The Mayor called upon Reverend Rick Burgess to lead Council in prayer.

**APPROVAL OF THE AGENDA**

The Clerk advised of the following changes to the agenda:

1. **ADDED CORRESPONDENCE**

   5.6 Correspondence from Larry Fedec, P.Eng., M.B.A., Senior Waste Services Engineer, AECOM, respecting Application for an Amendment to Newalta Corporation’s Stoney Creek Landfill Environmental Compliance Approval No. A181008

   Recommendation: Be received.

   5.7 Correspondence from George F. Benton, Peter D. Ewen and Kenneth C. Adamson, The Trustees of Moore Sovereign Consistory, respecting the Scottish Rite and the Strathcona Secondary Plan

   Recommendation: Be received.

2. **REPORTS**

   6.5 Audit, Finance & Administration Committee Report 13-010
That the agenda for the October 9, 2013 meeting of Council be approved, as amended.

CARRIED

DECLARATIONS OF INTEREST

None.

CEREMONIAL ACTIVITIES/ANNOUNCEMENTS

None.

APPROVAL OF MINUTES

4.1 September 25, 2013

(Partridge/Johnson)
That the Minutes of the September 25, 2013, meeting of Council be approved, as presented.

CARRIED

COMMUNICATIONS

(Powers/Pasuta)
That Council Communications 5.1 through 5.7 be approved, as amended, as follows:

5.1 AMO News respecting “Development Charges Act (DCA) Consultations”
Recommendation: Be received.

5.2 AMO Report to Members – Highlights of the September 2013 Board Meeting
Recommendation: Be received.

5.3 Correspondence from Marilyn and Darvin Dolyniuk respecting the authority of police officers to carry tasers
Recommendation: Be received and be referred to the Police Services Board.

5.4 Correspondence from Ken Phillips, CAO/Secretary-Treasurer, respecting Conservation Halton 2014 Budget
Recommendation: Be received.
5.5 Resolution from the City of Kenora respecting “Provincial Ban of Flying Lanterns”

Recommendation: Be endorsed.

Yeas: Bratina, Duvall, Collins, Merulla, Farr, McHattie, Clark, Pasuta, Powers, Partridge, Whitehead, Pearson, Jackson, Morelli
Total: 14
Nays: Ferguson, Johnson
Total: 2

5.6 Correspondence from Larry Fedec, P.Eng., M.B.A., Senior Waste Services Engineer, AECOM, respecting Application for an Amendment to Newalta Corporation’s Stoney Creek Landfill Environmental Compliance Approval No. A181008

Recommendation: Be received.

5.7 Correspondence from George F. Benton, Peter D. Ewen and Kenneth C. Adamson, The Trustees of Moore Sovereign Consistory, respecting the Scottish Rite and the Strathcona Secondary Plan

Recommendation: Be received.

CARRIED AS AMENDED

(Farr/McHattie)
That Council move into Committee of the Whole for consideration of the Committee Reports.

CARRIED

GENERAL ISSUES COMMITTEE REPORT 13-018(a)

(Bratina/Partridge)
That the 13-018(a) Report of the General Issues Committee be received.

CARRIED

PLANNING COMMITTEE REPORT 13-015

Item 4 The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan (PED13143/ PW13053) (Ward 1) (Item 6.2)

(Farr/Partridge)
That Item 4 of Planning Committee Report 13-015, be amended by adding a new sub-section (m) as follows:
That Appendix “A” to Report PED13143/PW13053, Amendment No. ____ to the Urban Hamilton Official Plan, be amended, as follows:

(i) That on Page 19 of 61, Policy number 6.6.6.2 subsection e) v) be amended by deleting the words “the policies of this Plan” following the words “facility shall address” to read as follows:

“v) The proposed drive-through facility shall address the design principles of Section B.3.3.2 of Volume 1, the built form policies of Section B.3.3.3 of Volume 1, and the Access and Circulation policies of Section B.3.3.9 of Volume 1.”

(ii) That on page 42 of 61, Policy number 6.6.15.2, Area Specific Policy – Area B, be amended by adding the following policy:

e) In addition to the uses permitted in Policy 6.6.15.2 a) – Area Specific Policy – Area B, for the property located at 443 Main Street West, designated Mixed Use – Medium Density, on Map B.6.6-1 Strathcona Secondary Plan: Land Use Plan, a drive-through facility in conjunction with a restaurant within the building existing at the date of the final approval and coming into effect of the Sections of this Official Plan shall be permitted.

(iii) That on page 44 of 61, the following site specific policies be added:

Site Specific Policy – Area H

6.6.15.8 Notwithstanding the uses permitted in Section E.4.6.5 b) – Mixed Use – Medium Density Designation of Volume 1, for the property located at 50 Dundurn Street South, designated Mixed Use – Medium Density, shown as Area H on Map B.6.6-1 Strathcona Secondary Plan: Land Use Plan, a drive-through facility within the building existing at the date of the final approval and coming into effect of the Sections of this Official Plan shall be permitted.

Site Specific Policy – Area I

6.6.15.9 Notwithstanding the uses permitted in Section E.4.6.5 b) – Mixed Use – Medium Density Designation of Volume 1, for the properties
located at 620, 622 and 624 King Street West, designated Mixed Use – Medium Density, shown as Area I on Map B.6.6-1 Strathcona Secondary Plan: Land Use Plan, one drive-through facility in conjunction with a restaurant shall be permitted.

Amendment CARRIED

The motion was separated for voting purposes:

Recommendation (c) CARRIED, on the following vote:

<table>
<thead>
<tr>
<th>Yeas</th>
<th>Bratina, Duvall, Collins, Merulla, Farr, McHattie, Clark, Johnson, Pasuta, Powers, Partridge, Whitehead, Pearson, Jackson, Morelli</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>15</td>
</tr>
<tr>
<td>Nays</td>
<td>Ferguson</td>
</tr>
<tr>
<td>Total</td>
<td>1</td>
</tr>
</tbody>
</table>

The main motion (excluding recommendation (c)) CARRIED, on the following vote:

<table>
<thead>
<tr>
<th>Yeas</th>
<th>Bratina, Duvall, Collins, Merulla, Farr, McHattie, Clark, Johnson, Ferguson, Pasuta, Powers, Partridge, Whitehead, Pearson, Jackson, Morelli</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>16</td>
</tr>
<tr>
<td>Nays</td>
<td>0</td>
</tr>
</tbody>
</table>

Item 5 Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 - 24 Emerald Street South (Hamilton) (PED13119) (Ward 3) (Item 8.1)

(Merulla/Clark)
That item 5 of the Planning Committee Report 13-015 be amended by adding a new sub-section (c) to read as follows:

(c) That the outpatient and inpatient complement not change from the current complement.

The amendment CARRIED, on the following standing recorded vote:

<table>
<thead>
<tr>
<th>Yeas</th>
<th>Bratina, Duvall, Collins, Merulla, Farr, McHattie, Clark, Johnson, Ferguson, Pasuta, Powers, Partridge, Whitehead, Pearson, Jackson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>15</td>
</tr>
<tr>
<td>Nays</td>
<td>Morelli</td>
</tr>
<tr>
<td>Total</td>
<td>1</td>
</tr>
</tbody>
</table>
The main motion as amended CARRIED, on the following standing recorded vote:

Yeas: Bratina, Duvall, Farr, McHattie, Clark, Johnson, Ferguson, Pasuta, Powers, Partridge, Whitehead, Pearson
Total: 12
Nays: Morelli, Jackson, Merulla, Collins
Total: 4

Item 11 Newalta Landfill Proposal (Item 9.5)

(Clark/Johnson)
That item 11 of the Planning Committee Report 13-015 be amended by adding a new sub-section (e) to read as follows:

(e) That a copy of the resolution be forwarded to the Minister of the Environment, local MPPs, the Premier of Ontario and Newalta.

Amendment CARRIED

(Farr/Morelli)
That the FIFTEENTH Report of the Planning Committee be adopted, as amended, and the information section received. (attached hereto)

CARRIED

GENERAL ISSUES COMMITTEE REPORT 13-020

Item 12 Impacts of Provincial Downloading (New Business)

By consensus, Council agreed to add the words “and Caucus Committees”, following the words, “Standing Committee”, to read as follows:

That City Council explore the feasibility of making a formal presentation to the appropriate Standing Committee and Caucus Committee at Queen’s Park when the Province is considering any Bill which will correlate to any impacts of downloading to the City of Hamilton.

Item 13 Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton

(Farr/Morelli)
(a) That Item 13 of General Issues Committee Report 13-020 respecting “Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton” be amended by deleting sub-section (a) in its entirety and replacing it with the following in lieu thereof:
“(a) That staff from the City Manager's Office confirm with Public Safety Canada what staffing changes are being made at the downtown Federal halfway house and the impact of those changes on public safety;

(b) That representatives from Public Safety Canada be invited to a meeting of the General Issues Committee at the earliest possible date to present their reasoning behind the staffing changes and to answer questions regarding the Federal halfway house including information about the current program and residents, and future plans for the facility including relocation;

(c) That a request be made to the Hamilton Police Services Board to provide a report to the General Issues Committee outlining their concerns relative to safety and security related to the location of the Halfway house on York Blvd.”

Amendment CARRIED as Amended

(Jackson/Ferguson)
That the amendment be amended by adding the words, “beyond Hamilton’s borders”, after the words, “future plans for the facility including relocation”

Amendment to the Amendment CARRIED

(Jackson/Ferguson)
That Item 13 of General Issues Committee Report 13-020 be amended by adding a new sub-section (c) to read as follows:

(c) That MPs be circulated the resolution and invited to attend the General Issues Committee.

Amendment to the Amendment CARRIED

(Bratina/Pasuta)
That the TWENTIETH Report of the General Issues Committee be adopted, as amended, and the information section received. (attached hereto)

CARRIED

PUBLIC WORKS COMMITTEE REPORT 13-012

(Ferguson/Powers)
That the TWELFTH Report of the Public Works Committee be adopted, and the information section received. (attached hereto)

CARRIED
AUDIT, FINANCE & ADMINISTRATION COMMITTEE REPORT 13-010

(Pearson/Johnson)
That the Rules of Order be waived with respect to the 48 hour rule to allow the introduction of Audit, Finance & Administration Committee Report 13-010.  
CARRIED

(Pearson/Johnson)
That the TENTH Report of the Audit, Finance & Administration Committee be adopted, and the information section received. (attached hereto)
CARRIED

(Farr/McHattie)
That the Committee of the Whole Rise and Report.
CARRIED

MOTIONS

7.1 Burlington Lift Bridge

(Collins/Merulla)
Whereas Hamilton City Council passed a Motion on May 25, 2005 asking the active participation and funding of Public Works Canada in the design and construction of multi-use pathway on the Lake Side of the Burlington Lift Bridge; and

Whereas on September 14, 2005 Council received a positive response from the Ministry of Public Works and Government Services which indicated their support of the co-operative approach and commissioning of a study on the construction of a sidewalk; and

Whereas the Burlington Lift Bridge provides an essential Canal crossing link for motor vehicles and pedestrians via a sidewalk on the Bay side of the Structure; and

Whereas the cities of Burlington and Hamilton have linked their multi-use paths along their respective shorelines on the Lakeside of Eastport Drive leading directly to the Lift Bridge; and

Whereas a functional and safe means of crossing the Canal is required; and

Whereas promoting safe routes for cyclists will assist the Government of Canada in meeting its commitment to reduce greenhouse gas emissions with the added benefit of improving air quality and improving the sustainability of the cities of Burlington and Hamilton; and
Whereas it is in the public interest for all levels of government to act cooperatively and in partnership in funding and implementing a safe and functional connection across the Lift Bridge for the benefit of all users of the multiuse pathway;

Therefore Be It Resolved:

(a) That the City of Hamilton requests, in co-operation with the City of Burlington, that Public Works Canada resume their active participation role in the design and funding of a multi-use pathway on the Lake side of the Burlington Lift Bridge to connect with the multiuse pathways in the City of Burlington and the City of Hamilton;

(b) That a copy of this resolution be sent to the Minister of Public Works, area Members of Parliament, the City of Burlington, The Hamilton Port Authority, the Hamilton Waterfront Trust, the Hamilton Harbour Remedial Action Plan office, the Greater Bay Area Sub-Committee and the Hamilton Cycling Committee.

CARRIED

7.2 Amendment to Item 3 of Public Works Committee Report 13-005

(Jackson/Johnson)
That the sub-sections 3 (c)(i)(2) and 3(c)(i)(2)(aa) of Public Works Committee Report 13-005, approved by Council on April 24, 2013, be amended through the deletion of the word “temporary”, to read as follows:

3. ROPA9 Transportation Master Plan Review (PW13032) (Wards 6, 9 & 11) (Item 8.1)

(c) (i) That Public Works and Planning & Economic Development staff be directed to stage, implement and fund the following projects, included in ROPA9 Transportation Master Plan Review (2013), with funds advanced from Capital Project Account No. (s) 4030980986 and 4030980984 (not to exceed the estimated costs):

1. Closure of Upper Mount Albion Road at Rymal Road at an estimated cost of $81,000;

2. Provision of a temporary traffic control signal at the intersection of Pritchard Road and Rymal Road at an estimated cost of $79,000;

(aa) That staff be required to consult with the Ward Councillor prior to removal of the temporary
control signal at Pritchard Road and Rymal Road.

CARRIED

7.3 Amendment to Item 3 of Planning Committee Report 13-014

(Farr/Partridge)
That the sub-section (a) of Planning Committee Report 13-014, approved by Council on September 25, 2013, be amended by adding a new sub-section (a)(iv), to read as follows:

3. Application for Amendments to the Town of Flamborough Zoning By-law No. 90-145-Z for Lands Located at 392, 488, and 530 Dundas Street East (Flamborough) (PED13140) (Ward 15) (Item 6.5)

(a) That approval be given to Zoning Application ZAC-12-013, by Waterdown Bay Ltd., for a change in zoning to permit a residential, commercial, and mixed-use subdivision, for lands located at 392, 488, and 530 Dundas Street East (Flamborough), as shown on Appendix “A” to Report PED13140, on the following basis:

(iv) That the draft By-law, attached as Appendix “C” to Report PED13140, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;

CARRIED

7.4 QPA Solar Inc. – Ontario Power Authority New Feed in Tariff Program

(Powers/Partridge)
Whereas, by Council resolution of September 26, 2012 the City of Hamilton supported the Ontario Power Authority’s new Feed in Tariff Program for the construction and operation of roof mounted solar photovoltaic installations within the City of Hamilton;

And Whereas, by Council resolution of September 26, 2012, the City of Hamilton directed that ground mounted installations be dealt with on an individual basis and forwarded to Council for approval;

And Whereas, Council has received correspondence from QPA Solar Inc. requesting municipal council support for roof mounted and ground mounted Solar PV System installations

Therefore, Be It Resolved:

(a) That the correspondence attached as Appendix “A” hereto from QPA Solar be received;
(b) That the request submitted by QPA Solar Inc. for roof-mounted and ground-mounted solar photovoltaic installations for the locations outlined in Appendix B attached hereto, be approved.

