



**AUDIT, FINANCE AND ADMINISTRATION COMMITTEE**  
**MINUTES 17- 009**  
**9:30 a.m.**  
**Thursday, June 12, 2017**  
**Council Chambers**  
**Hamilton City Hall**

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**Present:** Councillor D. Skelly (Chair), A. VanderBeek (Vice-Chair),  
C. Collins, L. Ferguson, A. Johnson, B. Johnson and M. Pearson

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**THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:**

**1. New Minimum Wage Laws in the Province of Ontario (Item 9)**

**(A. Johnson/VanderBeek)**

That the Non-Union Compensation Committee provide the Audit, Finance and Administration Committee with a report on the implications of the new minimum wage laws in the Province of Ontario, specifically in relation to the City's relevant legal obligations and budget.

**CARRIED**

**2. Tax Appeals under Sections 357 and 358 of the *Municipal Act, (2001)* (FCS17003(d)) (City Wide) (Item 5.5)**

**(Ferguson/Pearson)**

(a) That Appendix "A" to Report FCS17003(d) respecting the Tax Appeals processed under Section 357 of the *Municipal Act, (2001)*, in the amount of \$49,604, be approved;

(b) That Appendix "B" to Report FCS17003(d) 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 \$40,472, be approved.

**CARRIED**

**3. 2016 Annual Report on Commodity Price Hedging (FCS17052) (PW17043) (City Wide) (Item 5.6)**

**(Ferguson/Pearson)**

That Report FCS17052, respecting the 2016 Annual Report on Commodity Price Hedging, be received.

**CARRIED**

**4. City Procurement E-Bidding System (FCS17057) (City Wide) (Item 5.7)**

**(Ferguson/Pearson)**

That Report FCS17057, respecting the City Procurement E-Bidding System, be received.

**CARRIED**

**5. 2016 Provincial Offences Annual Report Follow Up (FCS17051(a)) (City Wide) (Outstanding Business List) (Item 5.8)**

**(Ferguson/Pearson)**

That Report FCS17051(a), respecting the 2016 Provincial Offences Annual Report Follow Up, be received.

**CARRIED**

**6. Comprehensive Legal Services Report (LS17014) (City Wide) (Item 5.9)**

**(Ferguson/Pearson)**

That Report LS17014, respecting Comprehensive Legal Services, be received.

**CARRIED**

**7. Internal Clerical and General Labour Staffing Pool (HUR17008) (City Wide) (Item 5.10)**

**(Ferguson/Pearson)**

That Report HUR17008, respecting the Internal Clerical and General Labour Staffing Pool, be received.

**CARRIED**

**8. Human Rights, Diversity and Inclusion Strategic Plan (HUR17009) (City Wide) (Item 7.1)**

**(Pearson/Collins)**

That Report HUR17009, respecting the Human Rights, Diversity and Inclusion Strategic Plan, be received.

**CARRIED**

**9. Fire Department Attendance (HUR17010) (City Wide) (Item 7.2)**

**(Collins/VanderBeek)**

That Report HUR17010, respecting Fire Department Attendance, be received.

**CARRIED**

**10. Development Charge Deferral Agreement #148 – One Year Extension Request – 41 Bittern Street (FCS17062) (City Wide) (Outstanding Business List Item) (Item 8.1)**

**(Pearson/Collins)**

That the General Manager of Finance and Corporate Services be authorized to enter into a Development Charge Deferral Agreement in a form satisfactory to the City Solicitor, which effectively extends Development Charge Deferral Agreement #148 according to the terms outlined in Appendix “B” to Report FCS17062.

**CARRIED**

**11. 2016 City of Hamilton Financial Report and Audited Financial Statements (FCS17053) (City Wide) (Item 8.2)**

**(Ferguson/Pearson)**

- (a) That the 2016 City of Hamilton Financial Report and Audited Financial Statements, attached as Appendix “B” to Report FCS17053, be approved; and
- (b) That the 2016 Hamilton Police Services Draft Audited Schedule of Operations, attached as Appendix “D” to Report FCS17053, be received for information.

