



Hamilton

MINUTES

OPEN FOR BUSINESS SUB-COMMITTEE

Wednesday, May 23, 2012

2:00 p.m.

Room 264

Hamilton City Hall, 2nd Floor
71 Main Street West

-
- Present:** Councillor R. Powers, Chair
Councillor T. Whitehead, Vice-Chair
Councillors C. Collins, L. Ferguson, R. Pasuta and M. Pearson
- Also Present:** T. McCabe, General Manager, Planning & Economic Development
C. Phillips, Senior Advisor, Planning Department
M. Hazell, Senior Director, Parking & By-law Services
T. Sergi, Senior Director, Growth Management
J. Caetano, Acting Director of Building Services
P. Mallard, Director, Planning
G. Norman, Manager, Engineering Design & Construction
D. Spence, Communications Officer
D. Ortiz, Manager, Building, Engineering and Zoning
N. Shleehahn, Manager, Business Development
G. Norton, Manager, Urban Renewal
K. d'Andrade, Co-ordinator, Business Facilitation
K. Huigenbos, Co-ordinator, Small Business Enterprise Centre
S. Paparella, Legislative Coordinator, Office of the City Clerk

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

There were no changes to the agenda.

(Pearson/Pasuta)

That the agenda for the May 23, 2012 meeting of the Open for Business Sub-Committee be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

(c) ADOPTION OF PREVIOUS MINUTES (Item 3)

3.1 April 25, 2012

(Pearson/Whitehead)

That the minutes of the April 25, 2012 meeting of the Open for Business Sub-committee be approved, as presented.

CARRIED

(d) Policy for Response Timelines (Item 5.1)

(Whitehead/Pearson)

- (a) That the Memorandum from the General Manager of Planning and Economic Development, respecting the Provision of Consistent Response Turn Around for Customer Enquiries, be supported and immediately implemented within the Planning and Economic Development Department;
- (b) That the Policy for Response Timelines be forwarded to the City Manager for consideration by the Senior Management Team for Corporate wide implementation;
- (c) That the Item respecting Policy for Response Timelines be considered complete and removed from the Open for Business Sub-Committee's outstanding business list.

CARRIED

(e) List of Professional Services for Referral (Item 5.2)

The issues raised included, but were not limited to, the following:

- The current list does not include all professionals that have done business with the City.
- Some vendors on the list may be/have been problematic or workmanship has not been satisfactory.
- Is there any liability to the City when referring a vendor or providing the list.

(Ferguson/Pearson)

That the issues raised by the Open for Business Sub-committee, respecting the provision of a referral list of professional services, be referred back to staff for further review and legal consultation, for a report back to the Open for Business Sub-Committee.

CARRIED

(f) Licence Application Management (Item 6.1)

(Pearson/Pasuta)

That the Licence Application Management information memo, be received.

CARRIED

(g) Non-Existent Property Records and Proving Non-Conforming Status (Item 6.2)

The issues raised included, but were not limited to, the following:

- What specifically was being asked of the design professionals?
- A time period needs to be determined (at or before amalgamation).
- Can declarations/affidavits be accepted respecting the history of a building/property in the absence of official records?

(Pearson/Pasuta)

- (a) That the draft report, respecting the Non-Existent Property Records and Proving Non-Conforming Status, be supported in principal.
- (b) That the draft report, respecting the Non-Existent Property Records and Proving Non-Conforming Status be referred back to staff to make the required amendments, for a report back to the Open for Business Sub-Committee.

CARRIED

(h) Status Update on Public Consultation Process (Item 6.3)

- Staff was directed to advise the interested external parties that June 8, 2012 would be the deadline for receipt of final written submissions, respecting suggestions on how to improve Hamilton's business environment, to allow staff time to prepare the analysis for the July Open for Business Sub-committee meeting. Only written submissions will be considered.

Chris Phillips addressed the Committee. Mr. Phillip's comments included, but were not limited to, the following:

- A sample of the format being proposed for use in compiling the different comments was provided to the Committee.
- We are trying to list items by issue – it is the format that was used during the Official Plan consultation.
- Staff are planning on bringing back the information to the July meeting.
- Staff was directed to develop a report card illustrating the critical items, from the beginning to present, and to provide an interim report to Council in June.

(Ferguson/Whitehead)

That the verbal update, respecting the public consultation process, be received.

CARRIED

(i) Amendments to the Outstanding Business List

(Pearson/Pasuta)

That the following items be considered complete and removed from the Open for Business Sub-committee's outstanding business list:

- (i) Item "1" – Licence Application Management; and,
- (ii) Item "8" – Policy for Response Timelines.

CARRIED

(j) ADJOURNMENT (Item 7)

(Pearson/Ferguson)

That, there being no further business, the meeting be adjourned at 3:17 p.m.

CARRIED

Respectfully submitted,

Councillor R. Powers, Chair
Open for Business Sub-Committee

Stephanie Paparella
Legislative Coordinator
May 23, 2012