



AUDIT, FINANCE & ADMINISTRATION COMMITTEE REPORT 17-002

9:30 a.m.

**Monday, February 6, 2017
Council Chambers
Hamilton City Hall
71 Main Street West**

Present: Councillor D. Skelly (Chair)
Councillor A. VanderBeek (Vice-Chair)
Councillors A. Johnson, C. Collins, M. Pearson.

**Absent with
Regrets:** Councillor B. Johnson - Personal

THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 17-002 AND RESPECTFULLY RECOMMENDS:

1. Information Report respecting City Of Hamilton Benefit Plan Management (HUR17001) (Item 5.5)

That Report HUR17001 respecting City of Hamilton Benefit Plan Management, be received.

2. 2016 Multi-Year Accessibility Plan Status Update (FCS17007) (City Wide) (Item 8.1)

That the Report FCS17007 respecting the 2016 Multi-Year Accessibility Plan Status Update, be received.

3. Analysis of Overtime (OT) Costs (FCS17005) (City Wide) (Item 8.2)

- (a) That Report FCS17005, respecting an Analysis of Overtime (OT) Costs, be received.
- (b) That the Senior Leadership Team be directed to provide a detailed summary of Overtime Costs by Division, that includes the following information:

- (i) The correlation between Overtime Costs and the number of recorded absences;
- (ii) Planned Overtime as it relates to collective agreements and service levels;
- (iii) Unplanned overtime and proposed mitigation strategies;
- (iv) A list of employees City-wide, receiving significant amounts of Overtime; and
- (v) That the report come back to the February 24, 2017 General Issues Committee Budget meeting.

4. Grants Sub-Committee Report 17-001 – February 1, 2017 (Added Item 8.3)

- (a) City Enrichment Fund Reserves (GRA17001) (City Wide) (Outstanding Business List Item) (Item 4.1) (Attached hereto as Appendix “A”)**

That Report GRA1701, respecting the City Enrichment Fund Reserves, be received.

- (b) 2016 City Enrichment Fund (GRA17002) (City Wide) (Item 4.2) (Attached hereto as Appendix “B”)**

That the overall 2016 City Enrichment Fund surplus (attached as Appendix “A” to Report GRA17002), in the amount of \$47,810, be transferred from the City Enrichment Fund Reserve #112230.

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

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

1. ADDED DELEGATION REQUESTS

- 4.7 Hibbert Briscoe, LBGTQ Advisory Committee, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting)

- 4.8 Cole Gately, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting)
- 4.9 Sergio Manchia, MCIP, RPP, UrbanSolutions Planning & Land Development Consultants Inc. respecting a request for Development Charge Demolition Credit extension on behalf of Valery (Chedoke Browlands) Development Inc. (Valery Homes), Demolition Permit No. 00-152509, 849 Scenic Drive, Hamilton (for a future meeting).
- 4.10 Colleen McTigue, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting)

2. ADDED DISCUSSION ITEM

- 8.3 Grants Sub-Committee Report 17-001 – February 1, 2017

The Agenda for the February 6, 2017 meeting of the Audit, Finance & Administration Committee 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) January 23, 2017 (Item 3.1)

The Minutes of the January 23, 2017 Audit, Finance & Administration Committee meeting was approved, as presented.

(d) DELEGATION REQUESTS (Item 4)

(i) Tim McClemont, AIDS Network, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Item 4.1)

The Delegation Request from Tim McClemont, AIDS Network, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

(ii) Rodney Vermeulen, Trinity Canadian Reformed Church, respecting the proposed Transgender and Gender Non- conforming Protocol (for a future meeting) (Item 4.2)

The Delegation Request from Rodney Vermeulen, Trinity Canadian Reformed Church, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (iii) **Vilma Rossi and Michelle Poirier, Equity and Inclusion Office, McMaster University, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Item 4.3)**

The Delegation Request from Vilma Rossi and Michelle Poirier, Equity and Inclusion Office, McMaster University, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (iv) **Will Rowe, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Item 4.4)**

The Delegation Request from Will Rowe, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (v) **Andre Schutten, Association for Reformed Political Action (ARPA), respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Item 4.5)**

The Delegation Request from Andre Schutten, Association for Reformed Political Action (ARPA), respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (vi) **Steve Swets, Rehoboth United Reformed Church, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Item 4.6)**

The Delegation Request from Steve Swets, Rehoboth United Reformed Church, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (vii) **Hibbert Briscoe, LBGTQ Advisory Committee, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Added Item 4.7)**

