



**AUDIT, FINANCE AND ADMINISTRATION COMMITTEE
REPORT 20-001
AS AMENDED BY COUNCIL ON NOVEMBER 26, 2020**

**9:30 a.m.
January 16, 2020
Council Chambers
Hamilton City Hall**

Present: Councillors M. Wilson (Chair), C. Collins, B. Clark, M. Pearson, B. Johnson, L. Ferguson, A. VanderBeek and J. Partridge

THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 20-001 AND RESPECTFULLY RECOMMENDS:

1. Fraud, Waste, and Whistleblower Update - Q3 2019 (AUD20001) (City Wide) (Item 7.2)

That Report AUD20001, respecting the Fraud, Waste, and Whistleblower Update - Q3 2019, be received.

2. 2020 Temporary Borrowing and Interim Tax Levy By-laws (FCS20003) (City Wide) (Item 7.3)

- (a) That Appendix "A" attached to Report FCS20003, "By-law to Authorize the Temporary Borrowing of Monies to Meet Current Expenditures Pending Receipt of Current Revenues for 2020", be passed; and,
- (b) That Appendix "B" attached to Report FCS20003, "By-law to Authorize an Interim Tax Levy for 2020", be passed.

3. Education Development Charge Update (FCS20010) (City Wide) (Item 7.4)

That Report FCS20010, respecting the Education Development Charge Update, be received.

4. Agreement respecting the Continued Supply of Raw Water to 690 Strathearne Avenue North, Hamilton - Deadline Extension (Added Item 11.1)

- (a) That the deadline for reaching an agreement respecting the continued supply of raw water to 690 Strathearne Avenue North, Hamilton be extended from January 15, 2020 to February 7, 2020; and,

- (b) That, in the event an agreement has not been reached, the deadline for cutting off the water supply to 690 Strathearne Avenue North, Hamilton, be extended from February 1, 2020 to February 28, 2020.

**5. HMRF/HWRF Pension Administration Sub-Committee Report 19-001 -
December 10, 2019 (Item 10.1)**

**(a) HMRF/HWRF/HSR Pension Plan Possible Transfer to OMERS
(FCS18093(a)) (City Wide) (Item 10.1)**

That Report FCS18093(a) respecting the HMRF/HWRF/HSR Pension Plan Possible Transfer to OMERS, be received.

**(b) Master Trust Pension Investment Performance Report as at
December 31, 2018 (FCS18091(a)) (City Wide) (Item 10.2)**

That Report FCS18091(a) respecting the Master Trust Pension Investment Performance Report as at December 31, 2018, be received.

**(c) Master Trust Pension Investment Performance Report as at June 30,
2019 (FCS19075) (City Wide) (Item 10.3)**

That Report FCS19075 respecting the Master Trust Pension Investment Performance Report as at June 30, 2019, be received.

**(d) 2019 Master Trust Pension Statement of Investment Policies and
Procedures (FCS19073) (City Wide) (Item 10.4)**

- (i) That Appendix "A" to Report 20-001, respecting the 2019 City of Hamilton Defined Benefit Pension Plans Master Trust Statement of Investment Policies and Procedures be approved and replace the previous 2018 City of Hamilton Defined Benefit Pension Plans Master Trust Statement of Investment Policies and Procedures contained in Report FCS18090 and approved by Council on January 23, 2019; and

- (ii) That Appendix "A" to HMRF/HWRF Pension Administration Sub-Committee Report 19-001, respecting the 2019 City of Hamilton Defined Benefit Pension Plans Master Trust Statement of Investment Policies and Procedures be forwarded to the Hamilton Street Railway Pension Advisory Committee for their information.

6. 2019 City of Hamilton External Audit Plan (FCS20004) (City Wide) (Item 10.2)

That Report FCS20004, respecting the 2019 City of Hamilton External Audit Plan, be received.

The following item was amended as follows:

7. Use of External Services for Tax Assessment & Appeals (FCS20005) (City Wide) (Item 10.3)

(Wilson/Merulla)

WHEREAS, a staff report identifying the level of City involvement in Assessment Appeals will be presented to the Audit, Finance and Administration Committee on December 10, 2020;

WHEREAS, due to workloads and other priorities as a result of COVID-19, the modified Request for Proposals for consultancy firms specializing in Tax Assessment and Appeals will not be finalized until late 2020/early 2021; and

WHEREAS, no consulting costs were incurred in 2020.

THEREFORE, BE IT RESOLVED:

That sub-sections (c) and (d) to Item 7 of the Audit, Finance and Administration Committee Report 20-001, respecting Use of External Services for Tax Assessment & Appeals (FCS20005) (City Wide), which was approved by Council on January 22, 2020, be **amended** to amend the dates, as follows:

- (c) That staff report back on actual consulting costs incurred in ~~2020~~ **2021**, to determine if a sustainable funding source is required for ~~2024~~ **2022** and future; and,
- (d) That the consulting costs incurred in ~~2020~~ **2021** be funded from the Tax Stabilization Reserve. (Account number 110046).

Main Motion, as amended, as follows:

- (a) That staff be directed to proceed with a modified Request for Proposals, in adherence to By-law 17-064, Procurement Policy #5.4, for consultancy firms specializing in Tax Assessment and Appeals;
- (b) That the General Manager of Corporate Services or designate be authorized to negotiate and execute all agreements and any ancillary documents required in a form satisfactory to the City of Hamilton (City);
- (c) That staff report back on actual consulting costs incurred in ~~2020~~ **2021**, to determine if a sustainable funding source is required for ~~2024~~ **2022** and future; and,
- (d) That the consulting costs incurred in ~~2020~~ **2021** be funded from the Tax Stabilization Reserve. (Account number 110046).

