



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 17-013

**9:30 a.m.
October 5, 2017
Council Chambers
Hamilton City Hall**

Present: Councillors D. Skelly (Chair), A. VanderBeek (Vice-Chair),
C. Collins, L. Ferguson, A. Johnson, and M. Pearson

**Absent with
Regrets:** Councillor B. Johnson – City Business

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

**1. Tax Appeals under Sections 357 and 358 of the Municipal Act, (2001),
(FCS17003(e)) (City Wide) (Item 5.2)**

(Pearson/VanderBeek)

- (a) That Appendix “A” to Report FCS17003(e) respecting the Tax Appeals processed under Section 357 of the *Municipal Act, (2001)*, in the amount of \$149,361 be approved;
- (b) That Appendix “B” to Report FCS17003(e) 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 \$61,199 be approved.

CARRIED

**2. Treasurer's Apportionment of Land Taxes (FCS17017(a)) (Wards 11, 12 and
15) (Item 5.3)**

(VanderBeek/Pearson)

- (a) That the 2017 land taxes in the amount of \$3,606 for 69-77 Dodman Crescent, Ancaster (Roll #2518 140 380 04808) be apportioned and split amongst the five newly created parcels as set out in Appendix “A” to Report FCS17017(a);
- (b) That the 2017 land taxes in the amount of \$3,935 for 59-67 Dodman Crescent, Ancaster (Roll #2518 140 380 04809) be apportioned and split

- amongst the five newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (c) That the 2017 land taxes in the amount of \$5,433 for 51-57 Dodman Crescent, Ancaster (Roll #2518 140 380 04810) be apportioned and split amongst the four newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (d) That the 2017 land taxes in the amount of \$3,521 for 33-39 Dodman Crescent, Ancaster (Roll #2518 140 380 04812) be apportioned and split amongst the four newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (e) That the 2017 land taxes in the amount of \$3,180 for 60-66 Dodman Crescent, Ancaster (Roll #2518 140 380 04813) be apportioned and split amongst the four newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (f) That the 2017 land taxes in the amount of \$3,825 for 68-76 Dodman Crescent, Ancaster (Roll #2518 140 380 04814) be apportioned and split amongst the five newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (g) That the 2017 land taxes in the amount of \$4,593 for 34-42 Dodman Crescent, Ancaster (Roll #2518 140 380 04815) be apportioned and split amongst the five newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (h) That the 2017 land taxes in the amount of \$4,605 for 61-69 John Frederick Drive, Ancaster (Roll #2518 140 380 04816) be apportioned and split amongst the five newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (i) That the 2017 land taxes in the amount of \$6,903 for 67-79 Mcmonies Drive, Flamborough (Roll #2518 303 350 60961) be apportioned and split amongst the seven newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (j) That the 2017 land taxes in the amount of \$5,203 for 155-163 Mcmonies Drive, Flamborough (Roll #2518 303 350 60962) be apportioned and split amongst the five newly created parcels as set out in Appendix "A" to Report FCS17017(a);
 - (k) That the 2017 land taxes in the amount of \$4,749 for 147-153 Mcmonies Drive, Flamborough (Roll #2518 303 350 60963) be apportioned and split amongst the four newly created parcels as set out in Appendix "A" to Report FCS17017(a);

- (l) That the 2017 land taxes in the amount of \$4,061 for 98-102 Mcmonies Drive, Flamborough (Roll #2518 303 350 60970) be apportioned and split amongst the three newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (m) That the 2017 land taxes in the amount of \$3,751 for 104-108 Mcmonies Drive, Flamborough (Roll #2518 303 350 60971) be apportioned and split amongst the three newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (n) That the 2017 land taxes in the amount of \$3,900 for 128-132 Mcmonies Drive, Flamborough (Roll #2518 303 350 60972) be apportioned and split amongst the three newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (o) That the 2017 land taxes in the amount of \$4,061 for 134-138 Mcmonies Drive, Flamborough (Roll #2518 303 350 60973) be apportioned and split amongst the three newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (p) That the 2017 land taxes in the amount of \$6,621 for 158-170 Mcmonies Drive, Flamborough (Roll #2518 303 350 60974) be apportioned and split amongst the seven newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (q) That the 2017 land taxes in the amount of \$4,909 for 2-14 Savage Drive, Flamborough (Roll #2518 303 420 22832) be apportioned and split amongst the seven newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (r) That the 2017 land taxes in the amount of \$4,933 for 3-15 Hiscott Drive, Flamborough (Roll #2518 303 420 22833) be apportioned and split amongst the seven newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (s) That the 2017 land taxes in the amount of \$4,873 for 16-28 Hiscott Drive, Flamborough (Roll #2518 303 420 22835) be apportioned and split amongst the seven newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (t) That the 2017 builder's payment in the amount of \$68 for 16-28 Hiscott Drive, Flamborough (Roll #2518 303 420 22835) be apportioned and split amongst the four newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (u) That the 2017 land taxes in the amount of \$6,182 for 56-66 Hugill Way, Flamborough (Roll #2518 303 420 22841) be apportioned and split amongst the six newly created parcels as set out in Appendix "A" to Report FCS17017(a);

- (v) That the 2017 land taxes in the amount of \$7,612 for 2-14 Hugill Way, Flamborough (Roll #2518 303 420 22845) be apportioned and split amongst the seven newly created parcels as set out in Appendix "A" to Report FCS17017(a);
- (w) That the 2017 land taxes in the amount of \$3,500 for 365-377 Glancaster Road, Glanbrook (Roll #2518 902 110 05200) be apportioned and split amongst the eleven newly created parcels as set out in Appendix "A" to Report FCS17017(a).

CARRIED

3. Follow Up to Performance Audit Report 2015-03 Office of the City Clerk – Agenda Process (AUD17028) (City Wide) (Item 5.4)

(Pearson/A.Johnson)

That Report AUD17028, respecting the follow up of Performance Audit Report 2015-03, Office of the City Clerk – Agenda Process, be received.

CARRIED

4. Correspondence from Shekar Chandrashekar, respecting access to police services accounting records (Item 5.6)

(Ferguson/VanderBeek)

That the Correspondence from Shekar Chandrashekar, respecting access to police services accounting records, be received.

CARRIED

5. Tax and Rate Operating Budget Variance Report as at July 31, 2017 – Budget Control Policy Transfers (FCS17060(a)) (City Wide) (Item 7.1)

(Ferguson/VanderBeek)

That, in accordance with the "Budgeted Complement Control Policy", the 2017 complement transfer, transferring complement from one department / division to another with no impact on the levy, as outlined in Appendix "C" to Report FCS17060(a), be approved.

CARRIED

6. Audit Report 2017-03 CityHousing Hamilton Review - Purchasing & Payment System (AUD17024) (City Wide) (Item 8.1)

(Ferguson/Collins)

(a) That the Management Action Plans as detailed in Appendix "A" of Report AUD17024 be approved; and,

(b) That the Chief Executive Officer (CEO) of CityHousing Hamilton be directed to instruct the appropriate staff to have the Management Action Plans (attached as Appendix "A" to Report AUD17024) be implemented.

CARRIED

7. Follow Up to Audit Report 2015-06 Public Health Services – Encryption Audit (AUD17027) (City Wide) (Item 8.2)

(Pearson/A.Johnson)

- (a) That Report AUD17027, respecting the follow up of Audit Report 2015-06, Public Health Services – Encryption Audit, be received; and
- (b) That the Appendix “A” to Report AUD17027, respecting Audit Report 2015-06, Public Health Services – Encryption Audit, remain confidential and restricted from public disclosure.

CARRIED

8. Development Charges Demolition Credit, Request for Extension, McMaster Innovation Park, 175 Longwood Road South (FCS10051(b)) (City Wide) (Outstanding Business List Item) (Item 8.3)

(A. Johnson/Ferguson)

- (a) That the request to extend the City Development Charges (DC) demolition credits (394,483.55 square feet) for McMaster Innovation Park (175 Longwood Road South) be denied;
- (b) That the subject matter respecting “Development Charges Credit, Request for Extension, McMaster Innovation Park (175 Longwood Road South)” be identified as complete and removed from the Audit, Finance and Administration Committee Outstanding Business List.

CARRIED

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

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

1. ADDED NOTICE OF MOTION (Item 10.1)

- 10.1 Amending Ward Office Budgets with Respect to the Population Factor

(Pearson/A.Johnson)

That the agenda for the October 5, 2017 Audit, Finance and Administration Committee meeting be approved, as amended.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

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

(i) September 11, 2017 (Item 3.1)

(A.Johnson/Pearson)

That the Minutes of the September 11 2017 meeting of the Audit, Finance and Administration Committee be approved, as presented.

CARRIED

(d) DELEGATION REQUESTS (Item 4)

(i) Jason Quehl, respecting an exception and consideration of changing the rules for the water forgiveness policy (for a future meeting) (Item 4.1)

(Ferguson/A. Johnson)

That the delegation request submitted by Jason Quehl, respecting an exception and consideration of changing the rules for the water forgiveness policy, be approved for a future meeting.

CARRIED

(e) CONSENT ITEMS (Item 5)

(i) Hamilton Aboriginal Advisory Committee – January 16, 2017 (Item 5.1(a))

(VanderBeek/Pearson)

That the minutes of the January 16, 2017 Hamilton Aboriginal Advisory Committee, be received.

CARRIED

(ii) Committee Against Racism – November 22, 2016 (Item 5.1(b))

(VanderBeek/Pearson)

That the minutes of the November 22, 2016 Committee Against Racism, be received.

CARRIED

(iii) Lesbian, Gay, Bisexual, Transgender and Queer Committee – December 8, 2016 (Item 5.1(c))

(VanderBeek/Pearson)

That the minutes of the December 8, 2016 Lesbian, Gay, Bisexual, Transgender and Queer Committee, be received.

CARRIED

**(iv) Hamilton Mundialization Advisory Committee – February 15, 2017
(Item 5.1(d))**

(VanderBeek/Pearson)

That the minutes of the February 15, 2017 Hamilton Mundialization Advisory Committee, be received.

CARRIED

(f) Student Accommodation Benefit Factor - Ward Budgets (FCS17089) (City Wide) (Outstanding Business List Item) (Item 5.5)

(Ferguson/Pearson)

That report FCS17089, respecting Student Accommodation Benefit Factor – Ward Budgets, be referred back to staff to develop a calculation for student adjustments in Wards affected by post-secondary institutions, considering some full-time attendees live in particular Wards and some are transient, and that staff report back to the next Audit, Finance and Administration meeting.

CARRIED

(g) Paul & Susan Roth, respecting tax relief for 164 King St. East, Hamilton (approved at the July 12, 2017 meeting) (Item 6.1)

Paul & Susan Roth addressed Committee and requested tax relief for 164 King St. East, Hamilton.

(Pearson/VanderBeek)

That the delegation be received.

CARRIED

(h) PRESENTATIONS (Item 7)

(i) Tax and Rate Operating Budget Variance Report as at July 31, 2017 – Budget Control Policy Transfers (FCS17060(a)) (City Wide) (Item 7.1)

Mike Zegarac, General Manager of Finance and Corporate Services, addressed Committee and provided a PowerPoint presentation respecting Tax and Rate Operating Budget Variance Report as at July 31, 2017 – Budget Control Policy Transfers.

(Pearson/A.Johnson)

That the presentation, Tax and Rate Operating Budget Variance Report as at July 31, 2017 – Budget Control Policy Transfers, be received.

CARRIED

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

For disposition of this matter please refer to Item 5.

(i) NOTICES OF MOTION (Item 10)

Amending Ward Office Budgets with Respect to the Population Factor (Item 10.1)

Councillor A. Johnson withdrew his notice of motion, respecting Amending Ward Office Budgets with Respect to the Population Factor.

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

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

(Ferguson/Pearson)

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

- (a) Item requiring a new due date:

Item "M" – Splash Pad Costs
Due: Third Quarter, 2017
New due date: November 6, 2017

CARRIED

(k) PRIVATE AND CONFIDENTIAL (Item 12)

(i) Closed Session Minutes – September 11, 2017 (Item 12.1)

(Pearson/Collins)

- (a) That the Closed Session Minutes of the September 11, 2017 Audit, Finance and Administration meeting, be approved as presented; and,
- (b) That the Closed Session Minutes of the September 11 2017 Audit, Finance and Administration meeting, remain confidential.

CARRIED

(l) ADJOURNMENT (Item 13)

(Ferguson/Pearson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 11:57 a.m.

CARRIED

Respectfully submitted,

Councillor Donna Skelly
Chair, Audit, Finance and
Administration Committee

Kirsten Stevenson
Legislative Co-ordinator
Office of the City Clerk