CARRIED

7.5 Funding for a Multi-Use Concrete Pad in Westover Park

(Pasuta/Partridge)

(a) That the City of Hamilton provide a one-time grant of $75,000 to the Rockton Lions Club, who is working in conjunction with the Rockton Parks and Recreation Sub-Committee towards the construction of an outdoor multi-use concrete pad at Westover Park;

(b) That the grant funds be conditional on the completion of (d) and (e) below, to the satisfaction of the City;

(c) That the conditional grant monies be funded from the Unallocated Capital Reserve Flamborough - Account No. 108032;

(d) That the City enter into a construction agreement with the Rockton Lions Club for the construction of an outdoor concrete multi-use pad at Westover Park;

(e) That the City enter into a new land lease agreement with Enbridge Pipeline Incorporated for the lands comprising Westover Park, for a new 10-year term, commencing September 1, 2014, with a lease cost of $1.00 per year, with a renewal option, and with terms and conditions acceptable to the General Manager of Community and Emergency Services;

(f) That the Mayor and City Clerk be authorized and directed to execute the construction agreement, the land lease agreement, and all necessary ancillary documents in a form satisfactory to the City Solicitor and with content acceptable to the General Manager of Community and Emergency Services.

CARRIED

NOTICES OF MOTION

STATEMENT BY MEMBERS

Members of Council used this opportunity to discuss matters of general interest.
10.1 Closed Session Minutes – September 25, 2013

(Duvall/Partridge)
That the Closed Session Minutes of September 25, 2013 be approved as presented and remain confidential.

CARRIED

BY-LAWS AND CONFIRMING BY-LAW

(Powers/Pasuta)
That Bill 258 To Amend Zoning By-law No. 05-200 Respecting Lands Located at 22 - 24 Emerald Street South, Hamilton, be deleted from the Bill’s List and the remaining Bills be renumbered accordingly.

CARRIED

(Powers/Pasuta)
That Bills No. 13-243 to 13-254 be passed, and that the Corporate Seal be affixed thereto, and that the By-laws be numbered and signed by the Mayor and the City Clerk to read as follows:

By-Law No.

243 To Amend By-law No. 01-215
Being a By-law To Regulate Traffic
Schedule 1- Official Signs
Schedule 13 – Designated Traffic Lanes

244 To Repeal By-law No. 13-202
To Amend Zoning By-law No. 6593 (Hamilton)
Respecting 273, 277, and 279 East Avenue North

245 To Amend Zoning By-law No. 6593 (Hamilton)
Respecting 273, 277, and 279 East Avenue North

246 To Amend Zoning By-law No. 05-200,
Respecting Lands Located at 392, 488, and 530 Dundas Street East,
Concession 3, Part of Lots 2, 3, 4, and 5 (East Flamborough), in the Former Town of Flamborough, now in the City of Hamilton

247 To Amend Zoning By-law No. 3692-92 (Stoney Creek)
Respecting the Lands Located at 98 Shoreview Place

248 To Amend By-law No. 01-215
Being a By-law To Regulate Traffic
Schedule 5 – Stop Control

249 To Amend By-law No. 01-215
Being a By-law To Regulate Traffic
Schedule 5 – Stop Control
To Amend By-law No. 01-215
Being a By-law To Regulate Traffic
Schedule 1 – Official Signs
Schedule 13 - Designated Traffic Lanes

To Incorporate City Land Designated as Parts 10 and 11 on Plan 62R-14991 into Highland Road West

Removal of Part Lot Control
Blocks 32 and 33, Registered Plan No. 62M-1190

Removal of Part Lot Control
Blocks 109 & 110, Registered Plan No. 62M-1181, “Summit park – Phase 7” (2-38 & 54-66 Celestial Crescent)

To Confirm Proceedings of Council

CARRIED As Amended

(Partridge/Collins)
That, there being no further business, the City Council meeting be adjourned at 8:15 p.m.

CARRIED

Respectfully submitted,

Mayor B. Bratina

R. Caterini, B. Comm., AMCT
City Clerk
Office of the City Clerk
GENERAL ISSUES COMMITTEE
REPORT 13-018(a)
9:30 a.m.
Friday, September 20, 2013
Council Chambers
Hamilton City Hall
71 Main Street West

Present: Deputy Mayor J. Farr (Chair)
Mayor R. Bratina
Councillors B. Clark, C. Collins, L. Ferguson, S. Merulla,
R. Pasuta, M. Pearson, T. Whitehead

Absent with Regrets: Councillors S. Duvall, B. Johnson, B. McHattie, B. Morelli,
J. Partridge, R. Powers – City Business
Councillor T. Jackson – Out-of-Town

THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 13-018(a) FOR
INFORMATION AS FOLLOWS:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised that there were no changes to the agenda.

The agenda was approved as presented.

(b) DECLARATIONS OF INTEREST (Item 2)

None

(c) APPROVAL OF PREVIOUS MINUTES (Item 3.1)

None

(d) TOUR LOCATIONS

Councillor T. Whitehead requested that the tour include the area of West 19th
Street and Sanatorium Road.

Council – October 9, 2013
The Committee agreed that the bus tour would not include those sites listed on the agenda where the Ward Councillor is absent.

(e) **ADJOURNMENT (Item 9)**

At 10:00 a.m., a quorum was not present and the meeting stood adjourned.

Respectfully submitted

Councillor J. Farr
Deputy Mayor

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk
PLANNING COMMITTEE
REPORT 13-015
As Amended by Council on October 9, 2013
9:30 am
Tuesday, October 1, 2013
Council Chambers
Hamilton City Hall
71 Main Street West

Present:
Councillors J. Farr (Chair), B. Johnson (1st Vice Chair),
J. Partridge (2nd Vice Chair), B. Clark, C. Collins, L. Ferguson,
T. Whitehead and R. Pasuta

Absent with Regrets:
Councillor M. Pearson – City Business

Also Present:
Councillor B. McHattie
Councillor B. Morelli

THE PLANNING COMMITTEE PRESENTS REPORT 13-015 AND RESPECTFULLY RECOMMENDS:

1. Capital Projects' Status as of June 30, 2013 (PED13159) (City Wide) (Item 5.1)

That Report PED13159, Capital Projects' Status as of June 30, 2013, be received.

2. Request to Designate 634 Rymal Road West (Hamilton) (Paradise Corner Children’s Centre, Former Union School), Under Part IV of the Ontario Heritage Act (PED13160) (Ward 8) (Item 5.2)

(a) That Council include 634 Rymal Road West (Hamilton) in the Register of Property of Cultural Heritage Value or Interest, and that staff make the appropriate amendments to the Register of Property of Cultural Heritage Value or Interest;

Council – October 9, 2013
(b) That Council direct staff to carry out a Cultural Heritage Assessment of 634 Rymal Road West (Hamilton) to determine whether the property is of cultural heritage value, and worthy of designation under Part IV of the Ontario Heritage Act;

(c) That if 634 Rymal Road West (Hamilton) is determined to be of cultural heritage value or interest, a Statement of Cultural Heritage Value and Description of Heritage Attributes be prepared by staff for Council’s consideration for designation under Part IV of the Ontario Heritage Act;

(d) That the Cultural Heritage Assessment work be assigned a low priority, and be added to staff’s workplan for completion in 2019, as per Appendix “G” to Report PED13160;

(e) That Report PED13160 be forwarded to the Hamilton Municipal Heritage Committee for information;

(f) That Report PED13160 be forwarded to the owner of 634 Rymal Road West (Hamilton) for information.

3. Application for a Zoning By-law Amendment for Lands Located at 98 Shoreview Place (Stoney Creek) (PED13156) (Ward 10) (Item 6.1)

(a) That approval be given to Zoning By-law Application ZAC-12-042, by King-Tis Investments Limited, c/o Tom Weisz (Owner), for a change in zoning from the Small Scale Institutional “IS” Zone to the Multiple Residential “RM3-52” Zone, with a Special Exception, in order to permit the development of 72 townhouse units, for lands located at 98 Shoreview Place (Stoney Creek), as shown on Appendix “A” to Report PED13156, on the following basis:

(i) That the draft By-law, attached as Appendix “B” to Report PED13156, that has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;

(ii) That the amending By-law, attached as Appendix “B” to Report PED13156, be added to Map No. “1” of former City of Stoney Creek Zoning By-law No. 3692-92;

(iii) That the proposed change in zoning is in conformity with the Urban Hamilton Official Plan.
(b) That upon finalization of the implementing By-law, the subject lands within the Lakeshore Neighbourhood Plan be re-designated from “Parkland/Open Space - Park” to “Medium Density Residential”.


(a) That Official Plan Amendment No. to the Urban Hamilton Official Plan be approved, and that the By-law, attached as Appendix “A” to Report PED13143 / PW13053, which has been prepared as a By-law of adoption, in a form satisfactory to the City Solicitor, be approved and forwarded to Council for approval;

(b) That the Strathcona Secondary Plan Urban Design Guidelines, attached as Appendix “B” to Report PED13143 / PW13053, be adopted;

(c) That the Strathcona Transportation Management Plan, attached as Appendix “D” to Report PED13143 / PW13053, be endorsed;

(d) That the General Manager of the Public Works Department be authorized and directed to file the Strathcona Transportation Management Plan, attached as Appendix “D” to Report PED13143 / PW13053, with the Municipal Clerk for a minimum thirty day public review period;

(e) That upon the completion of the thirty day public review, the General Manager of the Public Works Department be authorized and directed to consider the recommended Schedule B projects for the purpose of future Capital Budget submissions, provided no comments or “Part II Order” requests are received that cannot be resolved;

(f) That the recommended projects, attached as Appendix “E” to Report PED13143 / PW13053, be received and approved.

(g) That Site Specific Area E be deleted from Map B.6.6-1 and that policy 6.6.15.5 be deleted from the Secondary Plan;

(h) That the properties known municipally as 158-160 Dundurn Street North; 577-587 York Boulevard; and 155-157 Strathcona Avenue North, be changed from “Mixed Use – Medium Density” to “Low Density Residential 3” on Map B.6.6-1.

(i) That the properties known municipally as 129-131 Locke Street North; and 122-124 Locke Street North, be changed from “High Density Residential” to “Low Density Residential 3” on Map B.6.6-1.
(j) That staff be directed to amend the subsequent policies and policy numbers to reflect the changes above.

(k) That Appendix “A” to Report PED13143 / PW13053 be amended, as follows:

(i) That on Page 35 of 61, Policy number 6.6.14.3.5, subsection a) be amended by deleting subsection a) in its entirety and replacing it with the following:

“a) There shall be no negative impacts on the Core Areas natural features of their ecological functions.”

(ii) That on page 37 of 61, Policy number 6.6.14.4.3 be amended by adding the words “and deemed feasible to the satisfaction of the City” following the words “landscape, wherever possible”.

(iii) That on page 47 of 61, the definition of Significant Woodland be amended by adding the following paragraph after subsection c) and prior to the text “In the City of Hamilton” as follows:

“The presence of European Buckhorn, Common Lilac, and Staghorn Sumac shall be irrelevant to the determination of whether a woodland is a significant woodland.”

(l) That the closure of one lane on Main Street be referred to the City Wide Master Transportation Plan process.

(m) That Appendix “A” to Report PED13143/PW13053, Amendment No. ___ to the Urban Hamilton Official Plan, be amended, as follows:

(i) That on Page 19 of 61, Policy number 6.6.6.2 subsection e) v) be amended by deleting the words “the policies of this Plan” following the words “facility shall address” to read as follows:

“v) The proposed drive-through facility shall address the design principles of Section B.3.3.2 of Volume 1, the built form policies of Section B.3.3.3 of Volume 1, and the Access and Circulation policies of Section B.3.3.9 of Volume 1.”

(ii) That on page 42 of 61, Policy number 6.6.15.2, Area Specific Policy – Area B, be amended by adding the following policy:

e) In addition to the uses permitted in Policy 6.6.15.2 a) – Area Specific Policy – Area B, for the property located at 443 Main Street West, designated Mixed Use – Medium Density.
on Map B.6.6-1 Strathcona Secondary Plan: Land Use Plan, a drive-through facility in conjunction with a restaurant within the building existing at the date of the final approval and coming into effect of the Sections of this Official Plan shall be permitted."

(iii) That on page 44 of 61, the following site specific policies be added:

**Site Specific Policy – Area H**

6.6.15.8 Notwithstanding the uses permitted in Section E.4.6.5 b) – Mixed Use – Medium Density Designation of Volume 1, for the property located at 50 Dundurn Street South, designated Mixed Use – Medium Density, shown as Area H on Map B.6.6-1 Strathcona Secondary Plan: Land Use Plan, a drive-through facility within the building existing at the date of the final approval and coming into effect of the Sections of this Official Plan shall be permitted.

**Site Specific Policy – Area I**

6.6.15.9 Notwithstanding the uses permitted in Section E.4.6.5 b) – Mixed Use – Medium Density Designation of Volume 1, for the properties located at 620, 622 and 624 King Street West, designated Mixed Use – Medium Density, shown as Area I on Map B.6.6-1 Strathcona Secondary Plan: Land Use Plan, one drive-through facility in conjunction with a restaurant shall be permitted.

5. Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 - 24 Emerald Street South (Hamilton) (PED13119) (Ward 3) (Item 8.1)

That approval be given to Zoning By-law Amendment Application ZAR-12-056 by the Astra Society, Owner, for a change in zoning from the “H” (Community Shopping and Commercial, etc.) District, in Zoning By-law No. 6593, to the Community Institutional (I2, 453) Zone, with a Special Exception, in Zoning By-law No. 05-200, to permit the expansion of the existing Corrections Residence and addition of a Social Services Establishment use, on lands identified at 22 - 24 Emerald Street South, as shown on Appendix “A” to Report PED13119, on the following basis:
(a) That the draft By-law, attached as Appendix “B” to Report PED13119, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;

(b) That the proposed change in zoning conforms to the Hamilton-Wentworth Official Plan and the City of Hamilton Official Plan.

(c) That the outpatient and inpatient complement not change from the current complement.

6. Hamilton Municipal Heritage Committee – Report 13-005

(a) Ontario Heritage Trust Award Nominations (Item 7.3)

That the following nominations respecting the Ontario Heritage Trust Awards be made in the following categories:

(i) That The Beach Canal Lighthouse Group be nominated for the Ontario Heritage Trust Award for Built Heritage, consisting of the following members:

- Stewart Patch, Chair
- George Thomson, Vice-Chair
- Barbara Murray, Treasurer
- Rosalind Brennenman, Director
- Anthony Butler, Secretary
- Bruce Hoyle, Director
- Robin McKee, Director
- Gloria Pfeferele, Membership Coordinator

(ii) That the Doors Open Hamilton 2013 Volunteer Organizing Committee be nominated for the Ontario Heritage Trust Award for Cultural Heritage, consisting of the following members:

- Rebecca Beatty
- Ken Coit
- Franca Hicks
- Ron Johnson
- Bridget Ker
- Erica Miracoli
- Barbara Murray
- Mary Pocius
- Donna Reid
- Shawn Selway
- Christopher Redford
(iii) That Patricia Saunders be nominated for the Ontario Heritage Trust Award for Lifetime Achievement.

7. Downtown Parking Transportation Demand Management (Item 9.1)

That staff be directed to establish a staff working group including representatives from parking, traffic, transportation, and HSR to strategize on a more coordinated and comprehensive approach to advancing the various Transportation Demand measures (for example, car share, bike lanes, carpooling, bike lockers, etc.) and in devising a more coordinated approach to pricing downtown parking rates as a whole.

8. Downtown Parking Mosque Parking (Item 9.2)

That staff meet and negotiate a temporary parking agreement with the Wilson Street downtown Mosque under the conditions that all issues are covered in that discussion.