The Delegation Request from Hibbert Briscoe, LBGTQ Advisory Committee, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (viii) **Cole Gately, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Added Item 4.8)**

The Delegation Request from Cole Gately, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

- (ix) **Sergio Manchia, MCIP, RPP, UrbanSolutions Planning & Land Development Consultants Inc. respecting a request for Development Charge Demolition Credit extension on behalf of Valery (Chedoke Browlands) Development Inc. (Valery Homes), Demolition Permit No. 00-152509, 849 Scenic Drive, Hamilton (for a future meeting) (Added Item 4.9)**

The Delegation Request from Sergio Manchia, MCIP, RPP, UrbanSolutions Planning & Land Development Consultants Inc. respecting a request for Development Charge Demolition Credit extension on behalf of Valery (Chedoke Browlands) Development Inc. (Valery Homes), Demolition Permit No. 00-152509, 849 Scenic Drive, Hamilton, was approved, for a future meeting.

- (x) **Colleen McTigue, respecting the proposed Trans and Gender Non-Conformity Protocol (for a future meeting) (Added Item 4.10)**

The Delegation Request from Colleen McTigue, respecting the proposed Trans and Gender Non-Conformity Protocol was approved, for a future meeting.

(e) CONSENT ITEMS (Item 5)

- (i) **Committee Against Racism - Minutes of the September 27, 2016 meeting (Item 5.1)**

The Minutes of the September 27, 2016 meeting of the Committee Against Racism, were received.

- (ii) **Committee Against Racism - Minutes of the October 25, 2016 meeting (Item 5.2)**

The Minutes of the October 25, 2016 meeting of the Committee Against Racism, were received.

- (iii) **Hamilton Mundialization Advisory Committee - Minutes of the September 21, 2016 meeting (Item 5.3)**

The Minutes of the September 21, 2016 meeting of the Hamilton Mundialization Advisory Committee, were received.

- (iv) **Hamilton Mundialization Advisory Committee - Minutes of the October 19, 2017 meeting (Item 5.4)**

The Minutes of the October 19, 2016 meeting of the Hamilton Mundialization Advisory Committee, were received.

(v) Aboriginal Advisory Committee - Minutes of the September 1, 2016 meeting (Item 5.6)

The Minutes of the September 1, 2016 meeting of the Aboriginal Advisory Committee, were received.

(vi) Aboriginal Advisory Committee - Minutes of the November 3, 2016 meeting (Item 5.7)

The Minutes of the November 3, 2016 meeting of the Aboriginal Advisory Committee, were received.

(vii) Immigrant & Refugee Advisory Committee - Minutes of the October 13, 2016 meeting (Item 5.8)

The Minutes of the October 13, 2016 meeting of the Immigrant & Refugee Advisory Committee, were received.

(viii) Immigrant & Refugee Advisory Committee - Minutes of the November 10, 2016 meeting (Item 5.9)

The Minutes of the November 10, 2016 meeting of the Immigrant & Refugee Advisory Committee, were received.

(ix) LGBTQ Advisory Committee - Minutes of the November 17, 2016 meeting (Item 5.10)

The Minutes of the November 17, 2016 meeting of the LGBTQ Advisory Committee, were received.

(x) LGBTQ Advisory Committee - Minutes of the October 20, 2016 meeting (Item 5.11)

The Minutes of the October 20, 2016 meeting of the LGBTQ Advisory Committee, were received.

(xi) Status of Women Committee - Minutes of the October 27, 2016 meeting (Item 5.12)

The Minutes of the October 27, 2016 meeting of the Status of Women Committee, were received.

(f) MOTIONS (Item 9)

(i) Citizen Appointment to the LGBTQ Advisory Committee (Item 9.1)

Councillor A. Johnson withdrew his motion respecting a Citizen Appointment to the LGBTQ Advisory Committee.

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

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

The following Item was marked as completed and removed from the Outstanding Business List:

Item "G" – Audit of City of Hamilton Utilities
(Addressed as Item 8.5, September 14, 2015 AF&A, AUD15021))

(h) PRIVATE AND CONFIDENTIAL (Item 12)

(i) Closed Session Minutes - January 23, 2017 meeting (Item 12.1)

The Closed Session Minutes of the January 23, 2017 meeting, was approved, and is to remain confidential.

(i) ADJOURNMENT (Item 13)

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

Respectfully submitted,

Councillor D. Skelly,
Chair, Audit, Finance & Administration
Committee

Loren Kolar
Legislative Coordinator
Office of the City Clerk