



## AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 20-005

9:30 a.m.

July 9, 2020

**Council Chambers  
Hamilton City Hall**

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

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### THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 20-005 AND RESPECTFULLY RECOMMENDS:

1. **Parkland Dedication Reserve Status Report as of December 31, 2019 (FCS20056) (City Wide) (Item 8.1)**
  - (a) That Report FCS20056, respecting the Parkland Dedication Reserve Status Report as of December 31, 2019, be received and made available to the public; and,
  - (b) That Report FCS20056, respecting the Parkland Dedication Reserve Status Report as of December 31, 2019 be forwarded, if requested, to the Ministry of Municipal Affairs and Housing.
2. **Development Charges Reserves Status Report as of December 31, 2019 (FCS20059) (City Wide) (Item 8.2)**
  - (a) That Report FCS20059, respecting the Development Charges Reserves Status Report as of December 31, 2019, be received and made available to the public; and,
  - (b) That Report FCS20059, respecting the Development Charges Reserves Status Report as of December 31, 2019 be forwarded, if requested, to the Ministry of Municipal Affairs and Housing.
3. **Ward Specific Funding Initiatives Update as of December 31, 2019 (FCS20045) (City Wide) (Item 8.3)**
  - (a) That Report FCS20045, respecting the Ward Specific Funding Initiatives Update as of December 31, 2019, be received; and,
  - (b) That staff report back to the Audit, Finance & Administration Committee with additional information respecting Appendix D of Report FCS20045, Ward Specific Funding Initiatives Update as of December 31, 2019.

**4. 2020 City Enrichment Funding Recommendations (GRA20003(a)) (City Wide) (Item 8.4)**

- (a) That, the 2020 City Enrichment Fund recommended funding allocation in the amount of \$2,640,836 (as outlined in the attached Appendix “A” to Audit, Finance & Administration Report 20-005, be approved;
- (b) That Staff be directed to continue to work with organizations whose Events have been cancelled as listed in Appendix “B” to Audit, Finance & Administration Report 20-00,5 and report back with recommendations pending the submission of additional information;
- (c) That Staff be directed to continue to work with organizations whose Programs and Events status are Unknown, (as outlined in Appendix “C” to Audit, Finance & Administration Report 20-005, and report back regarding funding recommendations in a forthcoming report; and,
- (d) That, Appendix “D” to Report GRA20003(a), being the 2020 City Enrichment Fund Application Summary, be received.

**5. Citizen Advisory Committees and Electronic Participation During the COVID-19 Emergency (FCS20061) (City Wide) (Added Item 8.5)**

- (a) That the By-Law to Amend By-Law No. 18-270, the Council Procedural By-Law, attached as Appendix ‘A’ to Report FCS20061, be enacted;
- (b) That Council direct staff to proceed with scheduling Citizen Advisory Committee meetings in accordance with the Hamilton Reopens: The City of Hamilton’s COVID-19 Recovery Plan; as per the schedule outlined in the Citizen Advisory Committee Meeting Recovery Plan Phases Appendix ‘D’ to Audit, Finance & Administration Report 20-005;
- (c) That staff be directed to procure the necessary technology for Staff Liaisons to support Electronic Citizen Advisory Committees and that it be funded from Dept. ID 300100; and,
- (d) That the City Clerk be delegated the authority to establish and approve procedures and take all steps necessary to facilitate electronic participation by members of Citizen Advisory Committees.

**6. City Auditor Reporting of Serious Matters to Council (AUD20006) (City Wide) (Item 12.1)**

That the contents of Report AUD20006, respecting the City Auditor Reporting of Serious Matters to Council, be received and remain confidential.

**FOR INFORMATION:**

- (a) **CHANGES TO THE AGENDA (Item 1)**

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

**8. DISCUSSION ITEMS (Item 8)**

- 8.5 Citizen Advisory Committees and Electronic Participation During the COVID-19 Emergency (FCS20061) (City Wide)

**11. GENERAL INFORMATION / OTHER BUSINESS (Item 11)**

11.1(a) Item to be Removed:

City Council Correspondence requesting that City Council give the City's volunteer citizen committees the option to resume their meetings virtually until it is safe for them to meet again in person  
Added: June 24, 2020 at Council - Item 4.19  
Completed: July 9, 2020 AF&A - Item 8.5  
OBL Item: 20-F

The agenda for the July 9, 2020 Audit, Finance and Administration Committee meeting 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) June 18, 2020 (Item 3.1)**

The Minutes of the June 18, 2020 meeting of the Audit, Finance and Administration Committee were approved, as presented.

**(d) DISCUSSION ITEMS (Item 8)**

**(i) Ward Specific Funding Initiatives Update as of December 31, 2019 (FCS20045) (City Wide) (Item 8.3)**

Report FCS20045, respecting Ward Specific Funding Initiatives Update as of December 31, 2019, was **amended** by adding the following:

- (b) *That staff report back to the Audit, Finance & Administration Committee with additional information respecting Appendix D of Report FCS20045, Ward Specific Funding Initiatives Update as of December 31, 2019.***

**(e) GENERAL INFORMATION / OTHER BUSINESS (Item 11)**

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

The following amendment to the Outstanding Business List, was approved:

**(a) Item to be Removed (Item 11.1(a)):**

City Council Correspondence requesting that City Council give the City's volunteer citizen committees the option to resume their meetings virtually until it is safe for them to meet again in person  
Added: June 24, 2020 at Council - Item 4.19  
Completed: July 9, 2020 AF&A - Item 8.5  
OBL Item: 20-F

**(f) PRIVATE AND CONFIDENTIAL (Item 12)**

Committee moved into Closed Session respecting Item 12.1, pursuant to Section 8.1, Sub-sections (a), (b), (d), and (f) of the City's Procedural By-law 18-270, as amended, and Section 239(2), Sub-sections (a), (b), (d), and (f) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to the security of the property of the municipality or local board; personal matters about an identifiable individual, including municipal or local board employees; labour relations or employee negotiations; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**(i) City Auditor Reporting of Serious Matters to Council (AUD20006)  
(City Wide) (Item 12.1)**

For disposition of this matter, refer to Item 6.

**(g) ADJOURNMENT (Item 13)**

There being no further business, the Audit, Finance and Administration Committee, adjourned at 11:22 a.m.

Respectfully submitted,

Councillor Wilson, Chair  
Audit, Finance and Administration  
Committee

Angela McRae  
Legislative Coordinator  
Office of the City Clerk