9. Road widening (Item 9.3)

That Planning and Public Works staff prepare a report to Planning Committee respecting concerns and issues related to excessive setback and road widening requirements in all the City’s downtowns.

10. Fruitland-Winona Secondary Plan Public Meeting (Item 9.4)

(a) That the November 19, 2013, Planning Committee Meeting be relocated from City Hall to the Stoney Creek Municipal Service Centre to facilitate the statutory public meeting for the Fruitland-Winona Secondary Plan Urban Hamilton Official Plan amendment;

(b) That the appellants respecting the Fruitland-Winona Secondary Plan Urban Hamilton Official Plan amendment be informed of the scheduled public meeting.

11. Newalta Landfill Proposal (Item 9.5)

WHEREAS on August 13, 2013, Council requested that Newalta Corporation (“Newalta”) provide supporting documents for Newalta’s proposal to increase the
height of the Newalta Stoney Creek Landfill Site and draft documents have since been received from Newalta;

WHEREAS the City is concerned that there has been inadequate public notice and consultation with respect to Newalta’s proposed changes to the height of the Newalta Stoney Creek Landfill Site, particularly given the significant residential community in the vicinity of the Site;

Be it resolved:

That the following comments be forwarded to Newalta, the Ministry of Environment (“MOE”) Environmental Approvals Access and Service Integration Branch, local MPPs and the Environmental Commissioner of Ontario:

(a) Newalta’s proposal to change the height of the Newalta Stoney Creek Landfill Site should be treated as environmentally significant and therefore the MOE should do everything in its power to provide appropriate notice to the public of Newalta’s proposal by posting a public notice on the Environmental Registry and also by providing additional public notice in accordance with the Environmental Bill of Rights, 1993;

(b) Newalta’s proposed changes to the Newalta Stoney Creek Landfill Site have not undergone sufficient public consultation, particularly given that the consultation to date has only been during the summer months, and therefore the MOE should do everything in its power to require enhanced public participation in accordance with the Environmental Bill of Rights, 1993;

(c) Newalta should be required to provide comprehensive information to the public, particularly nearby residents, of the proposed changes to the height of the landfill, including any additional height which will be added as a cap to the top of the landfill waste and any associated analysis of the potential impact of that additional height, so that the full extent of Newalta’s proposal is known and understood by the community;

(d) That given the history of dust and odours with the last known resident directly north of the landfill (C. Utter Farm), the city remains seriously concerned about the impact on the Empire Home subdivision.

(e) That a copy of the resolution be forwarded to the Minister of the Environment, local MPPs, the Premier of Ontario and Newalta.
FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised of the following changes to the Agenda:

1. DELEGATION REQUESTS

4.2 Delegation requests respecting Item 8.1, Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 – 24 Emerald Street South (Hamilton) (PED13119) (Ward 3), on today’s agenda:

   (i) Bob Sim, President, St. Leonard’s Society of Hamilton
   (ii) John Clinton, Executive Director, St. Leonard’s Society of Hamilton
   (iii) Jessica Moore, Manager, St. Leonard’s Society of Hamilton
   (iv) Ed Fothergill

2. PUBLIC HEARINGS AND DELEGATIONS

6.2 The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan (PED13143 / PW13053) (Ward 1)

   (ii) Correspondence from John Terpstra
   (iii) Correspondence from Alison Hannam
   (iv) Correspondence from Scott Hannam
   (v) Correspondence from Andrew Pettit
   (vi) Correspondence from Glenn Hamilton
   (vii) Correspondence from Mary Leach
   (viii) Correspondence from Michael Power
   (ix) Correspondence from Garry Toth
   (x) Correspondence from Jennifer Dawson
   (xi) Correspondence from Christine Shaw
   (xii) Correspondence from AJ Lakatos Planning Consultant (1176792 Ontario Inc.)
   (xiii) Correspondence from WeirFoulds LLP – Shoppers Drug Mart
   (xiv) Correspondence from Townsend and Associates
   (xv) Correspondence from Raymond Beshro

3. DISCUSSION ITEMS
8.2 Hamilton Municipal Heritage Committee – Report 13-005

The Agenda for the October 1, 2013 meeting of the Planning Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

None.

(c) APPROVAL OF MINUTES (Item 3)

(i) September 17, 2013

The Minutes of the September 17, 2013 Planning Committee meeting were approved.

(d) DELEGATION REQUESTS (Item 4)

(i) Delegation Request from Sergio Manchia respecting Dawson Avenue private drainage matter for a future meeting (Item 4.1)

The delegation request Sergio Manchia respecting Dawson Avenue private drainage, was approved for a future meeting.

(ii) Delegation requests respecting Item 8.1, Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 – 24 Emerald Street South (Hamilton) (PED13119) (Ward 3), on today’s agenda:

(i) Bob Sim, President, St. Leonard’s Society of Hamilton
(ii) John Clinton, Executive Director, St. Leonard’s Society of Hamilton
(iii) Jessica Moore, Manager, St. Leonard’s Society of Hamilton
(iv) Ed Fothergill

The delegation requests respecting Item 8.1 Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands
Located at 22 – 24 Emerald Street South (Hamilton) (PED13119) (Ward 3), were approved for today’s meeting.

**(e) PUBLIC HEARINGS AND DELEGATIONS (Item 6)**

(i) Application for a Zoning By-law Amendment for Lands Located at 98 Shoreview Place (Stoney Creek) (PED13156) (Ward 10) (Item 6.1)

In accordance with the provision of the Planning Act, Chair J. Farr advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council approves the zoning by-law amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board, and the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

No public speakers came forward.

The public meeting, respecting Report PED13156, Application for a Zoning By-law Amendment for Lands Located at 98 Shoreview Place (Stoney Creek), was closed.

The staff presentation, respecting Report PED13156, Application for a Zoning By-law Amendment for Lands Located at 98 Shoreview Place (Stoney Creek), was waived.

For disposition on this Item, refer to item 3.


In accordance with the provision of the Planning Act, Chair J. Farr advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council approves the Secondary Plan, Official Plan Amendment and the Transportation Management Plan, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board, and the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.
Jocelyn Strutt, Planner, and Margaret Fazio, Project Manager, Environmental Planning, provided an overview of the report with the aid of PowerPoint Presentations. A copy of the presentations has been included in the public record.

The staff presentation respecting Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, was received.

Registered Speakers:

1. Jason Leach
   
   Mr. Leach expressed concerns with the aid of a PowerPoint Presentation. A copy of the presentation has been included in the public record.

2. Matt Johnston
   
   Mr. Johnston, on behalf of Shoppers Drug Mart, expressed concerns with the aid of a PowerPoint Presentation. A copy of the presentation has been included in the public record.

3. Mahesh P. Butani
   
   Mr. Butani expressed concerns with his application which is part of the new secondary plan.

4. Raychyl Whyte
   
   Ms. Whyte expressed concerns with the notification process and the loss of historical features.

5. Dave Mclaughlin
   
   Mr. Mclaughlin expressed concerns with the loss of historical features.

6. Victor Labreche
   
   Mr. Labreche expressed concerns on behalf of his clients with the aid of speaking notes. A copy of the notes has been included in the public record.
The public presentations respecting Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, was received.

The public meeting respecting Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, was closed.

The correspondence respecting Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, was received.

The recommendations to Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, were amended by adding new sub-sections (g), (h), (i), and (j) as follows:

(g) That Site Specific Area E be deleted from Map B.6.6-1 and that policy 6.6.15.5 be deleted from the Secondary Plan;

(h) That the properties known municipally as 158-160 Dundurn Street North; 577-587 York Boulevard; and 155-157 Strathcona Avenue North, be changed from “Mixed Use – Medium Density” to “Low Density Residential 3” on Map B.6.6-1.

(i) That the properties known municipally as 129-131 Locke Street North; and 122-124 Locke Street North, be changed from “High Density Residential” to “Low Density Residential 3” on Map B.6.6-1.

(j) That staff be directed to amend the subsequent policies and policy numbers to reflect the changes above.

The amendment CARRIED on the following vote:


Total: 7

Nays: B. Clark

Total: 1

Absent: M. Pearson

Total: 1
The recommendations to Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, were amended by adding a new subsection (k) as follows:

(k) That Appendix “A” to Report PED13143 / PW13053 be amended, as follows:

   (i) That on Page 35 of 61, Policy number 6.6.14.3.5, subsection a) be amended by deleting subsection a) in its entirety and replacing it with the following:

       “a) There shall be no negative impacts on the Core Areas natural features of their ecological functions.”

   (ii) That on page 37 of 61, Policy number 6.6.14.4.3 be amended by adding the words “and deemed feasible to the satisfaction of the City” following the words “landscape, wherever possible”.

   (iii) That on page 47 of 61, the definition of Significant Woodland be amended by adding the following paragraph after subsection c) and prior to the text “In the City of Hamilton” as follows:

       “The presence of European Buckhorn, Common Lilac, and Staghorn Sumac shall be irrelevant to the determination of whether a woodland is a significant woodland.”

The recommendations to Report PED13143/PW13053, The Strathcona Secondary Plan and Official Plan Amendment and the Strathcona Transportation Management Plan, were amended by adding new subsections (l), and (m) as follows:

(l) That the closure of one lane on Main Street be referred to the City Wide Master Transportation Plan process.

(m) That the York Street recommendations be referred to the City Wide Master Transportation Plan process.

Recommendation (m) was withdrawn.

The motion to withdraw CARRIED on the following vote:
Total: 7
Nays: L. Ferguson
Total: 1
Absent: M. Pearson
Total: 1

(l) That the closer of one lane on Main Street be referred to the City Wide Master Transportation Plan process.

The amendment CARRIED on the following vote:

Total: 7
Nays: J. Farr
Total: 1
Absent: M. Pearson
Total: 1

Councillor Ferguson expressed his opposition to the York amendments.

For disposition on this Item, refer to item 4.

Committee recessed at 2:37 p.m. Committee reconvened at 3:00 p.m.

(f) DISCUSSION ITEMS (Item 8)

(i) Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 - 24 Emerald Street South (Hamilton) (PED13119) (Ward 3) (Item 8.1)

Report PED13119, Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 - 24 Emerald Street South (Hamilton), was lifted from the table.

Delegations:

Ed Fothergill expressed the public consultation efforts with respects to this application.
Bob Sim, President, St. Leonard’s Society of Hamilton provided an overview of the organization and his association.

Jessica Moore, Manager, St. Leonard’s Society of Hamilton provided her association with the organization and the impact the organization has on the community. She also addressed the plans for the application to 22-24 Emerald Street South.

John Clinton, Executive Director, St. Leonard’s Society of Hamilton spoke to the application and what the organization is looking for with respects to zoning by-law changes.

The delegations respecting Report PED13119, Application for an Amendment to City of Hamilton Zoning By-law No. 05-200 for Lands Located at 22 - 24 Emerald Street South (Hamilton), was received.

The Committee approved to hear legal advice out of camera.

For disposition on this Item, refer to item 5.

(g) MOTIONS (Item 9)

(i) Downtown Parking Transportation Demand Management (Item 9.1)

That staff be directed to establish a staff working group including representatives from parking, traffic, transportation, and HSR to strategize on a more coordinated and comprehensive approach to advancing the various Transportation Demand measures (for example, car share, bike lanes, carpooling, bike lockers, etc.) and in devising a more coordinated approach to pricing downtown parking rates as a whole.

For disposition on this Item, refer to item 7.

(ii) Downtown Parking Mosque Parking (Item 9.2)

That staff meet and negotiate a temporary parking agreement with the Wilson Street downtown Mosque under the conditions that all issues are covered in that discussion.

For disposition on this Item, refer to item 8.

(iii) Road widening (Item 9.3)
That Planning and Public Works staff prepare a report to Planning Committee respecting concerns and issues related to excessive setback and road widening requirements in all the City's downtowns.

For disposition on this Item, refer to item 9.

(iv) Fruitland-Winona Secondary Plan Public Meeting (Item 9.4)

(a) That the November 19, 2013, Planning Committee Meeting be relocated from City Hall to the Stoney Creek Municipal Service Centre to facilitate the statutory public meeting for the Fruitland-Winona Secondary Plan Urban Hamilton Official Plan amendment;

(b) That the appellants respecting the Fruitland-Winona Secondary Plan Urban Hamilton Official Plan amendment be informed of the scheduled public meeting.

For disposition on this Item, refer to item 10.

(v) Newalta Landfill Proposal (Item 9.5)

WHEREAS on August 13, 2013, Council requested that Newalta Corporation (“Newalta”) provide supporting documents for Newalta’s proposal to increase the height of the Newalta Stoney Creek Landfill Site and draft documents have since been received from Newalta;

WHEREAS the City is concerned that there has been inadequate public notice and consultation with respect to Newalta’s proposed changes to the height of the Newalta Stoney Creek Landfill Site, particularly given the significant residential community in the vicinity of the Site;

Be it resolved:

That the following comments be forwarded to Newalta, the Ministry of Environment (“MOE”) Environmental Approvals Access and Service Integration Branch, local MPPs and the Environmental Commissioner of Ontario:

(a) Newalta’s proposal to change the height of the Newalta Stoney Creek Landfill Site should be treated as environmentally significant and therefore the MOE should do everything in its power to provide appropriate notice to the public of Newalta’s proposal by posting a public notice on the Environmental Registry and also by providing
additional public notice in accordance with the *Environmental Bill of Rights, 1993*;

(b) Newalta’s proposed changes to the Newalta Stoney Creek Landfill Site have not undergone sufficient public consultation, particularly given that the consultation to date has only been during the summer months, and therefore the MOE should do everything in its power to require enhanced public participation in accordance with the *Environmental Bill of Rights, 1993*;

(c) Newalta should be required to provide comprehensive information to the public, particularly nearby residents, of the proposed changes to the height of the landfill, including any additional height which will be added as a cap to the top of the landfill waste and any associated analysis of the potential impact of that additional height, so that the full extent of Newalta’s proposal is known and understood by the community;

(d) That given the history of dust and odours with the last know resident directly north of the landfill (C. Utter Farm), the city remains seriously concerned about the impact on the Empire Home subdivision.

For disposition on this Item, refer to item 11.

(h) NOTICES OF MOTION (Item 10)

Councillor Johnson introduced the following Notice of Motion:

(i) **Fruitland-Winona Secondary Plan Public Meeting (Item 10.1)**

That the November 19, 2013, Planning Committee Meeting be relocated from City Hall to the Stoney Creek Municipal Service Centre to facilitate the statutory public meeting for the Fruitland-Winona Secondary Plan Urban Hamilton Official Plan amendment.

The rules were waived in order to allow the introduction of a motion respecting Fruitland-Winona Secondary Plan Public Meeting.

Councillor Ferguson introduced the following Notice of Motion:

(ii) **Road widening (Item 10.2)**
That Planning and Public Works staff prepare a report to Planning Committee respecting concerns and issues related to excessive setback and road widening requirements in all the City’s downtowns.

The rules were waived in order to allow the introduction of a motion respecting Road Widening.

Councillor Clark introduced the following Notice of Motion:

(iii) **Newalta Landfill Proposal (Item 10.3)**

WHEREAS on August 13, 2013, Council requested that Newalta Corporation (“Newalta”) provide supporting documents for Newalta’s proposal to increase the height of the Newalta Stoney Creek Landfill Site and draft documents have since been received from Newalta;

WHEREAS the City is concerned that there has been inadequate public notice and consultation with respect to Newalta’s proposed changes to the height of the Newalta Stoney Creek Landfill Site, particularly given the significant residential community in the vicinity of the Site;

Be it resolved:

That the following comments be forwarded to Newalta, the Ministry of Environment (“MOE”) Environmental Approvals Access and Service Integration Branch, local MPPs and the Environmental Commissioner of Ontario:

(a) Newalta’s proposal to change the height of the Newalta Stoney Creek Landfill Site should be treated as environmentally significant and therefore the MOE should do everything in its power to provide appropriate notice to the public of Newalta’s proposal by posting a public notice on the Environmental Registry and also by providing additional public notice in accordance with the *Environmental Bill of Rights, 1993*;

(b) Newalta’s proposed changes to the Newalta Stoney Creek Landfill Site have not undergone sufficient public consultation, particularly given that the consultation to date has only been during the summer months, and therefore the MOE should do everything in its power to require enhanced public participation in accordance with the *Environmental Bill of Rights, 1993*;

(c) Newalta should be required to provide comprehensive information to the public, particularly nearby residents, of the proposed changes
to the height of the landfill, including any additional height which will be added as a cap to the top of the landfill waste and any associated analysis of the potential impact of that additional height, so that the full extent of Newalta’s proposal is known and understood by the community;

(d) That given the history of dust and odours with the last known resident directly north of the landfill (C. Utter Farm), the city remains seriously concerned about the impact on the Empire Home subdivision.

The rules were waived in order to allow the introduction of a motion respecting Newalta Landfill Proposal.

(i) **GENERAL INFORMATION AND OTHER BUSINESS (Item 11)**

(i) **Outstanding Business List Amendments (Item 11.1)**

The following Outstanding Business List due dates were revised:

(aa) Item G: Municipal Services and Property Taxation on Condo Properties

Current Date: October 1, 2013
New Date: January 2014

The following items were removed from the Outstanding Business List:

(aa) Item T: (B) Amendments to the Site Alteration By-law No. 03-126, as Amended by By-law No. 05-115 and Further Amended by By-law No. 11-262 (PED12184(a))

(ba) Item U: (C) Amendments to the Site Alteration By-law No. 03-126, as Amended by By-law No. 05-115 and Further Amended by By-law No. 11-262 (PED12184(a))

(ii) **News from the General Manager (Item 11.2)**

The General Manager provided updates of current events and initiatives within the department.

(j) **ADJOURNMENT**
There being no further business, the Planning Committee adjourned at 5:25 p.m.

Respectfully submitted,

Councillor J. Farr
Chair, Planning Committee

Vanessa Robicheau
Legislative Coordinator
Office of the City Clerk
GENERAL ISSUES COMMITTEE
REPORT 13-020
(approved, as amended, by Council on October 9, 2013)

9:30 a.m.
Wednesday, October 2, 2013
Council Chambers
Hamilton City Hall
71 Main Street West

Present:
Deputy Mayor R. Powers (Chair)
Mayor R. Bratina
Councillors B. Clark, C. Collins, S. Duvall, J. Farr,
L. Ferguson, B. Johnson, B. McHattie, T. Jackson,
S. Merulla, B. Morelli, J. Partridge, R. Pasuta, T. Whitehead

Absent with Regrets: Councillor M. Pearson – Vacation

THE GENERAL ISSUES COMMITTEE PRESENTS REPORT 13-020 AND RESPECTFULLY RECOMMENDS:

1. Concession Street Business Improvement Area (B.I.A.) Revised Board of Management (PED10250(d)) (Wards 6 and 7) (Item 5.3)

That Phil Bradshaw be appointed to the Concession Street Business Improvement Area (BIA) Board of Management.

2. Downtown Hamilton Business Improvement Area (B.I.A.) Revised Board of Management (PED10252(c)) (Ward 2) (Item 5.4)

That James Lefebvre be appointed to the Downtown Hamilton Business Improvement Area’s (BIA) Board of Management.

3. International Village Business Improvement Area (B.I.A.) Revised Board of Management (PED10254(e)) (Wards 2 and 3) (Item 5.5)

That David Watkins be appointed to the International Village Business Improvement Area’s (BIA) Board of Management.

Council – October 9, 2013
4. **Declaration of Surplus Property and Sale of Land – 36 Sinclair Court, Hamilton, described as Part 1, Plan 62R-19626 (PED13161) (Ward 5) (Item 5.6)**

(a) That the land municipally known as 36 Sinclair Court, described as Part 1, Plan 62R-19626, in the City of Hamilton, being part of PIN 17105-0382 (LT) and part of Roll No. 251805036209180, shown on Appendix “A” attached to Report PED13161 be declared surplus to the requirements of the City of Hamilton in accordance with the “Procedural By-law for the Sale of Land”, being By-law No. 04-299;

(b) That an Offer to Purchase executed on August 24, 2013, by John and Maryanne van der Zalm scheduled to close on December 17, 2013, be approved and completed, for the consideration of $22,500, exclusive of HST, subject to the condition in Recommendation (f);

(c) That any applicable HST be collected by the City and credited to Account No. 22828-009000 (HST Payable);

(d) That the amount of $3,584 from the sale proceeds be credited to Account No. 45408-3560150200 for expense recovery including Real Estate administration fees in the amount $1,000, appraisal fee of $1,864 and legal expenses of $720;

(e) That the deposit cheque in the amount of $2,250, being the required 10% of the purchase price, be held by the General Manager of Finance and Corporate Services, pending acceptance of this transaction;

(f) That the net sale proceeds, minus Real Estate and Legal Services fees, be credited to Account No. 47702-4060087001 (Expressway – land purchases);

(g) That the following condition(s) be included in the Offer to Purchase:

*The Purchaser acknowledges and agrees that the lands being sold pursuant to this Offer shall be registered in the same name and title as the land holdings described as Parts 3 and 4, Plan 62R-4591 Miscellaneous Lot OM1431, shown as 1/4 Acre, as in Instrument No. WE596714, being all of PIN 17105-0381 (LT), municipally known as 38 Sinclair Court, Hamilton;*

(h) That the City Clerk be authorized and directed to execute and issue a Certificate of Compliance for this transaction in the form prescribed pursuant to Section 268 of the Municipal Act, incorporating the following, if required:
(i) That the subject lands be declared surplus by inclusion in this Report to Council;

(ii) An internal appraisal of the fair market value of the real property intended to be sold was completed on February 21, 2013; and,

(iii) That in accordance with Section 6 (d) the property is exempt from the approved methods of giving Notice to the Public in the Real Property Sales Procedural By-law No. 04-299.

5. Sale of Land to Teresa Lynn Laan, In Trust – 4 Fifth Avenue (Hamilton Beach Community) (PED13163) (Ward 5) (Item 5.7)

(a) That the Real Estate Section of the Economic Development Division of the Planning and Economic Development Department be authorized and directed to convey Parts 2 and 4, Plan 62R-16372, municipally known as 4 Fifth Avenue as shown on Appendix “A” to Report PED13163, to Teresa Lynn Laan, in Trust for the tendered amount of $276,000, exclusive of HST;

(b) That the required deposit of $27,600, being 10% of the purchase price, be held by the General Manager of Finance and Corporate Services pending acceptance of the transaction;

(c) That any applicable HST be collected by the City and credited to Account No. 22828-009000 (HST Payable);

(d) That any outstanding local improvement charges be credited to Revenue Account No. 45527-516115;

(e) That the sum of $12,972 from the proceeds of the sale be credited to Account No. 45408-3560150200 (Property Purchases and Sales), being the costs incurred for Real Estate and Legal Services administrative fees;

(f) That the net sale proceeds, minus Real Estate and Legal Services fees, be credited to Account No. 47702-3561250201, (Beach Boulevard Maintenance and Sales) and then transferred to Beach Park Development Reserve Account No. 108037.
6. Establishment of Labyrinth Peace Gardens in the City of Hamilton

That the appropriate staff meet with representatives from the Culture of Peace Hamilton in an effort to work toward a goal of formalizing a method for a peace garden or labyrinth installation in the City of Hamilton, incorporating the three elements in peace gardens, and additional parks in the City, and report back to the Public Works Committee.

7. Neighbourhood Action Strategy (NAS) – Annual Update (CM11007(c)) (City Wide) (Item 7.1)

That Report CM11007(c) respecting “Neighbourhood Action Strategy (NAS) – Annual Update” be received.


(a) New Official Plan – Impact on B.I.A.’s in terms of zoning status, etc.

That Planning staff be invited to attend a future meeting of the Business Improvement Area Advisory Committee to speak to changes in the Official Plan, implications on the B.I.A.’s and implementation.

(b) Street Maintenance

That the appropriate staff be invited to a future meeting of the Advisory Committee to respond to questions respecting street maintenance and responsibilities.


(a) Applications to the Hamilton Future Fund Opening 2013

(i) That the Hamilton Naturalist Club – Land’s Inlet Nature Project request for a grant in the amount of $24,110 be approved from Hamilton Future Fund Account;

(ii) That the Bay Area Restoration Council – Hamilton Harbour Interactive Explorer Map Project request for a grant in the amount of $40,000 be approved from Hamilton Future Fund Account B;
(iii) That the Village Theatre Waterdown Inc. – Technical Equipment Renewal Project request for a grant in the amount of $41,574 be approved from Hamilton Future Fund Account B;

(iv) That the Glanbrook Home Support Programme Inc – Medical Equipment Loan Program application to the Hamilton Future Fund be denied;

(v) That the Mustard Seed Co-operative Grocery Inc. be approved for a grant of $25,000 from the Hamilton Future Fund Account B;

(vi) That the Hamilton Centre for Civic Inclusion - Hamilton Youth Inclusion Program application to the Hamilton Future Fund be denied;

(vii) That the Hamilton Waterfront Trust – Addition to Pier 8, 57 Discovery Drive to the Hamilton Future Fund be denied;

(viii) That the Good Shepherd Centre Hamilton – Venture Centre, application to the Future Fund be denied;

(ix) That the Hamilton Executive Directors’ Aboriginal Coalition be requested to provide written information to the Future Fund Board of Governors respecting:

   (aa) An engineering certificate/details respecting the structural integrity of the building on 10-16 Kenilworth Avenue North;

   (bb) A precise budget outline of where the Future Fund monies would be spent.

(x) That the St. Joseph’s Villa – New Resident Home Area project be approved for a grant of $400,000 from the Future Fund Account B;

(xi) That the Salvation Army Lawson Ministries Hamilton – Renovation of 33 King Street East project be approved for a grant of up to $200,000 from Hamilton Future Fund Account B on the following conditions:

   (aa) That the monies be dedicated towards accessibility upgrades;

   (bb) That the Salvation Army provide financial details on the accessibility upgrades to the Hamilton Future Fund Board of Governors.

Council – October 9, 2013
10. On-Line Survey Audit of Queen Street South and Caroline Street (Item 9.1)

(a) That funds in the amount of $8,500 be approved from the Ward 2 Area Rating Special Capital Reinvestment Reserve Account No. 108052 to fund the report on Queen Street South and Cannon Street conducted by the Centre of Community Study in Wards 1, 2 and 3;

(b) That the results be presented to the General Issues Committee upon completion of the report.

11. Fairness to Hamilton Campaign Sub-Committee – Establishment of Council Priorities (Item 9.2)

Whereas, Mayor R. Bratina, Councillor S. Merulla and the City Manager met with area M.P.s and M.P.P.s in early 2013 to discuss Council’s Strategic Priorities; and,

Whereas, Council approved direction for a Government Relations Strategy in February 2013, and have expressed interest in playing a role in conjunction with the Mayor and City Manager; and,

Whereas, Council has expressed its priorities through its current Strategic Plan; and.

Whereas, the Government of Ontario expressed its priorities in a May 2013 Throne Speech; and,

Whereas, the Government of Canada will be expressing its priorities in an October 16, 2013 Throne Speech; and,

Whereas, there is one year left in this Council’s mandate, creating a sense of urgency.

Therefore Be It Resolved:
(a) That a special meeting of the Fairness to Hamilton Committee be called as soon as possible to prepare recommendations on Council priorities in order to engage the Provincial and Federal Governments, and to begin organizing a Hamilton Day at Queen’s Park in November 2013, or at the earliest possible time, and a plan to join the FCM advocacy days in Ottawa at the end of November 2013;

(b) That a special General Issues Committee meeting be established to review and finalize the Fairness to Hamilton Committee recommendations, keeping in mind the need to act in November 2013;

(c) That in order to engage all of Council, that each Councillor be requested to express their interest and expertise in one or more Council priorities to the Mayor and City Manager by October 25, 2013.

12. Impacts of Provincial Downloading (New Business)

That City Council explore the feasibility of making a formal presentation to the appropriate Standing Committee at Queen’s Park when the Province is considering any Bill which will correlate to any impacts of downloading to the City of Hamilton.

Item 13 was amended by deleting sub-section (a) in its entirety and replacing it with sub-sections (a) and (b), and the balance of the sections renumbered accordingly, to read as follows:

13. Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton (Item 10.1)

(a) That representatives from Public Safety Canada be invited to a meeting of the General Issues Committee at the earliest possible date to present their reasoning behind the removal of correctional staff from the Federal Halfway house in Downtown Hamilton, and to answer questions as to how they will be addressing the issue of public safety in the absence of qualified correctional officers;

(a) That staff from the City Manager’s Office confirm with Public Safety Canada what staffing changes are being made at the downtown Federal halfway house and the impact of those changes on public safety;

(b) That representatives from Public Safety Canada be invited to a meeting of the General Issues Committee at the earliest possible date to present their reasoning behind the staffing changes and to answer questions regarding the Federal halfway house including information about the current program and residents, and future plans for the facility including relocation;
(c) That a request be made to the Hamilton Police Services Board to provide a report to the General Issues Committee outlining their concerns relative to safety and security related to the location of the Halfway house on York Blvd.

14. Items to be Transferred (Item 11.1(b))


15. Hamilton-Wentworth Catholic District School Board; Surplus School Site, Bishop Ryan Secondary School, 50 Albright Road, Hamilton (PED13162) (Ward 5) (Item 12.3)

(a) That Real Estate staff be authorized and directed to submit a bona fide offer to the Hamilton-Wentworth Catholic District School Board for the purchase of an area of approximately 3 acres of land at the Bishop Ryan Secondary School site, municipally known as 50 Albright Road, Hamilton, in accordance with the conditions as outlined in Report PED13162;

(b) That the financial details remain confidential until completion of the transaction.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised of the following changes:

ADDED DELEGATION REQUEST

4.3 Request from Kerry Corrigan, Studio Babette Puppet Theatre, to present to the October 16, 2013 General Issues Committee meeting to speak in support of the Cultural Plan

4.4 Request from Tim Potocic, Sonic Unyon, to present to the October 16, 2013 General Issues Committee meeting to speak in support of the Cultural Plan
4.5 Request from Stephanie Vegh, Hamilton Arts Council, to speak to the importance of adopting a Cultural Plan for the City and its impact on the arts

MOTIONS

9.2 Fairness to Hamilton Campaign Sub-Committee – Establishment of Council Priorities

The following information was distributed for information and discussion purposes only:

(i) Item 7 of Emergency and Community Services Committee Report 13-002, approved by Council on February 13, 2013 respecting “Government Relations Strategy”

(ii) Report CM13003 presented to the Fairness to Hamilton Campaign Sub-Committee on January 21, 2013


ADDED NOTICE OF MOTION

10.1 Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton

ADDED PRIVATE & CONFIDENTIAL

12.4 Update respecting the Conduct of a City Employee

Pursuant to Sub-section 8.1(b) of the City’s Procedural By-law and Section 239.2 of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.

