire services from Hamilton Emergency Services - Fire for their event;

(vii) That the cost of contracting of these services be funded from the Event Road Closure Services budget;

(viii) That the funding for the closed Family Services organization, remains unallocated in Categories B and F in order to fund similar programs;

(ix) That the unallocated balances in Special Events and Arts and Culture of $11,083 and $4,751 respectively, be first used toward funding additional programs in their areas;

(x) That the Council approved guideline for budgeting 1.5% of the total Community Partnership Program budget for unallocated funds, be reduced to 1.4%, or $34,141, for the 2005 Approved Community Partnership Program budget;

(xi) That the grants recipients approved for 2006 funding be provided their payment in accordance with the payment schedule as outlined in Appendix “A” attached hereto;

(xii) That any amounts owing in arrears to the City of Hamilton from grants recipients, be recovered first from the 2006 approved grant and that the remainder of the grant, if any, be paid to the organization in accordance with the payment plan as outlined in Appendix “A attached hereto. CARRIED as amended

6. 2006-2007 Federal Budget (FCS06054) (City Wide)

(Whitehead/Braden)
That Report FCS06054 respecting the 2006-2007 Federal Budget, be received. CARRIED

7. Twenty Road Pumping Station on Upper James Street (New Business – No Copy)

(Braden/Mitchell)
(a) That the appropriate member(s) of Council be requested to meet with Minister Marie Bountrogianni, M.P.P., to discuss the immediate need to improve the capacity of the Twenty Road Pumping Station on Upper James Street, at the City’s expense;
(b) That the General Manager of Public Works be directed to provide all necessary information with respect to this issue prior to the meeting.

8. Non-Union Staff Terminations Approval Process (CM06009) (City Wide) (Item 12.1)

(Pearson/Bruckler)

(a) That the ‘enhanced status quo’ option, which includes a requirement that the City Manager and General Manager of Human Resources report to the Corporate Administration Committee twice per year on the numbers and costs of non-union terminations for the reporting period, be adopted;

(b) That the contents of Report CM06009 respecting non-union staff terminations approval process remain confidential as it contains information relating to labour relations and employee negotiations;

(c) That this item be removed from the Outstanding Business List of the Corporate Administration Committee. CARRIED

(Councillor Collins indicated that he wished to be recorded as OPPOSED to this item.)

9. 2006 Non-Union Salary Adjustment (HUR06006) (City Wide) (Item 12.2)

(Pearson/Mitchell)

(a) That the non-union salary schedule for all City full-time non-union staff be increased by 2.25% effective April 1, 2006 and that individual salaries be adjusted accordingly.

(b) That the contents of Report HUR06006 respecting the 2006 Non-Union Salary Adjustment remain confidential as it contains information related to labour relations and employee negotiations. CARRIED

(Councillor Braden indicated that he wished to be recorded as OPPOSED to this item.)

FOR THE INFORMATION OF THE COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised of the following change:

(i) Additional Information Report respecting the 2006-2007 Federal Budget
(Braden/Bruckler)
That the agenda be approved, as amended.  CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

None.

(c) APPROVAL OF MINUTES (Item 3)

(Pearson/Whitehead)
That the Minutes of the April 19, 2006 meeting of the Corporate Administration Committee be received and adopted as presented.  CARRIED

(d) ADVANCE POLLS, SPECIAL ADVANCE POLLS AND INSTITUTIONAL POLLS – 2006 MUNICIPAL ELECTION (CL06005) (CITY WIDE) (Item 8.1)

Members of the Committee expressed various concerns with respect to the location of the advance polls, special advance polls and institutional polls to ensure as much accessibility and opportunity is available for citizens to be able to vote.

Staff was requested to investigate polling locations at Mohawk College and McMaster University to encourage the eligible student population to vote.

Staff advised that reports providing updates will be presented to the Committee in the future.

(e) COMMUNITY PARTNERSHIP PROGRAM APPROVAL (CITY WIDE) (GRA06003) (Item 3)

(Whitehead/Braden)
That a grant in the amount of $5,150 be approved for the Concession Street BIA 13th Annual Concession Street Fest, and that Appendix “A” be amended accordingly.  Amendment CARRIED

Motion as amended CARRIED.

(f) 2006-2007 Federal Budget (FCS06054) (City Wide) (New Business)

Joe Rinaldo gave a brief overview of the highlights of the 2006-2007 Federal Budget.
(g) PRIVATE AND CONFIDENTIAL (Item 12)

On motion (Braden/Pearson) the Committee moved In Camera to consider reports relating to labour relations/employee negotiations. CARRIED

On motion (Pearson/Mitchell) the Committee reconvened in Open Session. CARRIED

(h) NON-UNION STAFF TERMINATIONS APPROVAL PROCESS (CM06009) (CITY WIDE) (Item 12.1)

(Pearson/Bruckler)
That the following be added as sub-section (c):

(c) That this item be removed from the Outstanding Business List of the Corporate Administration Committee. CARRIED

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

None

There being no further business, the Committee adjourned at 10:45 a.m.

Respectfully submitted

Councillor C. Collins
Vice Chair
Corporate Administration Committee

Carolyn Biggs
Legislative Assistant
May 3, 2006