



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 19-017

AS AMENDED BY COUNCIL ON NOVEMBER 27 TO 28, 2019

**9:30 a.m.
November 21, 2019
Council Chambers
Hamilton City Hall**

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

THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 19-017, AND RESPECTFULLY RECOMMENDS:

1. Workplace Pet Policy and Procedure (HUR19023) (City Wide) (Item 10.1)

That Report HUR19023, respecting Workplace Pet Policy and Procedure, be received.

That staff be directed to implement a No Pet Policy for all municipal buildings excluding: Animal Services, Animal Control, Hamilton Police Services, and Service Dogs.

2. Orientation for Hearing of Complaints Made Pursuant to Subsection 20(1) of the *Development Charges Act*, 1997 (LS19043) (City Wide) (Item 10.2)

That Report LS19043, respecting the Orientation for Hearing of Complaints Made Pursuant to Subsection 20(1) of the *Development Charges Act*, 1997, be received.

3. Budgeting and Forecasting (FCS19066(a)) (City Wide) (Item 14.2)

(a) That Council approve the single source procurement, pursuant to Procurement Policy #11 – Non-competitive Procurements, for the purchase of an operating budget solution as well as enterprise licensing for operating and capital budget solutions for a three-year term with an additional two, optional one-year renewal terms and that the General Manager, Finance and Corporate Services, be authorized to negotiate, enter into and execute a Contract and any ancillary documents required to give effect thereto, in a form satisfactory to the City Solicitor.

(b) That capital funding in the amount of \$341,000 be appropriated from Project ID 3381557502 to capital Project ID 3381957502 for the implementation of the solution; and,

Council – November 27, 2019

- (c) That the contents of Report FCS19066(a), respecting Budgeting and Forecasting, remain confidential and not be released as a public document except as necessary to implement Council's directions at the discretion of the City Solicitor.

4. Methodology for Infrastructure Master Plans to Support Future Calculation of Variable Development Charges (Item 11.1)

The following Motion was DEFEATED:

That the following Motion, respecting Methodology for Infrastructure Master Plans to Support Future Calculation of Variable Development Charges, be deferred until such time as a consultant cost can be determined, or until the Consultant can be in attendance at a future ~~Audit, Finance & Administration~~ **General Issues Committee (2020 Budget)** meeting to answer questions of Committee:

WHEREAS, at the June 12, 2019 meeting, City Council repealed Development Charges (DC) By-law 14-153 and enacted a new 2019 DC By-law effective June 13, 2019;

WHEREAS, the DC By-law is a result of compiling the City's infrastructure Master Plans;

WHEREAS, the *Development Charges Act, 1997* requires a process to be followed which results in a calculated DC;

WHEREAS, the adoption of variable DC rates must be predicated on either a defined and defensible methodology calculation or by policy (such as providing a partial exemption to the calculated DC rate);

WHEREAS, the City's 2019 DC By-law reflects the results of such a review for water and wastewater services, and as a result includes a variable approach in calculating the 2019 DC By-law rate for stormwater services;

WHEREAS, all other services are calculated on a city-wide basis;

WHEREAS, the *More Homes, More Choice Act, 2019* (Bill 108) will remove the discounted (soft) services from the *Development Charges Act, 1997* once proclaimed into force and provides a defined list of services that will remain in the *Development Charges Act, 1997*; and,

WHEREAS, the City's current GRIDS 2 process will ultimately identify growth allocations by traffic zone throughout the city to 2041;

THEREFORE, BE IT RESOLVED:

That staff be directed to report back to the ~~Audit, Finance & Administration~~ **General Issues Committee (2020 Budget)** on methodology options including an assessment of the financial impacts for future updates to the Transportation Master Plan (including transit services); 10-year Fire Service Delivery Plan; and Waste Services Master Plan; that will provide the basis for a variable rate calculation as part of the next Development Charges (DC) By-law update should Council wish to take a variable rate approach.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

The agenda for the November 21, 2019 Audit, Finance and Administration Committee meeting was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) November 7, 2019 (Item 4.1)

The Minutes of the November 7, 2019 meeting of the Audit, Finance and Administration Committee were approved, as presented.

(d) PUBLIC HEARINGS / DELEGATIONS (Item 8)

(i) Mouna Bile, Hamilton Community Legal Clinic, respecting recommendations towards the re-opening of Hamilton Anti-Racism Resource Centre (Approved November 7, 2019) (Item 8.1)

Mouna Bile, Hamilton Community Legal Clinic, Pauline Kajiura, and Jane Mulkewich, addressed the Committee respecting recommendations towards the re-opening of Hamilton Anti-Racism Resource Centre, with the aid of a presentation.

The delegation from Mouna Bile, Hamilton Community Legal Clinic, Pauline Kajiura, and Jane Mulkewich, respecting recommendations towards the re-opening of Hamilton Anti-Racism Resource Centre, was received.

A copy of the presentation is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

(e) **MOTIONS (Item 11)**

(i) **Methodology for Infrastructure Master Plans to Support Future Calculation of Variable Development Charges (Item 11.1)**

The following Motion was DEFEATED:

WHEREAS, at the June 12, 2019 meeting, City Council repealed Development Charges (DC) By-law 14-153 and enacted a new 2019 DC By-law effective June 13, 2019;

WHEREAS, the DC By-law is a result of compiling the City's infrastructure Master Plans;

WHEREAS, the *Development Charges Act, 1997* requires a process to be followed which results in a calculated DC;

WHEREAS, the adoption of variable DC rates must be predicated on either a defined and defensible methodology calculation or by policy (such as providing a partial exemption to the calculated DC rate);

WHEREAS, the City's 2019 DC By-law reflects the results of such a review for water and wastewater services, and as a result includes a variable approach in calculating the 2019 DC By-law rate for stormwater services;

WHEREAS, all other services are calculated on a city-wide basis;

WHEREAS, the *More Homes, More Choice Act, 2019* (Bill 108) will remove the discounted (soft) services from the *Development Charges Act, 1997* once proclaimed into force and provides a defined list of services that will remain in the *Development Charges Act, 1997*; and,

WHEREAS, the City's current GRIDS 2 process will ultimately identify growth allocations by traffic zone throughout the city to 2041;

THEREFORE, BE IT RESOLVED:

That staff be directed to report back to the Audit, Finance & Administration Committee on methodology options including an assessment of the financial impacts for future updates to the Transportation Master Plan (including transit services); 10-year Fire Service Delivery Plan; and Waste Services Master Plan; that will provide the basis for a variable rate calculation as part of the next Development Charges (DC) By-law update should Council wish to take a variable rate approach.

The following Motion was DEFEATED:

That the motion respecting Methodology for Infrastructure Master Plans to Support Future Calculation of Variable Development Charges be deferred until such time as a consultant cost can be determined, or until the

Consultant can be in attendance at a future Audit, Finance & Administration Committee meeting to answer questions of Committee.

Item (e)(i) was lifted from the Information Section and added as Item 4 to Audit, Finance & Administration Report 19-017.

For further disposition of this matter, refer to Item 4.

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

(i) Amendments to the Outstanding Business List (Item 13.1)

The following amendment to the Outstanding Business List, was approved:

(a) Items to be Removed (Item 13.1(a)):

Correspondence from Danny Trombetta, 610 South Service Road Inc (Gateway Ice Centre) respecting Development Charge liability for a proposed additional arena
Item 14.2 on the November 7, 2019 AF&A agenda
OBL Item: 19-O

(g) PRIVATE AND CONFIDENTIAL (Item 14)

(i) November 7, 2019 – Closed Session Minutes (Item 14.1)

- (a) The Closed Session Minutes of the November 7, 2019 Audit, Finance and Administration meeting, were approved as presented; and,
- (b) The Closed Session Minutes of the November 7, 2019 Audit, Finance and Administration meeting, remain confidential.

Committee move into Closed Session respecting Item 14.2, pursuant to Section 8.1, Sub-sections (e) and (k) of the City's Procedural By-law 18-270, and Section 239(2), Sub-sections (e) and (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

(h) ADJOURNMENT (Item 15)

There being no further business, the Audit, Finance and Administration Committee, adjourned at 12:31 p.m.

Respectfully submitted,

Councillor Collins, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk