



AUDIT, FINANCE & ADMINISTRATION COMMITTEE MINUTES 15-001

9:30 am

Monday, January 19, 2015

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors M. Pearson (Chair), A. Johnson (Vice-Chair), B. Johnson, A. VanderBeek, C. Collins, L. Ferguson, R. Pasuta

THE FOLLOWING ITEMS WERE REPORTED TO COUNCIL FOR CONSIDERATION:

- 1. 2014 OMERS Proposed Plan Changes Considered by Sponsors Corporation (FCS15004) (City Wide) (Item 5.1)**

(Ferguson/B. Johnson)

That Report FCS15004, 2014 OMERS Proposed Plan Changes Considered by Sponsors Corporation, be received.

CARRIED

- 2. Capital Projects' Status as of September 30, 2014 (FCS14060(a)) (City Wide) (Item 5.2)**

(Ferguson/B. Johnson)

That Report FCS14060(a), Capital Projects' Status as of September 30, 2014, be received.

CARRIED

- 3. Employee Attendance Report Q1 to Q3 2014 (HUR15001) (Item 5.3)**

(A. Johnson/Ferguson)

That Report HUR15001, Employee Attendance Report Q1 to Q3 2014, be received.

CARRIED

**4. 2015 Advance Payments to External Boards and Agencies (FCS15007)
(City Wide) (Item 8.1)**

(B. Johnson/Pasuta)

- (a) That, effective January 1, 2015, an advancement of funds be provided to the external Boards and Agencies in the specified amount and on the specific dates as shown on the attached Appendix "A" to Report FCS15007;
- (b) That any outstanding arrears due to the City of Hamilton by any external Board or Agency (as shown on the attached Appendix "A" to Report FCS15007) be first applied against the approved grant funding, including advances, until the debt is satisfied, prior to that Agency or Board receiving the balance of any approved payment.
- (c) That staff be authorized to make advance payments each year in accordance with the schedule, outlined in Appendix "A" to Report FCS15007, based on the Council approved budget amounts for the previous year; provided that, any outstanding arrears due to the City of Hamilton be first off-set against the advance payment until the debt is fully satisfied, prior to that entity receiving any advance payment.

CARRIED

**5. Custody Services - Authorization to Negotiate (FCS15006) (City Wide)
(Item 8.2)**

(B. Johnson/VanderBeek)

That the General Manager of Finance and Corporate Services, or designate, be authorized and directed to negotiate a five year contract with an option to renew for an additional five year period with Royal Bank of Canada Investor & Treasury Services (RBCITS) at the current or better pricing rate structure for Custody Services.

CARRIED

**6. 2015 Interim Tax Levy and Temporary Borrowing By-Laws (FCS15008)
(City Wide) (Item 8.3)**

(A. Johnson/Collins)

- (a) That Appendix A attached to report FCS15008 "By-law to Authorize the temporary borrowing of monies to Meet Current Expenditures Pending Receipt of Current Revenues for 2015" be passed;

- (b) That Appendix B attached to report FCS15008 "By-law to Authorize an Interim Tax Levy for 2015" be passed.

CARRIED

7. HMRF/HWRF Pension Administration Sub-Committee Report 14-001 (Item 8.4)

(Ferguson/A. Johnson)

(i) Selection of Committee Chair and Vice-Chairs

- (aa) That Councillor M. Pearson be appointed Chair for the 2014-2018 term of Council;
- (bb) That D. Skarratt be appointed the HMRF Vice-Chair for the for the 2014-2018 term of Council;
- (cc) That J. Garchinski be appointed the HWRF Vice-Chair for the 2014-2018 term of Council;

(ii) Master Trust Pension Investment Performance, December 31, 2013 (FCS13083(a)) (City Wide)

That Report FCS13083(a) respecting the Master Trust Pension Investment Performance, December 31, 2013, be received.

(iii) Master Trust Pension Investment Performance, June 30, 2014 (FCS14070) (City Wide)

That Report FCS14070 respecting the Master Trust Pension Investment Performance, June 30, 2014, be received.

(iv) Actuarial Valuation for Hamilton Wentworth Retirement Fund as at December 31, 2013 (FCS14081) (City Wide)

That the December 31, 2013 actuarial valuation for the Hamilton Wentworth Retirement (HWRF), attached as Appendix "B" to Report FCS14081, be received.

(v) 2014 Master Trust Pension Statement of Investment Policies and Procedures (FCS14080) (City Wide)

- (aa) That the 2012 Master Trust Statement of Investment Policies and Procedures be deleted and replaced with the 2014 Master Trust Statement of Investment Policies and Procedures

attached as Appendix "A" to HMRF/HWRF Pension Administration Sub-Committee Report 14-001;

- (bb) That the 2014 Master Trust Statement of Investment Policies and Procedures be forwarded to the Hamilton Street Railway Pension Advisory Committee for information.

CARRIED

8. Audit Services Charter (AUD15006) (City Wide) (Item 8.5)

(Collins/VanderBeek)

That Appendix "A" of report AUD15006 respecting the Audit Services Charter, be approved.

CARRIED

9. Annual Follow Up of Outstanding Audit Recommendations (AUD15002) (City Wide) (Item 8.6)

(Collins/VanderBeek)

That Report AUD15002, respecting the 2014 Annual Follow Up of Outstanding Audit Recommendations, be received.

CARRIED

10. 2015 Internal Audit Work Plan (AUD15008) (City Wide) (Item 8.7)

(Ferguson/Collins)

That Appendix "A" attached to Report AUD15008 respecting the 2015 Internal Audit Work Plan, be approved.

CARRIED

11. Report 2014-15 - Review of Hamilton Police Service (HPS) Issues Identified by Mr. Chandrashekar (AUD15001) (City Wide) (Item 8.8)

(Ferguson/A. Johnson)

- (a) That Report AUD15001, respecting Report 2014-15 Review of Hamilton Polices Service (HPS) Issues Identified by Mr. Chandrashekar be received *and forwarded to the Police Services Board*;

- (b) That Report 2014-15 (attached as Appendix "A" to Report AUD15001) be referred to the Police Services Board for further consideration.

CARRIED as Amended

12. Audit Report 2014-07 - Community & Emergency Services - Hamilton Paramedic Service (HPS) - Scheduling & Payroll (AUD15004) (City Wide) (Item 8.9)

(Collins/Ferguson)

- (a) That the Management Action Plans as detailed in Appendix "A" of Report AUD15004 be approved; and
- (b) That the General Manager of Community and Emergency Services be directed to instruct the appropriate staff to have the Management Action Plans (attached as Appendix "A" to Report AUD15004) implemented.

CARRIED

13. Audit Report 2014-04 - Corporate Services - Long Term Debt (AUD15003) (City Wide) (Item 8.10)

(B. Johnson/Pasuta)

- (a) That the Management Action Plans as detailed in Appendix "A" of Report AUD15003 be approved; and
- (b) That the General Manager of Finance and Corporate Services be directed to instruct the appropriate staff to have the Management Action Plans (attached as Appendix "A" to Report AUD15003) implemented.

CARRIED

14. Follow Up of Audit Report 2013-01 - Public Health Services - Cold Chain/BIOS Program (AUD15005) (City Wide) (Item 8.11)

(Ferguson/VanderBeek)

That Report AUD15005, respecting the follow up of Audit Report 2013-01, Public Health Services – Cold Chain/BIOS Program, be received.

CARRIED

15. Management Responses to Performance Audit Report 2013-19 - GPS/AVL Systems Performance Review (AUD15007) (City Wide) (Item 8.12)

(Pasuta/Collins)

That report AUD15007, Management Responses to Performance Audit Report 2013-19 - GPS/AVL Systems Performance Review, be received.

CARRIED

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 Public Hearings/Delegations

- 6.1 Delegation from Scott Mcpherson and Stephen Bauld respecting the award of Project No. C13-49-14 Twenty Road (HC018) Wastewater Pumping Station Capacity Upgrades

(VanderBeek/B. Johnson)

That the Agenda for the January 19, 2015 meeting of the Audit, Finance and Administration Committee be approved, as amended.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

None.

(c) APPROVAL OF MINUTES (Item 3)

(i) December 15, 2014

(Pasuta/A. Johnson)

That the Minutes of the December 15, 2014 Audit, Finance and Administration Committee meeting be approved.

CARRIED

(d) PUBLIC HEARINGS AND DELEGATIONS (Item 6)

(i) Delegation from Scott Mcpherson and Stephen Bauld respecting the award of Project No. C13-49-14 Twenty Road (HC018) Wastewater Pumping Station Capacity Upgrades

Scott Mcpherson and Stephen Bauld, North American Construction (1993) Ltd., presented on the award of Project No. C13-49-14 Twenty Road (HC018) Wastewater Pumping Station Capacity Upgrades.

Comments included, but were not limited to: concerns with the bidding pool; the rules and processes regarding bidding; and union signing.

(Ferguson/A. Johnson)

That the delegation from Scott Mcpherson and Stephen Bauld respecting the award of Project No. C13-49-14 Twenty Road (HC018) Wastewater Pumping Station Capacity Upgrades, be received.

CARRIED

(e) DISCUSSION ITEMS (Item 8)

(i) Report 2014-15 - Review of Hamilton Police Service (HPS) Issues Identified by Mr. Chandrashekar (AUD15001) (City Wide) (Item 8.8)

(Ferguson/A. Johnson)

That recommendation (a) to report AUD15001, Report 2014-15 - Review of Hamilton Police Service (HPS) Issues Identified by Mr. Chandrashekar, be amended to include that the report be forwarded to the Police Services Board.

Amendment CARRIED

(aa) Correspondence from Shekar Chandrashekar (Item 8.8(i))

(Ferguson/A. Johnson)

That the correspondence from Shekar Chandrashekar be received.

CARRIED

For disposition on this Item, refer to item 11.

(f) ADJOURNMENT

(Ferguson/B. Johnson)

That, there being no further business, the Audit, Finance and Administration Committee adjourn at 11:26 a.m.

CARRIED

Respectfully submitted,

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

Vanessa Robicheau
Legislative Coordinator
Office of the City Clerk