The agenda for the October 2, 2013 meeting of the General Issues Committee was approved as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

None

(c) APPROVAL OF PREVIOUS MINUTES (Item 3.1)

The Minutes of the General Issues Committee Meeting held on September 18, 2013 were approved as presented.
(d) **DELEGATION REQUESTS**

(i) Delegation Request from Ian Troop, CEO, Toronto 2015 Pan/Parapan American Games, to attend December 4, 2013 meeting of the General Issues Committee to provide a progress update (Item 4.1)

The delegation request from Ian Troop, CEO, Toronto 2015 Pan/Parapan American Games, to attend the December 4, 2013 meeting of the General Issues Committee to provide a progress update, was approved.

(ii) Delegation Request from Tim Potocic, Supercrawl Promotions, to provide a summary of the 2013 Supercrawl event as per Council direction (Item 4.2)

The delegation request from Tim Potocic, Supercrawl Promotions, to provide a summary of the 2013 Supercrawl event as per Council direction, was approved.

(iii) Requests to Present at the October 16, 2013 General Issues Committee Meeting respecting the Cultural Plan

The following delegation requests were approved to attend the October 16, 2013 meeting of the General Issues Committee to speak to the Cultural Plan:

(aa) Kerry Corrigan, Studio Babette Puppet Theatre, (Item 4.3)

(bb) Tom Potocic, Sonic Unyon (Item 4.4)

(cc) Stephanie Vegh, Hamilton Arts Council (Item 4.5)

(e) **CONSENT ITEMS**

(i) Minutes of the August 20, 2013 meeting of the Business Improvement Area Advisory Committee (Item 5.1)

The August 20, 2013 Minutes of the Business Improvement Area Advisory Committee meeting were received.

(ii) Minutes of the May 28, 2013 meeting of the Hamilton Future Fund Board of Governors (Item 5.2)

The May 28, 2013 Minutes of the Hamilton Future Fund Board of Governors meeting were received.
(f) PUBLIC HEARINGS/DELEGATIONS

(i) Request from Martyn Kendrick, Culture of Peace, UN Affiliate/UNESCO, to request/suggest that Hamilton build on its reputation as a City exploring sustainability and healthy communities by supporting the establishment of Labyrinth Peace Gardens in Neighbourhoods across the region (Item 6.1)

Dick Preston, retired McMaster Professor and member of Culture of Peace Hamilton, expressed appreciation for the help and generosity of the City of Hamilton in setting up the Peace Garden at the corner of Hunter and Bay Streets.

Martyn Kendrick spoke to the current efforts and labyrinth designs, and requested that the spiral design and labyrinths, special flowers and native botanicals, local art and peace poles be accepted as a design in public parks, and noted that labyrinths will become a symbol of peace.

A copy of Mr. Kendrick’s remarks was submitted to the Clerk for the public record and can be viewed on the City of Hamilton website.

The presentation from Dick Preston and Martyn Kendrick respecting the establishment of Labyrinth Peace Gardens in the City was received.

(g) PRESENTATIONS

(i) Neighbourhood Action Strategy (NAS) – Annual Update (CM11007(c)) (City Wide) (Item 7.1)

Paul Johnson, Director of Neighbourhood Strategies, provided introductory remarks with respect to the work done to date on the Neighbourhood Action Strategy. Mr. Johnson advised that the presentation will be done in three parts:

- Suzanne Brown, Program Manager, Neighbourhood Strategies
- Matt Goodman, Vice President, Grants and Community Initiatives, Hamilton Community Foundation to provide an update on community development and neighbourhood action plans;

- Dr. Jim Dunn, CIHR-PHAC Chair in Applied Public Health, Department of Health, Aging & Society, McMaster University; Director of the McMaster Institute for Environmental & Health, McMaster University
- Colin McMullen, Manager, Social Development to provide baseline plans;
Jim Diers, Community Builder and former Director of Seattle’s Department of Neighbourhoods to speak about his Hamilton experience, given his extensive knowledge of neighbourhoods.

With the assistance of a PowerPoint presentation, the presenters spoke to the following:

- Annual Update Highlights
- Neighbourhood Action Strategy – Sampling of Partners
- Accomplishments
- Matt Goodman, Hamilton Community Foundation – HCF commitment to the Neighbourhood Action Strategy
- Evaluation Update
- Evaluation Partners
- Hamilton Neighbourhood Study: Highlights from Stipley and Stinson
  - About the Survey
  - Stipley Highlights
  - Stinson Highlights

Guest: Jim Diers, Community Builder and former Director of Seattle’s Department of Neighbourhoods

- Building Government – Community Partnerships
- Comments included:
  - Move beyond siloed thinking to focusing on whole places
  - Little City Halls
  - Move beyond starting with needs to starting with strengths
  - Neighbourhood Matching Fund e.g., playgrounds, parks, environment, food security, renovated facilities, cultural centers, youth development; public art
  - Move beyond top-down to community driven
    - Neighbourhood Planning, International District, Columbia City

A copy of the PowerPoint presentation was submitted to the Clerk for the public record and can be viewed on the City of Hamilton website.

The presentation respecting “Neighbourhood Action Strategy (NAS) – Annual Update” was received.

See Item 7 for the disposition of this item.
(h) MOTIONS

(i) **On-Line Survey Audit of Queen Street South and Caroline Street (Item 9.1)**

Sub-section (a) was amended as follows:

(i) by deleting the words, “an on-line survey audit” and replacing it with the words, “the report”;

(ii) by adding the words, “in Wards 1, 2 and 3” following the word, “Study”.

The following was added as sub-section (b):

(b) That the results be presented to the General Issues Committee upon completion of the report.

The Amendments CARRIED and the Main Motion, as amended, CARRIED.

See Item 10 for the disposition of this item.

(ii) **Fairness to Hamilton Campaign Sub-Committee – Establishment of Council Priorities (Item 9.2)**

Sub-section (a) was amended by adding the words, “or at the earliest possible time” following the words, “at Queen’s Park in November, 2013”.

The Amendment CARRIED and the Main Motion, as amended, CARRIED.

See Item 11 for the disposition of this item.

(iii) **Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton**

Whereas Council has, in the past and on various occasions, expressed serious concerns over the issues surrounding the Federal halfway house in downtown Hamilton; and,

Whereas the Federal halfway house has had serious security incidents in the past that may be deemed as a threat to public safety; and,

Whereas this centrally-located facility is known to house dangerous and difficult- to-manage residents; and,
Whereas Council has a strategic plan that includes, "Council will work for and with the community to improve the safety of all residents" and is "the best place to raise a child"; and,

Whereas to date, little action from the Federal Government has commenced as an answer to address these concerns.

Therefore, be it resolved:

(a) That staff from the City Manager’s Office confirm that Public Safety Canada is pulling out all correctional staff from the downtown Federal halfway house;

(b) That if confirmed, representatives from Public Safety Canada be invited to a meeting of the General Issues Committee at the earliest possible date to present their reasoning behind this move and to ensure that they are available to answer questions as to how they will be addressing the issue of public safety in the absence of qualified correctional officers.

Sub-section (b) was amended by deleting the words, “to ensure that they are available”.

That the Motion, as amended, was further amended as follows:

(i) by deleting sub-section (a) in its entirety and renumbering the balance of the sections accordingly;

(ii) by deleting the words, “if confirmed,” following the word, “That”;

(iii) by adding the following as sub-section (b):

(b) That a request be made to the Hamilton Police Services Board to provide a report to the General Issues Committee outlining their concerns relative to safety and security related to the location of the Halfway house on York Blvd.

The Amendments CARRIED and the Main Motion, as amended, CARRIED.

See Item 13 for the disposition of this item.

(i) NOTICES OF MOTION

Councillor J. Farr introduced the following Notice of Motion:
Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton (Item 10.1)

Whereas Council has, in the past and on various occasions, expressed serious concerns over the issues surrounding the Federal halfway house in downtown Hamilton; and,

Whereas the Federal halfway house has had serious security incidents in the past that may be deemed as a threat to public safety; and,

Whereas this centrally-located facility is known to house dangerous and difficult-to-manage residents; and,

Whereas Council has a strategic plan that includes, "Council will work for and with the community to improve the safety of all residents" and is "the best place to raise a child"; and,

Whereas to date, little action from the Federal Government has commenced as an answer to address these concerns.

Therefore, be it resolved:

(a) That staff from the City Manager’s Office confirm that Public Safety Canada is pulling out all correctional staff from the downtown Federal halfway house;

(b) That if confirmed, representatives from Public Safety Canada be invited to a meeting of the General Issues Committee at the earliest possible date to present their reasoning behind this move and to ensure that they are available to answer questions as to how they will be addressing the issue of public safety in the absence of qualified correctional officers.

The Rules of Order were suspended in order to allow for the introduction of a motion respecting “Removal of Correctional Staff from Federal Halfway House in Downtown Hamilton”.

(j) GENERAL INFORMATION/OTHER BUSINESS (Item 11.1)

(i) Outstanding Business Items List

(aa) Revised Due Dates

The due dates for the following items on the Outstanding Business List were revised as follows:
Item T: Waterfront and Shoreline  
Due Date: October 2, 2013  
Revised Due Date: November 6, 2013

Item BB: Waterfront Initiatives Financing Strategy  
Due Date: October 2, 2013  
Revised Due Date: November 20, 2013

Item CC: Memorandum of Understanding with Hamilton Port Authority/Land Lease- Parking  
Due Date: October 2, 2013  
Revised Due Date: November 20, 2013

Item EE: ACPD Report 13-003 – Transportation Sub-Committee Report  
Due Date: October 16, 2013  
Revised Due Date: November 6, 2013

(bb) Items to be removed from Outstanding Business List:

With respect to Item UU, Launch of the Renewed Rural Economic Development (RED) Program, Neil Everson advised the Committee that the City of Hamilton does not meet the criteria. For the purposes of the RED Program, “rural” encompasses all of Ontario with the exception of the Greater Toronto Area (GTA), the Cities of Hamilton, Ottawa, Greater Sudbury, Thunder Bay, London and Windsor and the Regions of Niagara and Waterloo.

The following item was deemed complete and removed from the Outstanding Business List:

Item UU: Launch of the Renewed Rural Economic Development (RED) Program

(k) PRIVATE & CONFIDENTIAL

(i) Closed Session Minutes – September 10 and 18, 2013

The Minutes of the Closed Session Meetings of the General Issues Committee held on September 10 and 18, 2013, were approved and will remain confidential and restricted from public disclosure.

The Committee moved into Closed Session at 2:24 p.m. pursuant to Subsections (b) and (c) of the City of Hamilton Procedural By-law and Section 239.2 of the Municipal Act as the subject matters pertained to:

Council – October 9, 2013
THE PUBLIC WORKS COMMITTEE PRESENTS REPORT 13-012 AND RESPECTFULLY RECOMMENDS:

1. Installation of an All-Way Stop Control at the intersection of Winterberry Drive and Glenhollow Drive (Ward 9) (Item 9.2)

   (a) That northbound and southbound stop control be installed on Winterberry Drive at Glenhollow Drive;

   (b) That the appropriate amending By-law be passed.

2. Intersection Control List (PW13001(c)) (Wards 7 & 8) (Item 5.3)

   That the appropriate amending By-law be passed to provide traffic control as follows:

<table>
<thead>
<tr>
<th>Intersection</th>
<th>Stop Direction</th>
<th>Class</th>
<th>Location / Comments / Petition</th>
<th>Ward</th>
</tr>
</thead>
<tbody>
<tr>
<td>East 12th Street</td>
<td>Brucedale Avenue</td>
<td>EB &amp; WB</td>
<td>East of Upper Wellington Street, north of Fennell Avenue</td>
<td>7</td>
</tr>
<tr>
<td>Eldorado Court</td>
<td>Montcalm Drive</td>
<td>NC</td>
<td>High School parking and sightlines</td>
<td>8</td>
</tr>
</tbody>
</table>
3. **Outdoor Lighting Implementation (PW13075) (City Wide) (Item 5.4)**

That Report PW13075 respecting Outdoor Lighting Implementation, be received.

4. **Municipal Services and Property Taxation on Condominium Properties (PW12011(a)) (City Wide) (Item 5.5)**

That Report PW12011(a) respecting Municipal Services and Property Taxation on Condominium Properties, be received.

5. **Bull’s Lane – Authorization to Perform Works on Private Lands (PW13074) (Ward 7) (Item 5.6)**

(a) That staff be authorized and directed to perform culvert replacement and outfall improvement works on the privately-owned lands described in Appendix “A” of Report PW13074 in order to address nuisance flooding at the intersection of the privately-owned and City-owned portions of Bull’s Lane;

(b) That the General Manager of Public Works be authorized and directed to execute an access and maintenance agreement on behalf of the City with the land owner of the privately-owned portion of Bull’s Lane, in order to implement recommendation (a) of Report PW13074, with content satisfactory to the General Manager of Public Works and in a form satisfactory to the City Solicitor.

6. **Proposed Permanent Closure and Sale of a Portion of Public Unassumed Alleyway Abutting 609-615 Upper James Street, Hamilton (PW13072) (Ward 7)**

(a) That a portion of the public unassumed alleyway abutting 609-615 Upper James Street, Hamilton, be permanently closed and transferred to the owner of 609-615 Upper James Street, Hamilton, as shown on Appendix A, attached to Report PW13072 (the “Subject Lands”), subject to the following conditions:

(i) That the applicant make an application to the Ontario Superior Court of Justice, under Section 88 of the Registry Act, R.S.O. 1990, for an order to permanently close and purchase the Subject Lands;

(ii) That the General Manager, Public Works or his designate sign the appropriate documentation confirming that no public funds have been expended on the lands to be closed;

(iii) That the documentation regarding the application to the Ontario Superior Court of Justice be prepared by the applicant, to the satisfaction of the City Solicitor;
(iv) That the applicant deposit a reference plan under the Registry Act and that said plan be prepared by an Ontario Land Surveyor to the satisfaction of the Manager, Geomatics and Corridor Management Section and that the applicant deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Control Management Section;

(b) That provided the application to the Ontario Superior Court of Justice to permanently close the lands is approved:

(i) That the City Solicitor be authorized and directed to prepare the by-law to permanently close the highway;

(ii) That the appropriate by-law be introduced and enacted by Council;

(iii) That the Economic Development and Real Estate Division of the Planning and Economic Development Department be authorized and directed to sell the Subject Lands in accordance with the Procedural By-law for the Sale of Land, By-law No. 04-299 for fair market value;

(iv) That the City Solicitor be authorized and directed to register a certified copy of the by-law permanently closing the highway in the proper land registry office, upon confirmation from the Public Works Department that all applicable fees and costs associated with the application have been paid by the applicant;

(v) That the by-law permanently closing the highway does not take effect until a certified copy of the by-law is registered in the proper land registry office;

(vi) That the Public Works Department publish a notice of the City's intention to pass the by-law pursuant to City of Hamilton By-law 04-299 being a By-law to Establish Procedures, including the Giving of Notice to the Public, Governing the Sale of Land Owned by the City of Hamilton.

7. Poor Drainage on Lake Avenue Drive (PW13065) (Ward 9) (Item 8.1)

That Report PW13065 respecting Poor Drainage on Lake Avenue Drive, be received.

8. Stoney Creek Pond Trail at Confederation Park Tree Removal (PW13070) (Ward 5) (Item 8.2)

(a) That seventy-six (76) of the existing living trees, as stated in Report PW13070 be approved for removal to facilitate the creation of a recreational trail at
Confederation Park’s Stoney Creek Pond facility to be funded to the amount of $65,340 from capital project number 4401356801;

(b) That Appendix “A” attached hereto to Report 13-012, illustrating tree removals at Confederation Park’s Stoney Creek Pond, be approved.

9. **Standardization of Traffic Signal Control Equipment and Materials (PW13071) (City Wide) (Item 8.3)**

(a) That in accordance with the City of Hamilton’s Procurement Policy #14 - Standardization, ALDIS brand intersection related vehicle detection systems and software be approved as a standard through December 31, 2018 - Single source supplier - Electromega Ltd.;

(b) That in accordance with the City of Hamilton’s Procurement Policy #14 - Standardization, ITERIS brand long distance, temporary conditions and expressway monitoring vehicle detection systems and software be approved as standard through December 31, 2018. Single source supplier - AE Traffic Technologies Ltd.;

(c) That in accordance with the City of Hamilton’s Procurement Policy #14 - Standardization, Fortran brand Traffic Signal Heads and Pedestrian Signal Heads and components parts including LED modules be approved as the Standard through December 31, 2018. Single source supplier - Fortran Traffic Ltd.;

(d) That in accordance with the City of Hamilton’s Procurement Policy #14 - Standardization, Eltec School Zone Flashers single source supplier be changed from Tacel Ltd to Innovative Traffic Solutions Inc. through December 31, 2017;

(e) That the General Manager of Public Works, or his designate, be authorized and directed to negotiate all prices, quantities, terms and conditions with the identified single source suppliers.

10. **Single Source Dump Truck Sander Bodies and New Sander Body Technology Trial (PW13073) (City Wide) (Item 8.4)**

(a) That the Single Source Purchase of three Monroe Truck Equipment auger drive sander bodies be approved in accordance with the City’s Procurement Policy #11 - Single Source Purchase;

(b) That the vendor Allstone Equipment in Schomberg, Ontario be allowed to be named in the tender document as the sole Canadian supplier of the Monroe Auger Drive Bodies.
11. Name Change Clean City Liaison Committee (Item 9.1)

(a) That the Clean City Liaison Committees name be changed to the Keep Hamilton Clean and Green Committee;

(b) That the Committees Terms of Reference be amended to reflect the new name.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised there were no changes to the agenda.

The October 7, 2013 Public Works Committee Agenda was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) MINUTES (Item 3)

(i) September 16, 2013 (Item 3.1)

The Minutes of the September 16, 2013 Public Works Committee meeting were approved, as presented.

(d) DELEGATION REQUESTS (Item 4)

(i) Delegation request by Jack Gibbons Chair, Ontario Clean Air Alliance to recommend that the City of Hamilton request the Government of Ontario to enter into an electricity supply contract with Hydro Quebec (Added item 4.1)

The delegation request by Jack Gibbons Chair, Ontario Clean Air Alliance to recommend that the City of Hamilton request the Government of Ontario to enter into an electricity supply contract with Hydro Quebec, was approved for a future Committee meeting.
(e) CONSENT ITEMS

(i) Minutes of Various Sub-Committees (FOR INFORMATION PURPOSES ONLY) (Item 5.1)

The following Sub-committee Minutes were received:

(a) Clean City Liaison Committee – July 16, 2013

(ii) Halton-Hamilton Source Water Protection Committee – December 4, 2012 (Item 5.2)

The December 4, 2013 Minutes of the Halton-Hamilton Source Water Protection Committee, were received.

(f) DELEGATIONS (Item 6)

(i) Proposed Permanent Closure and Sale of a Portion of Public Unassumed Alleyway Abutting 609-615 Upper James Street, Hamilton (PW13072) (Ward 7) (Item 6.1)

Chair Ferguson advised that this item was advertised as part of a public meeting. He indicated that no members of the public have registered with the Clerk to speak to this item. Chair Ferguson called upon anyone in attendance who wished to speak to come forward. No one came forward.

On a Motion The public meeting respecting the Proposed Permanent Closure and Sale of a Portion of Public Unassumed Alleyway Abutting 609-615 Upper James Street, Hamilton, was closed.

On a Motion the staff presentation respecting Report 13072, was waived.

For disposition on this matter refer to Item 6.

(ii) Delegation by John Vesprini respecting Report PW13065, Poor Drainage on Lake Avenue Drive (Item 6.2)

John Vesprini addressed the Committee respecting issues on Lake Avenue Drive such as poor drainage on the roadway and issues around lawn sodding done by City contractors.

Committee members asked questions of Mr. Vesprini and requested that staff bring a further report back to the Public Works Committee respecting the
issues of water drainage on Lake Avenue Drive. Committee also requested that staff look into the issues around the sodding of lawns in this area.

The delegation by John Vesprini respecting Report PW13065, was received.

(g) PRESENTATIONS (Item 7)

(i) HANSEN Update (No Copy) (Item 7.1)

Jim MacAulay, Acting Manager, Hansen 8 Implementation addressed the Committee with the aid of a PowerPoint presentation. A copy of the presentation has been included in the official record.

Mr. MacAulay provided a background history of the Hansen computer maintenance management software. He discussed steps moving forward to upgrade this system to a web-based one rather than the current client based system and highlighted the following points:

- The Last Hansen upgrade was completed twelve years ago
- The software has 700 users mainly in Public Works with approximately 150 users outside Public Works
- Two year project with cost of $1.3 million
- Project is within budget and on schedule
- The project is divided into three phases: Phase 1 is complete, Phase 2 by the end of 2013, with Phase 3 by the end of 2014
- Converting all assets, work orders, inspections, addresses, parcels, customer service calls and permits
- Rebuilding over 500 reports
- Developing interfaces to Hansen 7, PeopleSoft and GIS
- Testing and User Training for 700 staff
- Data conversion by Hansen, upgrade is done by City staff under Hansen guidance

Committee members discussed the possibility of adding a Council representative on the Hansen Upgrade Steering Committee. They also discussed the process for updates and the level of access Councillors Offices will have to the system.

The presentation, respecting HANSEN Update, was received.

On a Motion the appropriate legal staff were directed to present at the next Public Works Committee meeting with a legal opinion on the privacy issues and concerns around providing full access to the Hansen and Amanda software systems to Council members' Offices.
(ii) Hamilton Cycling Committee – Annual Update (No Copy) (Item 7.2)

Sharon Gibbons and Jordan Fysh of the Hamilton Cycling Committee addressed the Public Works Committee with the Aid of a Power Point presentation. A copy of the presentation has been included in the official record.

They discussed the positive work being done by the Cycling Committee. They outlined the progress done to date, the expectations for the future and current challenges.

The presentation, respecting the Hamilton Cycling Committee - Annual Update, was received.

(h) MOTIONS (Item 9)

(i) Name Change Clean City Liaison Committee (Item 9.1)

For disposition on this matter refer to Item 11.

(ii) Installation of an All-Way Stop Control at the intersection of Winterberry Drive and Glenhollow Drive (Ward 9)

For disposition on this matter refer to Item 1.

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

(i) Outstanding Business List (Item 11.1)

(a) The following new due dates were approved:

   (i) Item E - Review and Update Option 4 - Strategic Renewal and New Construction Strategy
       Current Date - November 18, 2013
       Revised Due Date - Q1 2014

   (ii) Item G - Plow Tracking Program
        Current Date - October 21, 2013
        Revised Due Date - November 4, 2013

   (iii) Item N - Correspondence from the Toronto Lynx Soccer Club
        Current Date - October 21, 2013
        Revised Due Date - Q1 2014
(iv) Item R - Mobile Urban Park Initiative  
Current Date – December 2, 2013  
Revised Due Date - Q1 2014

(v) Item F - Coordination of street furniture with transit shelter works  
Current Date – October 7, 2013  
Revised Due Date – November 4, 2013

(vi) Item A - Wentworth Street and Sanford Avenue 2-way Traffic Study  
Current Date – October 21, 2013  
Revised Due Date – November 4, 2013

(vii) Item B - Petition from Residents of Sanford Avenue South regarding Traffic Calming Measures  
Current Date – October 21, 2013  
Revised Due Date – November 4, 2013

(j) ADJOURNMENT (Item 13)

There being no further business, the Public Works Committee adjourned at 11:04 a.m.

Respectfully submitted,

Councillor L. Ferguson, Chair  
Public Works Committee

Andy Grozelle  
Legislative Coordinator  
Office of the City Clerk
Appendix "A" to Item 8 of PW Report 13-012
Page 1 of 1

LAKE ONTARIO

STONEY CREEK POND

Tree Removals shown in dashed areas

CONFEDERATION PARK
STONEY CREEK POND TRAIL
TREE INVENTORY AND PRESERVATION PLAN
Present: Councillors M. Pearson (Chair), R. Powers (Vice Chair), B. Johnson and B. Morelli

Absent with Regrets: Councillor B. Clark – Illness

THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE PRESENTS REPORT 13-010 AND RESPECTFULLY RECOMMENDS:

1. **Capital Projects’ Status as of June 30, 2013 (FCS13066) (City Wide) (Item 5.1)**
   
   That Report FCS13066, respecting the Capital Projects’ Status as of June 30, 2013, be received.

2. **Projected Costs for Retiree Benefits (FCS13059) (City Wide) (Item 5.2)**
   
   That Report FCS13059, respecting the Projected Costs for Retiree Benefits, be received.

3. **Monthly Status Report of Tenders and Requests for Proposals for August 3, 2013 to August 30, 2013 (FCS13016(g)) (City Wide) (Item 5.3)**
   
   That Report FCS13016(g), respecting the Monthly Status Report of Tenders and Requests for Proposals for August 3, 2013 to August 30, 2013, be received.
4. **Reserve/Revenue Fund Investment Performance Report - June 30, 2013 (FCS13063) (City Wide) (Item 5.4)**

That Report FCS13063, respecting Reserve/Revenue Fund Investment Performance Report - June 30, 2013, be received.

5. **Hamilton Future Fund Investment Performance Report - June 30, 2013 (FCS13064) (City Wide) (Item 5.5)**


6. **Cemetery Accounts Investment Performance Report - June 30, 2013 (FCS13065) (City Wide) (Item 5.6)**

That Report FCS13065, respecting the Cemetery Accounts Investment Performance Report - June 30, 2013, be received.

7. **2012 Standard & Poor's Credit Rating (FCS13072) (City Wide) (Item 5.7)**

That Report FCS13072, respecting the 2012 Standard & Poor's Credit Rating, be received.

8. **Treasurer's Apportionment of Land Taxes (FCS13001(f)) (Ward 15) (Item 5.9)**

That the 2012 land taxes in the amount of $1,920 for 2 McCurdy Avenue, Flamborough, (Roll #2518 303 420 04835 0000) be apportioned and split amongst the three newly created parcels as set out in Appendix "A" attached to Report 13-010.

9. **Tax Appeals under Section 357 and 358 of the Municipal Act (2001) (FCS13027(e)) (City Wide) (Item 5.10)**

(a) That Appendix "B" attached to Report 13-010, respecting the "Tax Appeals processed under Section 357 of the Municipal Act, 2001", in the amount of $240,461, be approved;

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Council –October 9, 2013
10. Community and Emergency Services - Corporate Trunked Radio Upgrade Project (AUD13027) (City Wide) (Item 8.1)

That Report AUD13027, respecting the Community and Emergency Services - Corporate Trunked Radio Upgrade Project, be received.

11. Request to Consider making Services Eligible under the Development Charges Act (FCS13044(a)) (City Wide) (Item 8.2)

(a) That the resolution from the Township of Adjala-Tosoronto, attached as Appendix "D" to Report 13-010, regarding the inclusion of hospital growth related costs under the Development Charges Act, be supported;

(b) That the Minister of Municipal Affairs and Housing be requested to consider making the following services eligible under the Development Charges Act:

(i) Acquisition of land for parks;
(ii) Waste management services;

(c) That the Minister of Municipal Affairs and Housing be requested to consider amending the Development Charges Act to remove the limitation of the 10-year average level of service restriction for transit services;

(d) That copies of Report FCS13044(a), respecting the Inclusion of Hospital Growth Infrastructure under the Development Charges Act, be forwarded to the Honourable Charles Sousa, Minister of Finance, the Honourable Linda Jeffrey Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, and local Members of Provincial Parliament.

12. Robert Land Community Association Request to have Development Charges and Cash-in-Lieu of Parkland Dedication Fees Waived (FCS13071) (Ward 3) (Item 8.3)

(a) That the request by the Robert Land Community Association to have the City Development Charges waived, in the amount of $822,409.15, be approved;
(b) That the request by the Robert Land Community Association to have the Cash-in-Lieu of Parkland Dedication fees waived, in the amount of $40,000.00, be approved.

13. 2012 Reserve Report (FCS13061)(City Wide) (Item 8.4)

(a) That the 2012 Reserves – Detail Report, with 2011 Comparative figures and 2013 Projections, attached as Appendix “A” to Report FCS13061, be approved;

(b) That a Parkland Acquisition reserve be established to assist with the purchase of Parkland when opportunities arise; and that the Parkland Acquisition reserve be funded from the annual Capital Budget and other suitable sources at the discretion of City Council.

14. Audit Report 2013-05 – Community and Emergency Services – Food Services ( Arenas and Recreation Facilities) (AUD13026) (City Wide) (Item 8.5)

(a) That the Management Action Plans, as detailed in the attached Appendix “E” to Report 13-010, be approved; and,

(b) That the General Manager of Community and Emergency Services be directed to instruct the appropriate staff to have the Management Action Plans (attached as Appendix “E” to Report 13-010) implemented.

15. Audit Report 2013-07 – Public Works and Finance and Corporate Services – Inactive Landfill Sites – Controls & Liabilities (AUD13032) (City Wide) (Item 8.6)

(a) That the Management Action Plans, as detailed in the attached Appendix “F” to Report 13-010, be approved;

(b) That the General Manager of Public Works and the Acting General Manager of Finance and Corporate Services be directed to instruct the appropriate staff to have the Management Action Plans (attached as Appendix “F” to Report 13-010) implemented.
16. Debt Management Policy and Lease Financing Policy (FCS13074) (City Wide) (Item 8.7)

That Report FCS13047, respecting the Debt Management Policy and Lease Financing Policy, be referred to the General Issues Committee for consideration.

17. Grants Sub-committee Report 13-004 (Item 8.3)

(a) Special Events Road Closure Charges 2010-2013 (GRA13005) (City Wide) (Item 4.1)

That Report GRA13005, respecting the Special Events Road Closure Charges 2010-2013, be received.

(b) Special Event Road Closure Process (PW13076) (City Wide) (Item 4.2)

That Report PW13076, respecting the Special Event Road Closure Process, be received.

(c) Appeal for Supercrawl Productions’ Blues and Folk Fest (Westdale) (GRA13006) (Ward 1) (Item 5.2)

That the funding request in the amount of $5,000 for Supercrawl Productions’ Blues and Folk Fest – Westdale to be funded from the Community Partnership Program – Special Events budget, be denied.

(d) 2014 Community Partnership Program Budget Direction (Item 5.3)

That staff be directed to submit the 2014 Community Partnership Program Budget to the 2014 budget deliberations with a zero increase from 2013.

18. Resignations from the Status of Women Advisory Committee (Item 11.2)

That the following resignations from the Status of Women Advisory Committee, be received:

(a) Uzma Qureshi

(b) Heather Judson
FOR THE INFORMATION OF COMMITTEE:

(a)  CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised of the following changes to the agenda:

(i)  Added as Item 4.1 – Delegation Request from John Polidoro, of Plumbway, respecting Bids for the Water Meter Maintenance Contract

(ii) Added as Item 5.9 – Report FCS13001(f) – Treasurers Apportionment of Land Taxes

(iii) Added as Item 5.10 – Report FCS13027(e) – Tax Appeals under Sections 357 and 358 of the Municipal Act (2001)

(iv) Added as Item 8.8 – Grants Sub-committee Report 13-004, October 7, 2013

The agenda for the October 8, 2013 Audit, Finance & Administration Committee meeting was approved, as amended.

(b)  DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c)  APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i)  September 9, 2013 (Item 3.1)

The Minutes of the September 9, 2013 meeting of the Audit, Finance and Administration Committee were approved, as presented.

(d)  DELEGATION REQUESTS (Item 4)

4.1  John Polidoro, of Plumbway, respecting Bids for the Water Meter Maintenance Contract

The delegation request from John Polidoro, of Plumbway, respecting Bids for the Water Meter Maintenance Contract, was approved.
(e) **Minutes of Various Advisory Committees (Items 5.8(a) and 5.8(b))**

The following Advisory Committee Minutes were received:

(i) LGBTQ Advisory Committee Minutes

    (1) May 16, 2013

    (2) May 29, 2013

(f) **GENERAL INFORMATION/OTHER BUSINESS (Item 11)**

(i) **Amendments to the Outstanding Business List (Item 11.1)**

(1) The following proposed new due dates were approved:

   (aa) Item “K” – Committee Against Racism – Resource Centre & Telephone Help Line
        Current Due Date: October 8, 2013
        Proposed New Due Date: December 9, 2013

   (bb) Item “M” – Power of Sale and Proceeds - 1154 and 1162 Barton Street East and 50 and 52 Fraser Avenue, known as the Olympia Banquet Centre
        Current Due Date: October 8, 2013
        Proposed New Due Date: January 2014

   (cc) Item “T” - CRTC – Fibre Optic Cable in Rural Areas
        Current Due Date: October 8, 2013
        Proposed New Due Date: December 9, 2013

   (dd) Item “F” - Costs Associated with Condominium Corporation Maintenance
        Current Due Date: November 25, 2013
        Proposed New Due Date: March 2014

(2) The following Items were considered complete and removed from the Audit, Finance & Administration Committee's Outstanding Business List:

   (aa) Item “J” – Benefit Payouts (Item 5.2)
(bb) Item “O” – Correspondence from the Township of Adjala-Tosorontio respecting the *Development Charges Act*

(cc) Item “U” – Internal Audit Expenditures for Corporate Trunked Radio Upgrade Project (Item 8.1)

(dd) Item “Z” – Correspondence from the Robert Land Community Centre requesting the Waiving of Development Charges and Parkland Dedication Fees

(g) **ADJOURNMENT (Item 13)**

There being no further business, the Audit, Finance & Administration Committee adjourned at 10:16 a.m.

Respectfully submitted,

Councillor M. Pearson, Chair
Audit, Finance & Administration Committee

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk
APPORTIONMENT OF TAXES

That the original land taxes recorded against:

Roll #2518 303 420 04835 0000 – (2 McCurdy Ave., Flamborough) in the amount of $1,920 be split amongst the three newly created lots listed below:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>ADDRESS</th>
<th>ROLL NUMBER</th>
<th>APPORTIONED ASSESSMENT</th>
<th>TAX AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>McCurdy Ave.</td>
<td>2518 303 420 04835 0000</td>
<td>53,142</td>
<td>$642</td>
</tr>
<tr>
<td>2013</td>
<td>McCurdy Ave.</td>
<td>2518 303 420 04837 0000</td>
<td>52,285</td>
<td>631</td>
</tr>
<tr>
<td>2013</td>
<td>McCurdy Ave.</td>
<td>2518 303 420 04838 0000</td>
<td>53,573</td>
<td>647</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>164,000</strong></td>
<td><strong>$1,920</strong></td>
</tr>
</tbody>
</table>
## Appendix "B" to Item 9 of AF&A Report 13-010

City of Hamilton
Corporate Services Department
Taxation Division
Section "357" Appeals of the Municipal Act, 2001

<table>
<thead>
<tr>
<th>Appeal No.</th>
<th>Property Address</th>
<th>Roll Number</th>
<th>Explanation</th>
<th>YEAR</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>357-12-178</td>
<td>295 Dundas St E</td>
<td>303370082000000</td>
<td>Fire Oct 25th extensive damage the house was demolished</td>
<td>2012</td>
<td>-269.06</td>
</tr>
<tr>
<td>357-12-169</td>
<td>0 Stonehenge Dr</td>
<td>140280365700000</td>
<td>Gross or Manifest Error public laneway roll created in error</td>
<td>2012</td>
<td>-144.68</td>
</tr>
<tr>
<td>357-13-009</td>
<td>293 Wellington St N</td>
<td>0201820684100000</td>
<td>Exempt HHSC are occupying more space</td>
<td>2013</td>
<td>-9,570.59</td>
</tr>
<tr>
<td>357-13-029</td>
<td>295 Wellington St N</td>
<td>303370082000000</td>
<td>Fire Oct 25th extensive damage the house was demolished</td>
<td>2013</td>
<td>-1,495.86</td>
</tr>
<tr>
<td>357-13-046</td>
<td>90 Pritchard Rd</td>
<td>060581049700000</td>
<td>Exempt - City property</td>
<td>2013</td>
<td>-3,710.17</td>
</tr>
<tr>
<td>357-13-051</td>
<td>1365 BaseLine Rd</td>
<td>003010354000000</td>
<td>Demolition of old house reduced value but triggered a change in tax class</td>
<td>2013</td>
<td>1,870.13</td>
</tr>
<tr>
<td>357-13-051</td>
<td>1365 BaseLine Rd</td>
<td>003010354000000</td>
<td>reverse increase re- tax class legislations does not allow increase on Sec 357</td>
<td>2013</td>
<td>-1,870.13</td>
</tr>
<tr>
<td>357-13-054</td>
<td>193 Cannon St E</td>
<td>020182068800000</td>
<td>Tax Class Conversion owner withdrew his appeal</td>
<td>2013</td>
<td>0.00</td>
</tr>
<tr>
<td>357-13-076</td>
<td>0 Gowland Dr</td>
<td>901410854780000</td>
<td>Gross or Manifest Error two rolls create for one lot</td>
<td>2013</td>
<td>-595.60</td>
</tr>
<tr>
<td>357-13-082</td>
<td>135-137 King St E</td>
<td>003345192000000</td>
<td>Demolition of all structures now commercial vacant land</td>
<td>2013</td>
<td>-27,110.26</td>
</tr>
<tr>
<td>357-13-085</td>
<td>815 Main St E</td>
<td>0302310058500000</td>
<td>Tax Class Conversion now all residential tenants</td>
<td>2013</td>
<td>-1,340.67</td>
</tr>
<tr>
<td>357-13-088</td>
<td>999 Upper Wentworth St</td>
<td>070652060100000</td>
<td>Demolition of village court units at Limeridge Mall</td>
<td>2013</td>
<td>-179,618.99</td>
</tr>
<tr>
<td>357-13-089</td>
<td>147 South Bend Rd E</td>
<td>080893010000000</td>
<td>Tax Class Conversion new owners using it as residence</td>
<td>2013</td>
<td>-5,784.91</td>
</tr>
<tr>
<td>357-13-107</td>
<td>69 Houghton Ave S</td>
<td>040304050300000</td>
<td>Tax Class Conversion - no longer a home operated business on premises</td>
<td>2013</td>
<td>-378.42</td>
</tr>
<tr>
<td>357-12-156</td>
<td>Governors Rd</td>
<td>140110425500000</td>
<td>Exemption denied - still farm land - future well</td>
<td>2012</td>
<td>0.00</td>
</tr>
<tr>
<td>357-13-188</td>
<td>170-172 Markland Ave</td>
<td>020130187600000</td>
<td>Tax Class Conversion even though only 6 units rented still 7 units in building</td>
<td>2012</td>
<td>0.00</td>
</tr>
<tr>
<td>357-13-042</td>
<td>332-348 Arvin Ave</td>
<td>003140036000000</td>
<td>Demolition of 10,000 sq ft of industrial bldg</td>
<td>2013</td>
<td>-5,783.89</td>
</tr>
<tr>
<td>357-13-093</td>
<td>1632 Wilson St W</td>
<td>140410400000000</td>
<td>Tax Class Conversion now more commercial space</td>
<td>2013</td>
<td>-925.70</td>
</tr>
<tr>
<td>357-13-090</td>
<td>79 Kennedy Ave</td>
<td>081101065800000</td>
<td>Demolition of all structures</td>
<td>2013</td>
<td>-543.37</td>
</tr>
<tr>
<td>357-13-041</td>
<td>615 Hamilton St</td>
<td>303420230000000</td>
<td>Demolition of gas station</td>
<td>2013</td>
<td>-1,258.19</td>
</tr>
<tr>
<td>357-13-033</td>
<td>19 Innovation Dr</td>
<td>302270176500000</td>
<td>Gross or Manifest Error denied owner claimed incorrect sq footage it is correct</td>
<td>2013</td>
<td>0.00</td>
</tr>
<tr>
<td>357-13-023</td>
<td>880 Beach Blvd</td>
<td>050512068500000</td>
<td>Exempt City property</td>
<td>2013</td>
<td>-1,748.46</td>
</tr>
<tr>
<td>357-13-117</td>
<td>1155 Beach Blvd</td>
<td>050512068500000</td>
<td>Gross or Manifest Error to correct supplementary billing</td>
<td>2013</td>
<td>-181.74</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>-240,460.55</strong></td>
</tr>
</tbody>
</table>
B- overcharge (Assessment Roll)
B1 - overcharged-application denied
E - Exempt

<table>
<thead>
<tr>
<th>Appeal No.</th>
<th>Property Address</th>
<th>Roll Number</th>
<th>Reason</th>
<th>Explanation</th>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>358-13-024</td>
<td>1365 Base Line Rd</td>
<td>003010354000000</td>
<td>B1</td>
<td>owner stated building demolished years ago. The assessor inspected</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>358-13-025</td>
<td>1365 Base Line Rd</td>
<td>003010354000000</td>
<td>B1</td>
<td>the property the building was still standing</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>358-13-051</td>
<td>735 Queenston Rd</td>
<td>050452001300000</td>
<td>B</td>
<td>demolition of the old Swiss Chalet</td>
<td></td>
<td>-12421.17</td>
</tr>
<tr>
<td>358-13-052</td>
<td>735 Queenston Rd</td>
<td>050452001300000</td>
<td>B</td>
<td>demolition of old house</td>
<td></td>
<td>-5727.12</td>
</tr>
<tr>
<td>358-12-074</td>
<td>37 Malton Dr</td>
<td>081101048100000</td>
<td>B</td>
<td>incorrect square footage</td>
<td></td>
<td>-225.81</td>
</tr>
<tr>
<td>358-13-054</td>
<td>59 Lovers Lane</td>
<td>140240225000000</td>
<td>B</td>
<td>demolition of old house</td>
<td></td>
<td>-1779.58</td>
</tr>
<tr>
<td>358-13-033</td>
<td>19 Innovation</td>
<td>302270718500000</td>
<td>B1</td>
<td>owner stated incorrect square footage. The assessor inspected the property verified measurement is correct</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>358-13-034</td>
<td>19 Innovation</td>
<td>302270718500000</td>
<td>B1</td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>358-13-023</td>
<td>0 Gowlands Ave</td>
<td>901410854780000</td>
<td>B</td>
<td>roll number created in error land part of 901.410.62015</td>
<td></td>
<td>-600.03</td>
</tr>
<tr>
<td>358-13-035</td>
<td>0 Gowland Rd</td>
<td>901410854780000</td>
<td>B</td>
<td></td>
<td></td>
<td>-588.36</td>
</tr>
</tbody>
</table>

Total: -21,342.07
RESOLUTION

Moved by: Councillor Little
Seconded by: Councillor Pinto

WHEREAS the Development Charges Act 1997 currently does not provide for the collection of development charges for the expansion and improvements to hospitals; and

WHEREAS smaller community hospitals must depend on the limited resources of existing residents for at least part of the costs for expansion and operational funding; and

WHEREAS these hospitals must expand their services to meet the needs of the increasing population; and

WHEREAS the costs for hospital expansions should be shared with this growth;

NOW THEREFORE BE IT RESOLVED THAT the Honourable Minister of Municipal Affairs be requested to establish a committee to work with the LHIN's and hospital boards to establish parameters and procedures to include hospitals under the Development Charges Act; and

THAT a copy of this resolution be forwarded to municipalities for support through AMO.

Motion Carried
## CITY OF HAMILTON
### INTERNAL AUDIT REPORT 2013-05
### COMMUNITY AND EMERGENCY SERVICES – FOOD SERVICES (ARENAS AND RECREATION FACILITIES)

<table>
<thead>
<tr>
<th>#</th>
<th>OBSERVATIONS OF EXISTING SYSTEM</th>
<th>RECOMMENDATION FOR STRENGTHENING SYSTEM</th>
<th>MANAGEMENT ACTION PLAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Procedures</td>
<td>That management update, approve and implement cash handling procedures. The procedure should be reviewed annually by management and bear evidence of such review (sign-off).</td>
<td>Agreed. Food Services Cash Handling procedures will be updated and approved by Recreation management by Q1, 2014. (Plan – New draft cash handling recommendations by October 25th; review by Cash Handling Committee November 8th; Plan revisions November 15th; Finance Review November 22nd; Plan revisions November 27th; Recreation Directors review December 11th; Plan revisions December 13th; final approval December 20th)</td>
</tr>
</tbody>
</table>

In this section, the Procedures are discussed to highlight the lack of updates and inconsistencies in the existing procedures. The Food Services Cash Handling Procedures provide detailed instruction regarding how cash, revenue, inventory and vending commissions should be handled and reconciled at the City’s recreation centres and arenas. These procedures were last updated in August 2009 and differences exist between actual and documented processes. For example, no updates have been made for the use of CLASS POS registers or changes to the forms being used.

In addition, the Procedures do not provide adequate guidance on obtaining authorization for wastage inventory items or entering into agreements to provide catering services.

When written procedures are lacking documentation on current practices, employees use personal understanding and experience to carry out processes which could result in incorrect, incomplete or inconsistent application. It would also be problematic and inefficient for the successor to commence his/her duties within a short period of time.

A new Catering form will be developed, reviewed and approved by City Wide Services (CWS) management, ensuring consistency and clarity in catering agreements. This will be completed by Q3, 2013.

