



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 19-007

**9:30 a.m.
May 2, 2019
Council Chambers
Hamilton City Hall**

Present: Councillors C. Collins (Chair), M. Wilson (Vice-Chair), B. Clark, B. Johnson, M. Pearson, J. Partridge, A. VanderBeek, and L. Ferguson

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

- 1. Hamilton Future Fund Investment Performance Report - December 31, 2018 (FCS19027) (City Wide) (Item 7.1)**

(Wilson/Johnson)

That Report FCS19027, respecting the Hamilton Future Fund Investment Performance Report - December 31, 2018, be received.

CARRIED

- 2. Reserve / Revenue Fund Investment Performance Report - December 31, 2018 (FCS19028) (City Wide) (Item 7.2)**

(Clark/Pearson)

That Report FCS19028, respecting the Reserve / Revenue Fund Investment Performance Report - December 31, 2018, be received.

CARRIED

- 3. Cemetery Trust Accounts Investment Performance Report - December 31, 2018 (FCS19029) (City Wide) (Item 7.3)**

(Johnson/Wilson)

That Report FCS19029, respecting the Cemetery Trust Accounts Investment Performance Report - December 31, 2018, be received.

CARRIED

- 4. Vacancy Rebate - Delegation Request (FCS19037) (City Wide) (Item 7.4)**

(Pearson/Johnson)

That Report FCS19037, respecting the Vacancy Rebate - Delegation Request, be received.

CARRIED

5. Treasurer's Investment Report 2018 Fiscal Year by Aon (FCS19019) (City Wide) (Item 7.5)

(VanderBeek/Ferguson)

- (a) That Report FCS19019, respecting the Treasurer's Investment Report 2018 Fiscal Year by Aon, be received; and
- (b) That Report FCS19019, be forwarded to the Hamilton Future Fund Board of Governors.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Chair Chad Collins
YES - Councillor Judi Partridge
YES - Councillor Arlene VanderBeek
YES - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
YES - Councillor Maria Pearson
YES - Councillor Brad Clark

6. Whistleblower, Fraud & Waste Information Updated for Q1 2019 (AUD19003) (City Wide) (Item 7.6)

(Clark/Pearson)

That Report AUD19003, respecting the Whistleblower, Fraud & Waste Information Updated for Q1 2019, be received.

CARRIED

7. Accounts Receivable Write-Offs for 2018 (FCS19033) (City Wide) (Item 10.1)

(Johnson/Wilson)

- (a) That the Acting General Manager of Finance and Corporate Services be authorized to write-off uncollectible General Accounts Receivables in the amount of \$62,869.84 attached as Appendix "A" to Report FCS19033;
- (b) That the General Accounts Receivable Write-Offs, less than \$1,000 each, in the amount of \$3,549.42 attached as Appendix "B" to Report FCS19033, be received for information; and,
- (c) That the Acting General Manager of Finance and Corporate Services be authorized to write-off uncollectible Lodge Accounts Receivables in the amount of \$34,422.27 attached as Appendix "C" to Report FCS19033.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Chair Chad Collins
YES - Councillor Judi Partridge
YES - Councillor Arlene VanderBeek

YES - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
YES - Councillor Maria Pearson
YES - Councillor Brad Clark

**8. Delegation Authority for Property Taxation Matters (FCS19039) (City Wide)
(Item 10.2)**

(Johnson/Pearson)

- (a) That delegated authority to hold meetings, give notice and make decisions under sections 110(17), 334, 356, 357, 357.1, 358, 359 and 359.1 of the *Municipal Act, 2001* be given to the Treasurer, Deputy Treasurers, Manager of Taxation, Tax Assessment and Appeals Administrator; and,
- (b) That the by-law attached as Appendix "A" to Report FCS19039, being a By-law for the Delegation of Authority to Treasurer and Deputy Treasurers with Respect to the Adjustment of Taxes and Payments in lieu of Taxes, which has been prepared in a form satisfactory to the City Solicitor, be approved.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Chair Chad Collins
YES - Councillor Judi Partridge
YES - Councillor Arlene VanderBeek
YES - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
YES - Councillor Maria Pearson
YES - Councillor Brad Clark

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

1. COMMUNICATIONS (Item 5.1)

- 5.1 Correspondence from Redeemer University College respecting clarification on Redeemer's request for an amendment to the development charges by-law change proposal

Recommendation: Be received and referred to staff for appropriate action.