**CARRIED**

**12. City of Hamilton Amended Water and Wastewater / Storm Arrears Policy (FCS17054) (City Wide) (Item 8.3)**

**(B. Johnson/Pearson)**

- (a) That the amended Water and Wastewater / Storm Arrears Policy as attached in Appendix “A” to Report FCS17054, be approved effective November 1, 2017;
- (b) That the General Manager of Finance and Corporate Services be authorized and directed to execute all necessary documents to amend the Service Agreement between the City of Hamilton and Horizon Utilities Corporation dated January 1, 2015, to implement recommendation (a) of Report FCS17054, in a form satisfactory to the City Solicitor and with content satisfactory to the General Manager of Finance and Corporate Services;
- (c) That the City Solicitor be authorized and directed to prepare all necessary by-laws to implement the Water and Wastewater / Storm Arrears Policy set out in recommendation (a) of Report FCS17054 which may include necessary amendments to be made to the following City of Hamilton by-laws:

- (i) Waterworks By-law R84-026; and
- (ii) Sanitary Surcharge and Wastewater Abatement By-law No. 03-272.

**CARRIED**

**13. Grants Sub-Committee Report 17-003, from the June 1, 2017 Meeting (Item 8.4)**

**(B. Johnson/Pearson)**

**(a) Grants to Individual Artists Municipal Review (GRA17007) (City Wide) (Item 4.1)**

That Report GRA17007, respecting the Grants to Individual Artists Municipal Review, be received.

**(b) Feasibility of Emerging Athletes Category within the City Enrichment Fund (GRA17005) (City Wide) (Item 4.2)**

That staff be directed to suspend the implementation of the Emerging Athletes stream, within the City Enrichment Fund, at this time.

**(c) Creation and Presentation Grants for Arts Professionals (GRA17008) (City Wide) (Item 4.3)**

- (i) That, the Creation and Presentation Grants for Arts Professionals, attached as Appendix "A" to Report 17-003, continue as a pilot stream within the City Enrichment Fund Program;
- (ii) That the 2016 Statistics Creation and Presentation Grants for Arts Professionals, attached as Appendix "B" to Report GRA17008, be received;
- (iii) That the 2017 City Enrichment Fund recommended funding allocation for the Creation and Presentation Grants for Arts Professionals stream, in the amount of \$186,959 (as outlined in the attached Appendix "B" to Report 17-003), be approved; and,
- (iv) That the 2017 Application Summary Appendix, attached as Appendix "D" to Report GRA17008, be received.

**(d) Federated Women's Institutes of Ontario - Step Back in Time (CCH B-10) (Item 5.2)**

That the recommended 2017 City Enrichment Fund grant for the Federated Women's Institutes of Ontario - Step Back in Time (CCH B-10), be increased from \$800 to \$3,300.

**CARRIED**

14. **Governance Review Sub-Committee Report 17-002, from the May 30, 2017 Meeting (Item 8.5)**

(Pearson/Collins)

- (a) **City Employees Appointed as Citizen Members to City Advisory Committees, Boards and Commissions (LS17019) (City Wide) (referred to the Governance Review Sub-Committee by Council on February 22, 2017) (Item 5.1)**

That Report LS1700, respecting City Employees Appointed as Citizen Members to City Advisory Committees, Boards and Commissions, be received.

- (b) **2018 Council / Committee Calendar (Item 8.1)**

That the 2018 Council / Committee Calendar (attached as Appendix A to Report 17-002), be approved *as amended*, as follows:

- (i) ***That staff be directed to limit the scheduling of meetings, other than Budget meetings, during the week of March 4, 2018.***

- (c) **Civic Rings for Members of City Council (CL17004) (City Wide) (Item 8.2)**

That a Policy for Civic Rings to Outgoing/Retiring/Deceased Members of Hamilton City Council, as attached by Appendix B to Report 17-002 be approved.

- (d) **Term Limits for Citizen Appointees – City of Hamilton’s Advisory Committees (CL17005) (City Wide) (Outstanding Business List Item) (Item 8.3)**

That Report CL17005, respecting Term Limits for Citizen Appointees – City of Hamilton’s Advisory Committees, 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:

**1. CONSENT ITEMS**

Remove item 5.2 Seniors Advisory Committee – Minutes from April 7, 2017 meeting as this advisory committee reports to the Emergency and Community Services Committee.

**2. PRESENTATIONS**

The following reports be added to the agenda package to accompany the following presentations:

- 7.1 Human Rights, Diversity and Inclusion Strategic Plan Presentation (HUR17009) (City Wide)
- 7.2 Fire Department Attendance (HUR17010) (City Wide)

**3. MOTIONS**

That the motion listed under 9.1, respecting New Minimum Wage Laws in the Province of Ontario, be replaced with a revised motion.

**4. ORDER OF THE AGENDA**

To move Motion 9.1 up in the agenda to appear after Item 2 Declarations of Interest.

**(VanderBeek/A. Johnson)**

That the agenda for the June 12, 2017 Audit, Finance and Administration Committee meeting be approved, as amended.

**CARRIED**

**(b) DECLARATIONS OF INTEREST (Item 2)**

None.

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

**(i) May 18, 2017 (Item 3.1)**

**(Ferguson/A. Johnson)**

That the Minutes of the May 18, 2017 meeting of the Audit, Finance and Administration Committee be approved, as presented.

**CARRIED**

**(d) DELEGATION REQUESTS (Item 4)**

**(i) Diana Weir, regarding Hamilton Philharmonic Orchestra updates (for a future meeting) (Item 4.1)**

**(VanderBeek/Collins)**

That the delegation request from Diana Weir, regarding Hamilton Philharmonic Orchestra updates, be approved for a future meeting.

**CARRIED**

- (ii) **Patricia LeClair, regarding Hamilton Children's Choir updates (for a future meeting) (Item 4.2)**

**(Collins/VanderBeek)**

That the delegation request from Patricia LeClair, regarding Hamilton Children's Choir updates, be approved for a future meeting.

**CARRIED**

**(e) CONSENT ITEMS (Item 5)**

- (i) **LGBTQ Advisory Committee - Minutes from March 16, 2017 meeting (Item 5.1)**

**(Ferguson/Pearson)**

That the minutes of the March 16, 2017 meeting of the LGBTQ Advisory Committee, be received.

**CARRIED**

- (ii) **Seniors Advisory Committee – Minutes from April 7, 2017 – as noted under Changes to the Agenda, these minutes were removed from Audit, Finance and Administration agenda as they report to the Emergency and Community Services Committee.**

- (iii) **Committee Against Racism - Minutes from April 25, 2017 meeting (Item 5.3)**

**(Ferguson/Pearson)**

That the minutes of the April 25, 2017 meeting of the Committee Against Racism, be received.

**CARRIED**

- (iv) **Aboriginal Advisory Committee - Minutes from April 6, 2017 meeting (Item 5.4)**

**(Ferguson/Pearson)**

That the minutes of the April 6, 2017 meeting of the Aboriginal Advisory Committee, be received.

**CARRIED**

**(f) PRESENTATIONS (Item 7)**

- (i) **Human Rights, Diversity and Inclusion Strategic Plan (HUR17009) (City Wide) (Item 7.1)**

Jodi Koch, Manager, Talent and Diversity, provided the Committee with an overview of Report HUR17009, respecting the Human Rights, Diversity and Inclusion Strategic Plan with the aid of a PowerPoint presentation.

**(Ferguson/B. Johnson)**

That the presentation, respecting the Human Rights, Diversity and Inclusion Strategic Plan, be received.

**CARRIED**

A copy of the presentation has been retained for the official record for viewing at [www.hamilton.ca](http://www.hamilton.ca) or through the Office of the City Clerk.

For disposition of this matter refer to Item 8.

**(ii) Fire Department Attendance (HUR17010) (City Wide) (Item 7.2)**

Robert Burwash, Director, Employee Health and Labour Relations, provided the Committee with an overview of Report HUR17010, respecting Fire Department Attendance with the aid of a PowerPoint presentation.

**(Ferguson/Pearson)**

That the presentation, respecting Fire Department Attendance, be received.

**CARRIED**

A copy of the presentation has been retained for the official record for viewing at [www.hamilton.ca](http://www.hamilton.ca) or through the Office of the City Clerk.

For disposition of this matter refer to Item 9.

**(e) DISCUSSION ITEMS (Item 8)**

**(i) Governance Review Sub-Committee Report 17-002, from the May 30, 2017 Meeting (Item 8.5)**

**(a) Civic Rings for Members of City Council (CL17004) (City Wide) (Item 8.2)**

Councillors A. Johnson and Skelly indicated they wished to be recorded as being OPPOSED to this item.

For disposition of this matter please refer to Item 14.

**(f) ADJOURNMENT (Item 13)**

**(Ferguson/Pearson)**

There being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:51 a.m.

**CARRIED**



Respectfully submitted,

Councillor Donna Skelly  
Chair, Audit, Finance and  
Administration Committee

Kirsten Stevenson  
Legislative Co-ordinator  
Office of the City Clerk