A management review will be done on the wastage processes by Q1, 2014, followed by recommendations and an implementation plan by Q2, 2014.
## COMMUNITY AND EMERGENCY SERVICES – FOOD SERVICES (ARENAS AND RECREATION FACILITIES) MAY 2013

### Appendix “E” to Item 14 of AF&A Report 13-010

<table>
<thead>
<tr>
<th>#</th>
<th>OBSERVATIONS OF EXISTING SYSTEM</th>
<th>RECOMMENDATION FOR STRENGTHENING SYSTEM</th>
<th>MANAGEMENT ACTION PLAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td><strong>Timely Deposit of Funds</strong></td>
<td>That all deposits be prepared and deposited within the timelines stated in the written procedures.</td>
<td>Agreed. Deposits will now be done according to the <em>Food Services Cash Handling Procedures</em>. Compliance report to be completed for CWS management by Q1, 2014.</td>
</tr>
</tbody>
</table>
|    | Per the *Food Services Cash Handling Procedures*, a bank deposit for funds collected is to be prepared at a minimum of once per week. A review of five arenas identified:  
|    | • Deposits at four arenas contain more than one week of sales and receipts; and  
|    | • Deposits were made to the bank three to six days after they were prepared.  
<p>|    | Cash stored for long periods before being deposited in the bank provides the opportunity for misappropriation, lapping or theft of funds. | | |
| 3  | <strong>CLASS POS transactions</strong>      | That all Junior Clerks use their own assigned usernames and passwords for processing transactions through the CLASS POS cash register system. | Agreed. The current system of logging into the network and then logging into CLASS has been problematic due to lockout and security features. We will investigate in POS locations how to address after hours support from IT and CLASS so that staff will eliminate the usage of other staff’s passwords and usernames to speed up the opening process. In the event where after hours support is delayed, clerks will identify in the Daily Cash Envelope (DCE) what action and information was used to sign in and will inform the supervisor to remediate the problem. Implementation Date – October 30, 2013. |
|    | Cash register transactions at arena concessions are processed by Junior Clerks. In a review of four different arenas that use CLASS Point of Sale (POS) cash register systems, Junior Clerks were found to be processing transactions under the Senior Clerk’s username at three of the locations. It is difficult to establish accountability for transactions processed (i.e. sales, refunds, voids). | | |</p>
<table>
<thead>
<tr>
<th>#</th>
<th>OBSERVATIONS OF EXISTING SYSTEM</th>
<th>RECOMMENDATION FOR STRENGTHENING SYSTEM</th>
<th>MANAGEMENT ACTION PLAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Void / Refund Documentation</td>
<td>That completed refund slips be attached to the DCE for all refunds, voids and error transactions.</td>
<td>Agreed. Refund, errors and voids (general refunds) slips will continue to be completed by staff (junior clerks) as per department cash handling policies and procedures and submitted with each DCE for each general refund completed. All general refunds completed will be reconciled by Arena Senior Clerks (ASC) via a new software refund report now available in all Food Services POS CLASS and through the Z reading for Non POS CLASS locations. Periodic Box Office Statement (BOX Office) has been revised to include daily tracking of any transactions that have a general refund component. Box Office general refund information will include staff’s name and amount of refund as well as indicating if staff completed and submitted general refund slip with DCE, as required. Daily and Periodic refund reports are now reconciled by ASC and Co-ordinator to ensure compliance is achieved. In situations where junior clerks are not performing these functions, a verbal, written and possible disciplinary action will be addressed to ensure compliance.</td>
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</table>

The Food Services Cash Handling Procedures require Junior Clerks performing refunds, voids or error transactions in the POS system to complete a refund slip and include it in the Daily Cash Envelope (DCE). A review of refunds completed at five locations identified that refund slips were not being completed.

When Junior Clerks do not complete refund slips, the risk of fictitious refunds or voids is increased as there is no documentation to support the transaction. An opportunity exists to process a void or refund for cash and misappropriate the funds.
## Community and Emergency Services – Food Services (Arenas and Recreation Facilities)

### May 2013

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<td>5</td>
<td>Management Sign-Off: Senior Clerks are not consistently initialing the DCE as evidence that the cash collected from daily sales has been counted and matches the total recorded by the Junior Clerk. In addition, there is no indication of sign-off for management review of the Bi-Monthly Cash Management Summary (cash and revenue reconciliation), Bi-Monthly Inventory Control Sheet (inventory reconciliation) or Bi-Monthly Inventory Variance Summary Report (summary of inventory differences for all locations). A review of nine Bi-Monthly Inventory Control Sheets identified two having errors with opening balances and seven with errors in wastage amounts recorded. Without proper sign-off there is no evidence of management review of key cash and inventory reconciliations for accuracy and completeness.</td>
<td>That Senior Clerks initial all DCEs as evidence of review. That management sign off on the Bi-Monthly Cash Management Summary, Bi-Monthly Inventory Control Sheet and Bi-Monthly Inventory Variance Summary Report as evidence of review.</td>
<td>Agreed. Senior Clerks will initial all DCEs from now on. Agreed. Recreation Food Services (RFS) Supervisor will sign-off on all Bi-Monthly Cash Management Summaries, Bi-Monthly Inventory Control Sheets and Bi-Monthly Inventory Variance Summary Reports effective immediately.</td>
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### COMMUNITY AND EMERGENCY SERVICES – FOOD SERVICES (ARENAS AND RECREATION FACILITIES) MAY 2013

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<td>6.</td>
<td>Physical Security of Concession Inventory</td>
<td>That the key to inventory storage areas be secured and restricted to only staff requiring such access.</td>
<td>The Recreation Food Services (RFS) Security Report will align Food Services physical security practices with the arenas' security processes and will be completed by Q3, 2013 and reviewed by Recreation management. Revisions, as recommended by the Report, will be implemented by Q4, 2013.</td>
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## COMMUNITY AND EMERGENCY SERVICES – FOOD SERVICES (ARENAS AND RECREATION FACILITIES)

### MAY 2013

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<td>#7</td>
<td>Concession Inventory Reconciliation</td>
<td>That original inventory transfer sheets, copies of approved invoices and petty cash receipts be matched to the Bi-Monthly Inventory Control Sheet. The Inventory Co-ordinator should sign off that all items have been matched/reconciled.</td>
<td>Agreed. The Inventory Co-ordinator will sign off on Bi-Monthly reconciliation reports effective immediately.</td>
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Arenas' concession inventories are received through transfers from the Food Services administration office, transfers from other concessions, deliveries directly to the arenas by vendors or purchases using petty cash.

Original transfer sheets, approved invoices and receipts for petty cash inventory purchases are not reconciled to the Bi-Monthly Inventory Control Sheet, a document meant to update inventory quantities on hand. A review of nine Bi-Monthly Inventory Control Sheets identified several discrepancies - three amounts did not have supporting transfer sheets or invoices and one item on a transfer sheet was not included in the inventory quantities.

Further, quantities for items purchased in bulk but sold in individual quantities are not reviewed or reconciled. For example the number of french fry cups sold is reconciled but is not compared as to the yield of the number of french fry bags used.

Without matching transfer sheets, invoices and petty cash receipts or reconciling all bulk inventory items to the bi-monthly inventory quantities, the completeness and accuracy of the inventory cannot be confirmed. This increases the City's risk of misappropriation of inventory going undetected.

Agreed. In addition to individual inventory counts, the top four bulk items will now be identified and included in the Bi-monthly Inventory Report under “Yieldage Inventory”. The reconciliation between units sold, serving size and usage of bulk items will be analyzed and cross-referenced to ensure actual food costs and standard ideal costing is achieved. To be in place by September 20, 2013. (To identify more than the top four bulk items is cost prohibitive.)
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<td>8.</td>
<td>Concession Inventory Variances</td>
<td>That Bi-Monthly Inventory Control Sheets with variances greater than 2.5% be followed up with required corrections or explanations of differences documented.</td>
<td>Alternative to be implemented. The target of 2.5%, as noted in the Food Services Cash Handling Procedures, will be reviewed with regard to cost/benefit and adjusted accordingly.</td>
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Inventory sales calculated on the Bi-Monthly Inventory Control Sheets (sales per inventory count) and actual sales as recorded in the cash registers are compared to determine the accuracy of bi-monthly inventory counts and identify any potential issues. A review of nine Bi-Monthly Inventory Control Sheets identified three with total variances greater than the target of 2.5% as noted in the Food Services Cash Handling Procedures (83.52%, 70.23%, and 9.85%). There was no evidence of follow up, correction or explanations for the large variances.

Individual inventory item variances are not reviewed unless the total target variance of 2.5% is exceeded. All nine Bi-Monthly Inventory Control Sheets tested had individual items with variances over 10%. There is a risk of errors or potential misappropriation going undetected when large individual variances are not reviewed and followed up.

That a threshold be set for individual product variances and differences exceeding this percentage be followed up and explained. A calculation of individual product variances should be included on the Bi-Monthly Inventory Control Sheet.

Agreed. The current inventory variance process will be reviewed by CWS management and process improvements will be implemented by Q1, 2014.
## COMMUNITY AND EMERGENCY SERVICES – FOOD SERVICES (ARENAS AND RECREATION FACILITIES) MAY 2013

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<td>In addition, “combo” items from the cash register sales reports were excluded from the Bi-Monthly Inventory Control Sheets. When all items are not included in the reconciliation, variance percentage calculations will be incorrect and therefore cannot be relied upon.</td>
<td>That total sales from the cash register be matched to the Bi-Monthly Inventory Control Sheet to ensure all items have been recorded.</td>
<td>Not Practical/Alternative to implemented. Current CLASS POS does not allocate these “combo” sales into individual costing and sales categories. All “combo” items in CLASS POS and Non CLASS POS with more than one inventory element have been addressed in the Bi-Monthly Inventory Report where “combo” sales amounts are credited to sales and individual elements are included in their respective inventory categories. For example, in a hotdog “combo”, the hot dog and pop are single serves (included in their inventory categories) and fries are a bulk item (addressed under “Yieldage Inventory” (see #7)).</td>
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<td>9</td>
<td>Vending Machine Contracts</td>
<td>That Food Services award revenue generating contracts in accordance with the Procurement Policy.</td>
<td>Agreed. Recreation Food Services (RFS) is undertaking a full procurement plan in conjunction with the new Healthy Food &amp; Beverage Policy. New contracts will be in place as per the Procurement Policy starting in Q4, 2013.</td>
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<td>Food Services receives commission revenue from operators of full service vending machines selling cold beverages, snacks, or video game play in arenas and recreation centres.</td>
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<td>There currently are no active contracts in place with these vendors which violates the Procurement Policy for the City of Hamilton By-law No. 12-255 concerning revenue generating contracts.</td>
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## COMMUNITY AND EMERGENCY SERVICES –
FOOD SERVICES (ARENAS AND RECREATION FACILITIES)
MAY 2013

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<td>10</td>
<td>Vending Machine Commissions</td>
<td>That all cash pickups from non-automated vending machines be witnessed by Food Services/arena/recreation centre staff with sign-off. Appropriate documentation should be forwarded to the Food Services office to be reconciled to commission cheques received.</td>
<td>Agreed. Cash pickups from non-automated vending machines will be witnessed by Food Services/arena/recreation centre staff with sign-off by September 6th, 2013. A cash pick-up form will be forwarded to the Food Services office to be reconciled to commission cheques received. Small (less than $50/month) vending machine commissions where there is no cost/benefit will be discontinued.</td>
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| 1 | Procedures  
There are no formal written procedures to guide Financial Services and Environmental Services staff in updating financial and operational factors such as the discount rate used to estimate the total expenditures, the changes with inflation rates and the used capacity of the landfill when carrying out the calculations for the liability of landfill sites.  
When written procedures do not exist, employees currently carrying out the process rely on personal understanding and experience which could result in incorrect, incomplete or inconsistent application. It would also be problematic and inefficient for a successor to commence such related duties within a short period of time. | That Financial Services and Environmental Services develop, approve and implement comprehensive procedures for calculating the liability for landfill sites. These documents should be reviewed on a regular basis (annually) and be revised, as required. | Financial Services (FCS)  
Agreed. Staff will work with Environmental Services to develop a procedure for the annual calculations required. Expected completion – Q4, 2013.  

Environmental Services (PW)  
Agreed. Staff will develop a procedure for the calculation of annual used landfill capacity. Expected completion – Q4, 2013. |
ADDITIONAL

The following items were noted during the course of the audit. Although they do not present internal control deficiencies, they are indicated in this Addendum so management is aware of the issues and can address them appropriately.

Glanbrook Landfill Liability

1. An assessment of the need for a comprehensive review of capacity at the Glanbrook landfill site has not been undertaken within the past three years. This is contrary to PSAB Section PS 3270.18. Such reviews are important as they are the basis for estimating total capacity and the capacity used. Capacity must be applied consistently so that the liability and results are comparable over time.

It is recommended:
Environmental Services (PW) – That an assessment of the need for a comprehensive review of capacity at the Glanbrook landfill site be performed and documented at least once every three years, beginning in 2013.

Management Response:
Environmental Services (PW) – Agreed. A review will be completed for total remaining capacity in 2013. Calculated capacity will be accurate to the end of 2012. Capacity will then be calculated at least every 3 years going forward.

2. The calculations for the liability of the Glanbrook landfill site used an expected closure date of 2036. The last independent study of when this landfill is expected to close was completed in 2009. The expected closure date has remained unchanged since then even though changes that could potentially impact the closure date have occurred (i.e. collection of extra garbage through the use of garbage bag tags).

It is recommended:
Environmental Services and Financial Services (PW and FCS) - That the closure date used in the calculations for the Glanbrook landfill liability be updated in 2013 and reviewed at least once every three years or whenever a significant change potentially impacting the closure date is implemented.

Management Response:
Environmental Services (PW) – Agreed. Landfill closure date will be assessed in 2013 and then at least every two years or when a significant change in the waste management system necessitates a review.
Glanbrook Landfill Liability (Cont’d)

3. The Public Sector Accounting Board (PSAB) Section PS 3270.09 requires that all activities related to closing a landfill site be itemized for the liability. The one time closure costs for the Glanbrook landfill (costs calculated as $2.37 million in 2012) have not been broken-down to indicate individual costs such as final cover and vegetation, drainage control features and monitoring of leachate, water quality and gas recovery.

It is recommended:
Environmental Services and Financial Services (PW and FCS) - That the liability for the one time closure costs for Glanbrook be supported with a list of activities and their related costs.

Management Response:
Environmental Services (PW) - Agreed. A detailed breakdown of landfill closure costs will be developed by Q1, 2014.

Financial Services (FCS) - Agreed. Closure cost estimates should be supported by a detailed breakdown.

4. Post closure care estimates for monitoring and maintaining the Glanbrook landfill when it closes includes a $5.48 million amount for development of a new section of the Glanbrook landfill. These costs do not pertain to post closure care and should be removed from the liability calculations.

It is recommended:
Environmental Services and Financial Services (PW and FCS) - That the $5.48 million for development of a new section of the Glanbrook landfill site be removed from the liability calculations.

Management Response:
Environmental Services (PW) - Agreed. Staff will work with Financial Services to make this correction.

Financial Services (FCS) - Agreed. Only costs relating to post-closure care activities should be included in the post-closure care cost estimate.
Landfill Operating Costs

5. The 2012 operating costs to maintain the open and closed landfill sites were $3.63 million. The cost allocation was $2.27 million and $1.36 million for open and closed landfill sites, respectively. There was no documented support for the allocation of these costs.

It is recommended:
Environmental Services - That analysis to support the allocation of operating costs between open and closed sites be maintained.

Management Response:
Environmental Services - Agreed. Support documentation for the allocation of operating costs specific to open and closed landfills will be developed. Expected completion Q4, 2013.