(Clark/Pearson)

That the agenda for the May 2, 2019 Audit, Finance and Administration Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Chair Chad Collins
YES - Councillor Judi Partridge
YES - Councillor Arlene VanderBeek
YES - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
YES - Councillor Maria Pearson
YES - Councillor Brad Clark

(b) DECLARATIONS OF INTEREST (Item 3)

There we no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) April 18, 2019 (Item 4.1)

(Johnson/VanderBeek)

That the Minutes of the April 18, 2019 meeting of the Audit, Finance and Administration Committee be approved, as presented.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Councillor Maureen Wilson
YES - Chair Chad Collins
YES - Councillor Judi Partridge
YES - Councillor Arlene VanderBeek
YES - Councillor Lloyd Ferguson
YES - Councillor Brenda Johnson
YES - Councillor Maria Pearson
YES - Councillor Brad Clark

(d) COMMUNICATIONS (Item 5)

(i) Correspondence from Redeemer University College respecting clarification on Redeemer's request for an amendment to the development charges by-law change proposal (Added Item 5.1)

(Partridge/VanderBeek)

That the correspondence from Redeemer University College respecting clarification on Redeemer's request for an amendment to the development charges by-law change proposal, be received and referred to staff for appropriate action.

CARRIED

(e) CONSENT ITEMS (Item 7)

- (i) Hamilton Mundialization Advisory Committee Minutes – March 20, 2019 (Item 7.7)**

(Partridge/VanderBeek)

That the Hamilton Mundialization Advisory Committee Minutes from March 20, 2019, be received.

CARRIED

(f) MOTIONS (Item 11)

Councillor Collins asked that the following motions be considered at the May 16th, 2019 Audit, Finance & Administration Meeting:

- (i) 2019 Development Charges By-law – Garden Suites (Added Item 12.1)**

WHEREAS, the proposed 2019 Development Charges By-law provides an exemption for Laneway Houses;

WHEREAS, a Garden Suite is an alternative form of a detached dwelling that only exists on a lot ancillary to a principal dwelling which expands the housing stock on properties with existing single and semi-detached dwellings in a manner similar to Laneway Houses; and,

WHEREAS, a Garden Suite is already defined within the proposed 2019 Development Charges By-law;

BE IT THEREFORE RESOLVED:

That a Garden Suite be added to the list of exempted uses within Section 25 of the proposed 2019 Development Charges By-law.

- (ii) 2019 Development Charges By-law – Commercial Greenhouse (Added Item 12.2)**

WHEREAS, the proposed 2019 Development Charges By-law lists Commercial Greenhouse within the definition of Industrial Development;

WHEREAS, per the proposed 2019 DC By-law a Commercial Greenhouse “means a Building, that is made primarily of translucent building material, used, designed or intended to be used for the sale and display of plants products grown or stored therein gardening supplies and equipment, or landscaping supplies and equipment” which is a retail use, not an industrial use;

WHEREAS, comparator municipalities assess these types of retail greenhouses as commercial; and,

WHEREAS, “Retail Greenhouse” is a more descriptive term to ensure that there is no confusion with a wholesale greenhouse, which is an agriculture use;

THEREFORE BE IT RESOLVED:

- (a) That the term Commercial Greenhouse be removed from the definition of Industrial Development in the proposed 2019 DC By-law, thereby having the use default to being assessed as non-industrial; and,
- (b) That the defined term Commercial Greenhouse be restated as Retail Greenhouse.

(iii) 2019 Development Charges By-law – CityHousing Hamilton (Added Item 12.3)

WHEREAS, buildings developed and used for the City of Hamilton and Local Boards is exempt pursuant to Section 3 of the Development Charges Act, 1997 and Section 20 of the proposed 2019 Development Charges By-law;

WHEREAS, the 2019 Development Charges Background Study includes capital projects by CityHousing Hamilton to fulfil the service of social housing provided by the City of Hamilton;

WHEREAS, CityHousing Hamilton is not a Board per the enacting legislation; and,

WHEREAS, the capital cost of social housing projects would increase, thereby increasing the overall Development Charge rates if the City were to charge Development Charges on projects owned and used by CityHousing Hamilton to fulfillment of the social housing service provided by the City of Hamilton;

THEREFORE BE IT RESOLVED:

That CityHousing Hamilton be added to the list of exempted organizations in Section 20 of the proposed 2019 Development Charges By-law.

(g) GENERAL INFORMATION / OTHER BUSINESS (Item 13)

(i) Amendments to the Outstanding Business List:

(Pearson/Wilson)

That the following amendments to the Audit, Finance & Administration Committee's Outstanding Business List, be approved:

(a) Items to be removed:

Item: 19-C

Voislav Bjelajac, respecting a Vacancy Rebate for 2016

Completed: May 2, 2019 - Item 7.4 - Vacancy Rebate - Delegation Request (FCS19037)

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Councillor Maureen Wilson

YES - Chair Chad Collins

NOT PRESENT - Councillor Judi Partridge

YES - Councillor Arlene VanderBeek

YES - Councillor Lloyd Ferguson

YES - Councillor Brenda Johnson

YES - Councillor Maria Pearson

YES - Councillor Brad Clark

(h) ADJOURNMENT (Item 15)

(VanderBeek/Wilson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:02 a.m.

CARRIED

Respectfully submitted,

Councillor Collins, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk