



**AUDIT, FINANCE & ADMINISTRATION COMMITTEE**  
**MINUTES 16-016**  
**9:30 am**  
**Monday, November 7, 2016**  
**Council Chambers**  
**Hamilton City Hall**  
**71 Main Street West**

---

**Present:** Councillor A. Johnson (Chair), Councillors D. Skelly (Vice-Chair)  
C. Collins, B. Johnson, and A. VanderBeek

**Absent with**  
**Regrets:** Councillors M. Pearson – Personal and L. Ferguson - business

---

**THE FOLLOWING ITEMS WERE REPORTED TO COUNCIL FOR CONSIDERATION:**

**1. Tax Appeals under Sections 357 and 358 of the Municipal Act (2001) (FCS16038(d)) (Item 5.1)**

**(VanderBeek/Skelly)**

- (a) That Appendix “A” to Report FCS16038(d) respecting the Tax Appeals processed under Section 357 of the *Municipal Act*, (2001), in the amount of \$73,655 be approved; and,
- (b) That Appendix “B” to Report FCS16038(d) respecting the Tax Appeals, due to a Gross or Manifest Clerical Error, Pursuant to Section 358 of the *Municipal Act*, (2001), in the amount of \$24,579 be approved.

**CARRIED**

**2. Former Town of Dundas Insurance Retro-Assessment Payment (FCS16086) (City Wide) (Item 5.2)**

**(VanderBeek/B. Johnson)**

That Report FCS16086 respecting the Former Town of Dundas Insurance Retro-Assessment Payment, be received.

**CARRIED**

**3. Freedom of Information Quarterly Report (July 1 to September 30) (CL16003(b)) (City Wide) (Item 5.3)**

**(B. Johnson/Skelly)**

That Report CL16003(b) respecting Freedom of Information Quarterly Report (July 1 to September 30, 2016), be received.

**CARRIED**

**4. Our People Survey (HUR15014(a)) (City Wide) (Item 8.1)**

**(B. Johnson/Skelly)**

That Report HUR15014(a) respecting Our People Survey, be received.

**CARRIED**

**5. Follow up of Audit Report 2013-10 – Corporate Services – Information Security and Identity & Access Management Review (AUD16021) (Item 8.2)**

**(Collins/B. Johnson)**

(a) That Report AUD16021, respecting the follow up of Audit Report 2013-10, Corporate Services – Information Security and Identity & Access Management Review, be received; and,

(b) That Appendix “A” to Report AUD16021, respecting the follow up of Audit Report 2013-10, Corporate Services – Information Security and Identity & Access Management Review, remain confidential and restricted from public disclosure.

**CARRIED**

**6. Grants Sub-Committee Report 16-004, October 28, 2016 (Item 8.3)**

**(VanderBeek/B. Johnson)**

**(a) 2016 City Enrichment Fund Intake – CANUSA Games (GRA16009) (City Wide) (Attached hereto as Appendix “A” to Report 16-004) (Grants Sub-Committee Report 16-004 – Item #1) (Item 8.3)**

That an additional City Enrichment Fund grant totaling \$2,245.10 be approved for CANUSA Games, under the Sport & Active Lifestyle Program, and funded from the City Enrichment Fund Reserves.

**(b) 2017 Advance – City Enrichment Fund (GRA16011) (City Wide) (Item 4.2) (Attached hereto as Appendix “B” to Report 16-004) (Item 8.3)**

(i) That effective January 1, 2017, an advance of funds be provided to the organizations specified in the attached Appendix “A” to Report GRA16011; and,

(ii) That any outstanding arrears due to the City of Hamilton by the organizations (as shown in the attached Appendix “A” to Report GRA16011) be first applied against the approved grant funding, including advances, until the debt is satisfied, prior to that organization receiving the balance of any approved payment.

**CARRIED**

**FOR THE INFORMATION OF COMMITTEE:**

**(a) CHANGES TO THE AGENDA (Item 1)**

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

**1. ADDED DELEGATION REQUESTS**

- 4.1 Michael Cvitkovic, 2017 North American Indigenous Games Host Society

**2. ADDED NOTICE OF MOTION**

- 10.1 Personnel Overtime Payments

**(VanderBeek/Skelly)**

That the Agenda for the November 7, 2016 meeting of the Audit, Finance & Administration Committee be approved, as amended.

**CARRIED**

**(b) DECLARATIONS OF INTEREST (Item 2)**

There were none declared.

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

**(i) October 24, 2016 (Item 3.1)**

**(VanderBeek/B. Johnson)**

That the Minutes of the October 24, 2016 Audit, Finance & Administration Committee meeting be approved, as presented.

**CARRIED**

**(d) DELEGATION REQUESTS (Added Item 4)**

**(i) Michael Cvitkovic, 2017 North American Indigenous Games Host Society (Item 4.1)**

**(B. Johnson/Vanderbeek)**

That the delegation request from Michael Cvitkovic, 2017 North American Indigenous Games Host Society, to appear before the Audit, Finance & Administration Committee at a future meeting, be approved.

**CARRIED**

**(e) PUBLIC HEARINGS/DELEGATIONS (Added Item 6)**

**(i) Julie Michal and Joanne Gibbons, GALA Planning Team, Community Safety, Respecting Current Provincial Property Tax Rebate Issue (Item 6.1)**

Julie Michal, representing the GALA Planning Team, Community Safety, addressed the Committee respecting the current Provincial Property Tax Rebate Issue. Her comments included, but were not limited to, the following:

- The results of a recent survey conducted by the GALA Planning Team which focused on the GALA residents suggested the number one priority for community safety is to request the repeal of the tax rebate currently being applied to vacant commercial buildings
- Currently, Ontario property owners who have vacant buildings receive a rebate on their property tax
- This is seen by the GALA Planning Team as an incentive for neglect and speculation, therefore, removing the tax rebate would encourage stewardship and revitalization
- The City of Hamilton approved a motion in 2004 to address the taxation levels on vacant properties; the GALA Planning Committee and the Community Safety Team requested an update on those actions taken to date
- The GALA Planning Committee and Community Safety Team requested a recommitment to the original motion (2004), referenced earlier, by the end of 2016 with a report showing lost revenues over the past 10 years

**(Collins/B. Johnson)**

That the presentation provided by Julie Michal, representing the GALA Planning Team, Community Safety, respecting the current Provincial Property Tax Rebate Issue, be received.

**CARRIED**

A copy of the presentation is available through the Office of the City Clerk.

**(f) MOTIONS (Item 9)**

**(i) Personnel Overtime Payments (Item 9.1)**

**(Collins/B. Johnson)**

WHEREAS, the cost of 'overtime' has steadily increased since 2010;

WHEREAS, the departmental budgets related to 'overtime' have consistently exceeded the annual budgeted amounts;

WHEREAS, Employee related costs represent a forecast 2017 budget pressure of about \$15M (excluding Hamilton Police Service), which represents about a 2% municipal tax levy increase; and,

WHEREAS, the 2017 Budget process will require tens of millions of dollars in savings to reach the target of 1.8%.

**THEREFORE BE IT RESOLVED:**

- (a) That the Senior Leadership Team be directed to investigate the unsustainable budget increases related to overtime payments and report back to the Audit, Finance & Administration Committee with a plan of action; and,
- (b) That the plan specifically address the year-over-year budget variances and annual baseline increases, for the purposes of finding savings to assist with the 2017 budget process.

**CARRIED**

**(g) NOTICES OF MOTION (Added Item 10)**

Councillor Collins introduced the following Notice of Motion:

**(i) Personnel Overtime Payments (Item 10.1)**

WHEREAS, the cost of 'overtime' has steadily increased since 2010;

WHEREAS, the departmental budgets related to 'overtime' have consistently exceeded the annual budgeted amounts;

WHEREAS, Employee related costs represent a forecast 2017 budget pressure of about \$15M (excluding Hamilton Police Service), which represents about a 2% municipal tax levy increase; and,

WHEREAS, the 2017 Budget process will require tens of millions of dollars in savings to reach the target of 1.8%.

**THEREFORE BE IT RESOLVED:**

- (a) That the Senior Leadership Team be directed to investigate the unsustainable budget increases related to overtime payments and report back to the Audit, Finance & Administration Committee with a plan of action; and,

- (b) That the plan specifically address the year-over-year budget variances and annual baseline increases, for the purposes of finding savings to assist with the 2017 budget process.

**(Collins/B. Johnson)**

That the Rules of Order be waived to allow for the introduction of a Motion respecting Personnel Overtime Payments.

**CARRIED**

For disposition of this matter, please refer to Item (f)

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

**(i) Approved Delegation Request, Withdrawn (Item 11.1)**

**(B. Johnson/Skelly)**

That the Delegation Request, approved by the Committee at its meeting on July 6, 2016, be withdrawn.

**CARRIED**

**(i) ADJOURNMENT (Item 13)**

**(Collins/B. Johnson)**

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

**CARRIED**

Respectfully submitted,

Councillor A. Johnson,  
Chair, Audit, Finance & Administration  
Committee

Judy Sheppard  
Legislative Coordinator  
Office of the City Clerk