



**VISION:** We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.  
**MISSION:** To provide effective operations of the city through collaboration of members, management and staff.

City Hall, Hamilton  
Finance Committee  
24 January 2019  
10.00am

**Present:** Councillor Dennis Tucker, JP (Chair)  
Rt. Wor. Charles Gosling, JP  
Councillor John Harvey, MBE, JP  
Councillor Lawrence Scott, JP

**In Attendance:** Tanya Iris - Acting Secretary/Treasurer  
Siobhan Fubler - Deputy Treasurer

**Apologies:** Patrick Cooper - City Engineer  
Lindell Foster - HR Manager

---

**1. Confirmation of Notice:**

The Acting Secretary confirmed that the appropriate notices of the meeting and agenda were duly given according to the meeting guide.

**2. Role of the Chairman:**

Councillor Dennis Tucker confirmed his role as the Chairman.

**3. Open Meeting:**

The Chairman called the meeting to order at 10:02 am.

**4. Apologies:**

The Acting Secretary confirmed that apologies had been received from Patrick Cooper, City Engineer and Lindell Foster, HR Manager.

**5. Public Participation/Presentation:**

There was no public participation/presentation.

**6. Correspondence:**

There was no correspondence to review.

**7. Minutes of Previous Finance Committee Meeting dated 13 December 2018:**

**Proposed:** Councillor L. Scott      **Seconded:** Councillor J. Harvey

The Minutes of the meeting were accepted as read.

**8. Matters arising from the Previous Finance Committee Meeting dated 13 December 2018:**

(i) Write a letter to Nathan Kowalski accepting his resignation, thanking him for his input over many years and hoping that he would continue to be available to COH should the need arise. **(Acting Secretary)** Action item had not been completed.

(ii) Write a letter to the Traffic Court, signed by the Mayor, to suggest the Court would consider a dedicated Magistrate for the COH periodically to keep the amount of outstanding parking ticket revenue to a minimum. **(Acting Secretary)** The Deputy Treasurer said that this issue needed further investigation on all aspects. The Acting Secretary said that the COH was limited by what the Government allows the COH to do and there were a lot of issues with the system. Previously, vehicles which had been clamped were entered into the Government system and payments of all clamping tickets were paid out to the COH instantly and automatically. The Mayor suggested an IT company be found which would update the COH's system to allow parking tickets to be treated in the same way. The Deputy Treasurer said that if the COH had an independent system, it should be tied in to the Transport Control Department for vehicle information as well as the Government's system. The Chairman said that a position paper should be written outlining the current procedure and a proposed new procedure to speed up the process. Action item had not been completed.

**9. Status Updates:**

**Financial Report – November 2018:** The Chairman said that the financial position was good overall. He said the administration and other expenses should be checked. The Deputy Treasurer said the Auditor had suggested items which could be written off.

Councillor Harvey said that the car parks at King Street and Cavendish were due to have barriers installed. The Mayor said that there should be an RFP done as soon as possible for this work and perhaps the new Assistant City Engineer (Designate) could undertake this task.

The Chairman said that overages and underages should be highlighted for Projects for 2019. The Deputy Treasurer said that new codes will be introduced for 2019 for new projects. The Chairman suggested that the Deputy Treasurer and the Engineering Department meet regularly to discuss financial issues pertaining to each project. The object of the meetings would be to ensure clarity and that nothing would be overlooked.

**10. Recommendations Approved by the Minister:**

There were no Recommendations approved by the Minister.

**11. Recommendations for Review:**

There were no Recommendations for review.

**12. Any Other Business:**

(i) 2019 City of Hamilton Survey Proposal - Total Research Associates Limited. The Chairman supported the proposal. The Mayor commented that the Committee should be given the opportunity to consider the questions to be asked before the survey is taken.

**RECOMMENDATION:** That the Board approve the Total Research Associates Limited proposal to carry out a Residential Satisfaction Survey.

**Proposed:** Councillor J. Harvey  
**Unanimous**

**Seconded:** Councillor L. Scott

**13. Motion to Move to a Restricted Session**

**Proposed:** Councillor L. Scott

**Seconded:** Councillor J. Harvey

The Public Session closed at 10.40 am.