8. Citizen Committee Report - Hamilton Aboriginal Advisory Committee - Updated Terms of Reference (Item 10.4)

That the Hamilton Aboriginal Advisory Committee's Terms of Reference be updated to reflect the Committee's voting and non-voting members.

9. 2020 Grant Advances – City Enrichment Fund (GRA20001) (City Wide) (Item 10.5)

- (a) That effective January 1, 2020, an advance of funds be provided to the organizations specified in the attached Appendix "B" to Report 20-001; and,
- (b) That any outstanding arrears due to the City of Hamilton by the organizations (as shown in the attached Appendix "A" to Report GRA20001) 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.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

6. DELEGATION REQUESTS (Item 6)

- 6.2 Tom Hunter, CEO of CityHousing Hamilton, respecting a request for abatement for a water leak at 25 Towercrest Dr (For a future meeting)
- 6.3 Rosemary Fisher and Bart Sarsh, ArcelorMittal Long Product Canada (AMLPC), respecting the raw water supply agreement, and seeking an extension of 1 month on the deadlines for finalizing the contract (For today's meeting)

7. CONSENT ITEMS (Item 7) - WITHDRAWN

- 7.1(m) Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee - April 30, 2019
- 7.1(n) Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee - June 25, 2019
- 7.1(o) Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee - August 20, 2019
- 7.1(p) Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee - August 27, 2019

7.1(q) Lesbian, Gay, Bisexual, Transgender and Queer Advisory
Committee - September 17, 2019

7.1(r) Lesbian, Gay, Bisexual, Transgender and Queer Advisory
Committee - October 15, 2019

The agenda for the January 16, 2020 Audit, Finance and Administration
Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) December 5, 2019 (Item 4.1)

The Minutes of the December 5, 2019 meeting of the Audit, Finance and
Administration Committee were approved, as presented.

(d) DELEGATION REQUESTS (Item 6)

(i) The following delegations requests were approved for a future meeting:

(1) Fardad Chadorshabchi, respecting water billing charges (Item 6.1)

(2) Tom Hunter, CEO of CityHousing Hamilton, respecting a request
for abatement for a water leak at 25 Towercrest Drive (Added Item
6.2)

**(ii) Rosemary Fisher and Bart Sarsh, ArcelorMittal Long Product Canada
(AMLPC), respecting the raw water supply agreement, and seeking
an extension of 1 month on the deadlines for finalizing the contract
(For today's meeting) (Added Item 6.3)**

The Delegation Request from Rosemary Fisher and Bart Sarsh,
ArcelorMittal Long Product Canada (AMLPC), respecting the raw water
supply agreement, and seeking an extension of 1 month on the deadlines
for finalizing the contract was approved for today's meeting.

(e) CONSENT ITEMS (Item 7)

The following Volunteer Advisory Committee Minutes, were received:

(i) Committee Against Racism - September 24, 2019 (Item 7.1(a))

(ii) Committee Against Racism - October 22, 2019 (Item 7.1(b))

- (iii) Committee Against Racism - November 12, 2019 (Item 7.1(c))
- (iv) Hamilton Aboriginal Advisory Committee - September 5, 2019 (Item 7.1(d))
- (v) Hamilton Aboriginal Advisory Committee - October 3, 2019 (Item 7.1(e))
- (vi) Hamilton Aboriginal Advisory Committee - December 5, 2019 (Item 7.1(f))
- (vii) Hamilton Mundialization Committee - April 17, 2019 (Item 7.1(g))
- (viii) Hamilton Mundialization Committee - June 19, 2019 (Item 7.1(h))
- (ix) Hamilton Mundialization Committee - September 18, 2019 (Item 7.1(i))
- (x) Hamilton Mundialization Committee - October 16, 2019 (Item 7.1(j))
- (xi) Hamilton Mundialization Committee - November 5, 2019 (Item 7.1(k))
- (xii) Hamilton Status of Women Committee - November 28, 2019 (Item 7.1(l))

(f) PUBLIC HEARINGS / DELEGATIONS (Item 8)

- (i) Rosemary Fisher and Bart Sarsh, ArcelorMittal Long Product Canada (AMLPC), respecting the raw water supply agreement, and seeking an extension of 1 month on the deadlines for finalizing the contract (Added Item 8.1)**

Rosemary Fisher and Bart Sarsh, ArcelorMittal Long Product Canada (AMLPC), addressed the Committee respecting the raw water supply agreement, and seeking an extension of 1 month on the deadlines for finalizing the contract, with the aid of a handout.

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

The Delegation from Rosemary Fisher, ArcelorMittal Long Product Canada (AMLPC), respecting the raw water supply agreement, and seeking an extension of 1 month on the deadlines for finalizing the contract, was received.

For further disposition of this matter, refer to Item 4.

(g) PRIVATE AND CONFIDENTIAL (Item 14)

- (ii) December 5, 2019 – Closed Session Minutes (Item 14.1)**

- (a) The Closed Session Minutes of the December 5, 2019 Audit, Finance and Administration Committee meeting, were approved as presented; and,

- (b) The Closed Session Minutes of the December 5, 2019 Audit, Finance and Administration Committee meeting will remain confidential.

(h) ADJOURNMENT (Item 15)

There being no further business, the Audit, Finance and Administration Committee adjourned at 10:15 a.m.

Respectfully submitted,

Councillor Wilson, Chair
Audit, Finance and Administration
Committee

Loren Kolar
Legislative Coordinator
Office of the City Clerk