



AUDIT, FINANCE & ADMINISTRATION COMMITTEE REPORT 13-008

9:30 a.m.

Wednesday, August 14, 2013

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors M. Pearson (Chair), R. Powers (Vice Chair),
B. Clark, B. Johnson

**Absent with
Regrets:** Councillor B. Morelli – Sick Leave

THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE PRESENTS REPORT 13-008 AND RESPECTFULLY RECOMMENDS:

1. Treasurer's Apportionment of Land Taxes (FCS13001(d)) (Ward 14) (Item 5.2)

- (a) That the 2013 land taxes in the amount of \$6,257 for 401 Lynden Road, Ancaster (Roll #2518 140 210 28000 0000) be apportioned and split amongst the two newly created parcels, as set out in Appendix "A" to Report 13-008.
- (b) That the 2013 land taxes in the amount of \$3,399 for 117 Rockcliffe Road, Flamborough (Roll #2518 303 330 31800 0000) be apportioned and split amongst the two newly created parcels, as set out in Appendix "A" to Report 13-008.

2. Freedom of Information Quarterly Report (April 1 to June 30, 2013) (CL13001(a)) (City Wide) (Item 5.3)

That Report CL13001(a), respecting the Freedom of Information Quarterly Report (April 1 to June 30, 2013), be received.

3. Tax Appeals Under Sections 357 and 358 of the *Municipal Act, 2001* (FCS13027(c) (City Wide) (Item 5.4)

- (a) That Appendix “B” attached to Report 13-008, respecting the “Tax Appeals processed under Section 357 of the Municipal Act, 2001”, in the amount of \$491,541, be approved;
- (b) That Appendix “C” attached to Report 13-008, 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 \$13,711, be approved.

4. Citizen Committee for Wireless Mesh Network (FCS13049) (City Wide) (item 5.5)

That Report FCS13049, respecting a Citizen Committee for Wireless Mesh Network, be received.

5. Monthly Status Report of Tenders and Requests for Proposals for June 1, 2013 to July 5, 2013 (FCS13016(e)) (City Wide) (Item 5.6)

That Report FCS13016(e), respecting the Monthly Status Report of Tenders and Requests for Proposals for June 1, 2013 to July 5, 2013, be received.

6. Negotiation of Agreement with Manulife Financial, Insurance Provider for City of Hamilton (HUR13010) (City Wide) (Item 8.1)

That the Executive Director of Human Resources and the General Manager of Finance and Corporate Services, or their designates, be authorized to negotiate a 3 year agreement with Manulife Financial (in a form satisfactory to the City Solicitor) for the provision of Extended Health and Dental Insurance, Group Life Insurance, and Long-Term Disability (LTD) Services, effective September 1, 2014, with the provision of cancellation on thirty-one days’ notice.

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

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

- (i) Added as Item 4.1 – Delegation Request from Kim and Kevin Wong, respecting Hamilton Hydro Fixed Fees for 409 and 411 King Street East, Hamilton, ON
- (ii) 11.1 Amendments to the Outstanding Business List:
 - (a) Change to the following due date:
 - (i) Item “L” – Debt Policy for the City of Hamilton
Current Due Date: September 9, 2013
Proposed New Due Date: October 8, 2013

The agenda for the August 14, 2013 Audit, Finance & Administration Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

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

(i) July 10, 2013 (Item 3.1)

The Minutes of the July 10, 2013 meeting of the Audit, Finance and Administration Committee were approved, as presented.

(d) DELEGATION REQUESTS (Item 4)

4.1 Kim and Kevin Wong, respecting Hamilton Hydro Fixed Fees for 409 and 411 King Street East, Hamilton, ON

The delegation request, submitted by Kim and Kevin Wong, respecting Hamilton Hydro Fixed Fees for 409 and 411 King Street East, Hamilton, ON, was approved.

(e) Minutes of Various Advisory Committees (Items 5.1(a) to 5.1(j))

That the following Advisory Committee Minutes were received:

- (i) Immigrant & Refugee Advisory Committee, March 14, 2013 (Item 5.1(a))

- (ii) Aboriginal Advisory Committee, April 4, 2013 (Item 5.1(b))
- (iii) Hamilton Mundialization Committee, April 17, 2013 (Item 5.1(c))
- (iv) LGBTQ Advisory Committee, April 18, 2013 (Item 5.1(d))
- (v) Committee Against Racism, April 23, 2013 (Item 5.1(e))
- (vi) Status of Women Committee, April 25, 2013 (Item 5.1(f))
- (vii) Immigrant & Refugee Advisory Committee, May 9, 2013 (Item 5.1(g))
- (viii) Aboriginal Advisory Committee, May 9, 2013 (Item 5.1(h))
- (ix) Hamilton Mundialization Committee, May 15, 2013 (Item 5.1(i))
- (x) Committee Against Racism, May 28, 2013 (Item 5.1(j))

(f) DELEGATIONS (Item 6)

(i) Frank Sondola, respecting an Appeal for a Flat Rate Water Assessment for 118 Steven Street, Hamilton, ON (Item 6.1)

Mr. Sondola was not in attendance when called. Therefore, the Chair deferred the matter to the end of the agenda, in case Mr. Sondola arrived later in the meeting.

Mr. Sondola was not in attendance at the meeting. Mr. Sondola was advised (on July 10th) that should he not be in attendance at the August 14th AF&A meeting, his request will have to be resubmitted, should he still wish to appear before Committee.

(ii) Larry Pomerantz respecting the Handling of a Freedom of Information Request (Item 6.2)

Mr. Pomerantz addressed Committee, respecting the Handling of his Freedom of Information Request. Mr. Pomerantz's comments included, but were not limited to, the following:

- Mr. Pomerantz provided a handout (Action Request Form), dated June 4, 2008 and enquired as to the accuracy of its contents.

- Mr. Pomerantz provided an outline of his experience respecting an FOI request; confirming that the matter is currently before Ontario's Information and Privacy Commissioner (IPC).

The presentation by Larry Pomerantz, respecting the Handling of a Freedom of Information Request, was received.

(g) MOTIONS (Item 9)

(i) Retention of Live Streamed Recordings (Item 9.1)

That staff be directed to review the feasibility of amending the City of Hamilton Retention Periods for Records By-law 11-040 to include the permanent retention of all Council and Standing Committee live-streamed recordings and report to the Audit, Finance & Administration Committee.

(ii) Timelines for the Retention of E-mails (Item 9.2)

That staff be directed to report to the Audit, Finance & Administration regarding the feasibility and criteria for the retention of e-mails related to City business.

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

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

(a) The following Item was considered complete and removed from the Audit, Finance & Administration Committee's Outstanding Business List:

- (i) Feasibility of a Citizen Committee to Build a Mesh (Wireless) Network (Item 5.5 on this agenda.)

(b) The following proposed new due date was approved:

- (i) Item "L" – Debt Policy for the City of Hamilton
Current Due Date: September 9, 2013
Proposed New Due Date: October 8, 2013

(i) ADJOURNMENT (Item 13)

There being no further business, the Audit, Finance & Administration Committee, adjourned at 10:06 a.m.

Respectfully submitted,

Councillor M. Pearson, Chair
Audit, Finance & Administration Committee

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk