SUBJECT: Re-establishment of Sub-Committees Reporting to the Audit and Administration Committee (CL06011(a)) (City Wide)

RECOMMENDATION:

(a) That the Sub-Committees as outlined in Appendix “A” attached to Report CL06011(a), be re-established, to report to the Audit and Administration Committee in the next term of Council;

(b) That the Sub-Committees as outlined in Appendix “B” attached to Report CL06011(a), be disbanded as their mandates have been completed;

(c) That the required Council appointments for each Sub-Committee, in accordance with the composition as shown, be determined at the Nominating Committee meeting of the new Council;

(d) That the citizen composition of the following Sub-Committees, be re-affirmed:

(i) Development Charges Stakeholders Sub-Committee:

1 representative from the Hamilton-Halton Homebuilders Association
1 representative from the Hamilton-Burlington Real Estate Board
1 representative from the Hamilton and District Chamber of Commerce
2 citizens-at-large

(ii) HMRF/HWRF Pension Administration Sub-Committee

3 HMRF Plan Members
3 HWRF Plan Members
(iii) Joint City/School Boards Relations Sub-Committee

2 representatives from the Hamilton-Wentworth District School Board
2 representatives from the Hamilton-Wentworth Catholic Separate School Board;

(e) That the terms for the citizen members be for the term of the 2006-2010 Council, or until such time as their respective mandates have been completed, or successors appointed.

Kevin C. Christenson
City Clerk
Corporate Services

EXECUTIVE SUMMARY:

Appendix “A” and “B” outline the Council authority by which each of the Sub-committees was either established or re-established during the 2003-2006 term of Council.

BACKGROUND:

City Council, at its meeting held on February 22, 2006, approved Item 7 of Corporate Administration Committee Report 06-003 which sets out the governance structure of standing committees for the 2006-2010 term of Council. Within this new structure, there is no longer a Corporate Administration Committee or Strategic Planning and Budgets Committee; rather, Council approved the creation of the Audit and Administration Committee, which is charged with the responsibilities of the Corporate Administration Committee and portions of the Strategic Planning and Budgets Committee.

Appendix “A” outlines those Sub-committees which currently report to the Corporate Administration Committee or the Strategic Planning and Budgets Committee. Appendix “B” is a list of those sub-committees that have either completed their mandate, or are not required in the new term.

ANALYSIS/RATIONALE:

N/A
ALTERNATIVES FOR CONSIDERATION:

As an alternative to re-establishing any of the sub-committees outlined in Appendix “A”, the Standing Committee has the option of assuming the mandate(s) of any of the sub-committees.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial: Those Sub-Committees which involve citizen participation will incur expenditures for advertising for interested citizens wishing to apply.

POLICIES AFFECTING PROPOSAL:

RELEVANT CONSULTATION:

CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Evaluate the implications of your recommendations by indicating and completing the sections below. Consider both short-term and long-term implications.

Community Well-Being is enhanced. ☑ Yes ☐ No

Citizen participation on the Sub-Committees assists in creating a more transparent governance process. It also allows citizens an opportunity to make a meaningful contribution toward the well-being and future of the community.

Environmental Well-Being is enhanced. ☐ Yes ☑ No

Economic Well-Being is enhanced. ☐ Yes ☑ No

Does the option you are recommending create value across all three bottom lines? ☐ Yes ☑ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☐ Yes ☑ No
<table>
<thead>
<tr>
<th>Sub-Committee</th>
<th>Mandate</th>
<th>Composition</th>
</tr>
</thead>
</table>
| 3-1-1 Sub-Committee                               | • Council Authority: Item 4, Corporate Administration Committee Report 05-002 – CM: January 26, 2005  
  • To review the concept of establishing 3-1-1 dialling for municipal non-emergency services in the City of Hamilton and to make recommendations with respect to its implementation | 3 members of Council                             |
| Development Charges Stakeholders Sub-Committee    | • Council Authority: Item 20, Committee of the Whole Report 03-006, CM: March 5, 2003  
  • Re-established: Item 7(b), Corporate Administration Committee Report 04-001 – CM: January 14, 2004  
  • To develop a methodology for calculating and collecting development charges which is consistent with the Development Charges Act for the amalgamated City of Hamilton | 4 members of Council; Stakeholder representatives |
| Grants Sub-Committee                              | • Council Authority: Item 1, Strategic Planning and Budgets Committee Report 04-001 – CM: January 14, 2004  
  • Council Authority: Item 13(c), Corporate Administration Committee Report 04-006 – CM: March 10, 2004 – Reporting structure amended to report to Corporate Administration Committee  
  • To review grant applications from non-profit organizations/agencies and make funding recommendations to Corporate Administration Committee  
  • To recommend policy/criteria/guidelines for the provision of funding | 6 members of Council                             |
| HMRF/HWRF Pension Administration Sub-Committee    | • Council Authority: Item 30, Committee of the Whole Report 01-038, CM: December 11, 2001  
  • Re-established: Item 7(b), Corporate Administration Committee Report 04-001 – CM: January 14, 2004  
  • To review pension fund information and forward recommendations to Council (including actuarial reports, investment reports, financial statements, etc.) | 3 members of Council; 3 HMRF and 3 HWRF plan representatives |
<table>
<thead>
<tr>
<th>Sub-Committee</th>
<th>Mandate</th>
<th>Composition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joint City/School Boards Relations Sub-Committee</td>
<td>• Council Authority: Items 36 and 37, Committee of the Whole Report 01-030, CM: October 2, 2001</td>
<td>4 members of Council (2 District/2 Separate) plus the Mayor or his designate</td>
</tr>
<tr>
<td></td>
<td>• Re-established: Item 7(b), Corporate Administration Committee Report 04-001 – CM: January 14, 2004</td>
<td>2 representatives from each of the School Boards</td>
</tr>
<tr>
<td></td>
<td>• To assist in addressing issues affecting the City of Hamilton and the Hamilton-Wentworth District and Hamilton-Wentworth Catholic Separate School Boards</td>
<td></td>
</tr>
<tr>
<td>Governance Review Sub-Committee</td>
<td>• Council Authority: Item 24, Committee of the Whole Report 03-004, CM: February 12, 2003</td>
<td>5 members of Council; all members of Council to be invited to all meetings</td>
</tr>
<tr>
<td></td>
<td>• Re-established: Item 7(c), Corporate Administration Committee Report 04-001 – CM: January 14, 2004</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• To report back to Council with respect to the required procedure/process to re-establish the Standing Committee structure</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• To review the Volunteer Co-ordinating Committee structure, and how to incorporate the VCC’s into the standing committee structure and the staffing implications, and report back during the first part of the new term of Council</td>
<td></td>
</tr>
<tr>
<td>Copps Coliseum Proposal Sub-Committee</td>
<td>• Council Authority: Motion, CM: March 10, 2004</td>
<td>4 members of Council</td>
</tr>
<tr>
<td></td>
<td>• To investigate the Request for Proposal process submitted by HHC Acquisition Corp. for the exclusive right to operate Copps Coliseum contingent upon HHC acquiring an NHL team located in Hamilton</td>
<td></td>
</tr>
<tr>
<td>Legal Services Operational Review Sub-Committee</td>
<td>• Council Authority: Motion 7.2, CM: January 12, 2005</td>
<td>4 members of Council</td>
</tr>
<tr>
<td></td>
<td>• Term Extension: Motion 7.7, CM: June 14, 2006</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• To work with Catalyst Consulting in order to complete the operational review of Legal Services</td>
<td></td>
</tr>
<tr>
<td>Sub-Committee</td>
<td>Mandate</td>
<td>Composition</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------</td>
</tr>
</tbody>
</table>
| Catastrophic Events Sub-Committee     | • Council Authority: Item 23, Committee of the Whole Report 03-009, CM: April 9, 2003  
• Re-established: Item 7(b), Corporate Administration Committee Report 04-001 – CM: January 14, 2004  
• To advise on the parameters of a Contingency Fund established to assist residents who suffer as a result of catastrophic events i.e., fires or floods  
• To consider methods of protecting the City from liability matters | 3 members of Council                   |
| Water/Wastewater Business Case Study Steering Sub-Committee | • Council Authority: Item 34, Committee of the Whole Report 02-030, CM: September 11, 2002  
• Re-established: Item 7(b), Corporate Administration Committee Report 04-001 – CM: January 14, 2004  
• To prepare a business case study which examines the feasibility of establishing a Water and Wastewater Corporation owned by the City of Hamilton under the new Municipal Act, 2001 | 6 members of Council, including the Mayor |
| HECFI Operational Review Steering Sub-Committee | • Council Authority: Item 4, Committee of the Whole Report 03-012, CM: April 23, 2003  
• Re-established: Item 7(c), Corporate Administration Committee Report 04-001 – CM: January 14, 2004  
• To select the consultant to be retained to assist with the operational review of HECFI | 4 members of Council                   |
| HECFI Implementation Sub-Committee    | • Council Authority: Item 3, Strategic Planning and Budgets Committee Report 04-007 – CM: May 26, 2004  
• To oversee the recruitment of members to a new HECFI Board and to oversee the HEFI transition process | Mayor or designate and 5 members of Council |
| Peer Print Review Sub-Committee       | • Disbanded by Council Resolution – Item 13, Corporate Administration Committee Report 06-006 – CM: April 26, 2006                                                                                       |                                       |