



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 20-007

9:30 a.m.
September 24, 2020
Council Chambers
Hamilton City Hall

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

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Procurement Sub-Committee Report 20-001 - August 27, 2020 (Item 9.1)

(Clark/Pearson)

(a) Appointment of Chair and Vice-Chair (Item 1.1)

- (i) That Councillor L. Ferguson be appointed as Chair of the Procurement Sub-Committee for the remainder of the 2018-2022 term.
- (ii) That Councillor J.P. Danko be appointed as Vice-Chair of the Procurement Sub-Committee for the remainder of the 2018-2022 term.

(b) 2020 Proposed Procurement Policy Review and Proposed Amendments (FCS20022) (City Wide) (Item 9.1)

- (i) That Appendix "A" to the Procurement Sub-Committee Report 20-001, be **further amended to reflect the current wording in the Procurement Policy**, as follows:

POLICY # 17 - Conflicts of Interest

- (4) Any Contract **with the City** may be voided ~~at the discretion of the City where~~ **in which** a member of Council or any employee of the City has **an undeclared** direct or indirect pecuniary interest.
- (ii) That staff be directed to review Sub-Section (4), of Policy #17 – Conflicts of Interest, of the Procurement Policy and report back to the Procurement Sub-Committee at a future meeting; and
- (iii) That a By-Law to adopt and maintain a Procurement Policy for the City of Hamilton, in substantially the form set out in Appendix "A" as **further** amended, to Procurement Sub-Committee Report 20-001, be enacted.

Result: Main Motion, As Amended, CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

2. Water and Wastewater / Storm Back-billing Policy (FCS20070) (City Wide) (Item 9.2)

(Collins/Partridge)

That the Water and Wastewater / Storm Back-billing Policy, attached as Appendix "A" to Report FCS20070, be approved for implementation effective upon Council approval.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

3. 2020 City Enrichment Funding Recommendations (GRA20003(c)) (City Wide) (Item 9.3)

(Johnson/Partridge)

- (a) That, the 2020 City Enrichment Fund recommended funding allocation in the amount of \$154,943 (as outlined in the attached Appendix "A" to Report GRA20003(c)), be approved;
- (b) That, the 2020 City Enrichment Fund recommended funding allocation in the amount of \$11,908 (as outlined in the attached Appendix "B" to Report GRA20003(c)), be approved pending the submission of additional information;
- (c) That, Appendix "C" to Report GRA20003(c), being the 2020 City Enrichment Fund Application Summary, be received; and,
- (d) That any funds not required in 2020 by organizations, as a result of programs or events being cancelled, reduced, or redesigned, be transferred to the City Enrichment Fund Reserve # 112230

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

4. 2019 Freedom of Information Quarterly Report - Quarter 4 (October 1 to December 31) (FCS20076) (City Wide) (Item 9.4)

(Clark/Johnson)

- (a) That Report FCS20076 entitled 2019 Freedom of Information Quarterly Report - Quarter 4 (October 1 to December 31), be received; and,
- (b) That the Clerk be directed to actively disseminate all future Freedom of Information reporting according to the City's Routine Disclosure and Active Dissemination Policy through the City's Website ***and discontinue the quarterly report.***

Result: Main Motion, As Amended, CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

5. Hamilton Anti-Racism Resource Centre Update (CM20007) (City Wide) (Item 9.5)

(Partridge/Pearson)

That Report CM20007, respecting the Hamilton Anti-Racism Resource Centre Update, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

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

9. DISCUSSION ITEMS

- 9.1 Procurement Sub-Committee Report 20-001 – referenced Report FCS20033. The original report was incorrectly numbered and should have been FCS20022. This has been corrected and references updated.

12. GENERAL INFORMATION AND OTHER BUSINESS

- 12.1(a) Amendments to the Outstanding Business List – Item to be Removed: Completed date was listed incorrectly and has now been corrected.

(Johnson/Clark)

That the agenda for the September 24, 2020 Audit, Finance and Administration Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
NOT PRESENT - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

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

(i) August 13, 2020 (Item 3.1)

(Collins/Pearson)

That the Minutes of the August 13, 2020 meeting of the Audit, Finance and Administration Committee be approved, as presented.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
NOT PRESENT - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek

YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

(d) DELEGATION REQUESTS (Item 5)

(Johnson/Ferguson)

That Delegation Requests 5.1 and 5.2, be approved for a future meeting:

5.1 Ryan Verkerk, respecting wastewater charges on their water bill

5.2 Young Kim, respecting his water and wastewater charges

Result: Motion DEFEATED by a vote of 4 to 0, as follows:

NO - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NO - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
NO - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
NO - Ward 5 Councillor Chad Collins

(e) DISCUSSION ITEMS (Item 9)

(i) Procurement Sub-Committee Report 20-001 - August 27, 2020 (Item 9.1)

(Clark/VanderBeek)

That Appendix "A" to the Procurement Sub-Committee Report 20-001, be ***further amended to reflect the current wording in the Procurement Policy***, as follows:

POLICY # 17 - Conflicts of Interest

- (4) Any Contract ***with the City*** may be voided ~~at the discretion of the City~~ ***where in which*** a member of Council or any employee of the City has ***an undeclared*** direct or indirect pecuniary interest.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

(Clark/Partridge)

That staff be directed to review Sub-Section (4), of Policy #17 – Conflicts of Interest, of the Procurement Policy and report back to the Procurement Sub-Committee at a future meeting.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

For further disposition of this matter, refer to Item 1.

(ii) 2019 Freedom of Information Quarterly Report - Quarter 4 (October 1 to December 31) (FCS20076) (City Wide) (Item 9.4)

(Clark/Johnson)

That sub-section (b) ***be amended*** as follows:

- (b) That the Clerk be directed to actively disseminate all future Freedom of Information reporting according to the City's Routine Disclosure and Active Dissemination Policy through the City's Website ***and discontinue the quarterly report.***

Result: Amendment CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

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

(f) GENERAL INFORMATION / OTHER BUSINESS (Item 12)

(i) Amendments to the Outstanding Business List (Added Item 12.1)

(Pearson/Johnson)

That the following amendments to the Outstanding Business List, be approved:

(a) Items to be Removed (Item 12.1(a)):

2020 City Enrichment Funding Recommendations (GRA20003)
(City Wide)

Report Recommendations

Added: May 27 and 28, 2020 at Council - Item 5.4(a)

Completed: September 24, 2020 AF&A - Item 9.3

OBL Item: 20-E

2017 Q1 Emergency and Non-Competitive Procurements Report
(FCS17011) – staff report back with recommendations and options
in order for Councillors to comply with Policy 19 of the Procurement
By-law (17-064).

Added: July 14, 2017 at Council

Completed: September 24, 2020 AF&A - Item 9.1

OBL Item: I

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson

YES - Ward 15 Councillor Judi Partridge

YES - Ward 13 Councillor Arlene VanderBeek

NOT PRESENT - Ward 12 Councillor Lloyd Ferguson

YES - Ward 11 Councillor Brenda Johnson

YES - Ward 10 Councillor Maria Pearson

YES - Ward 9 Councillor Brad Clark

YES - Ward 5 Councillor Chad Collins

(g) PRIVATE AND CONFIDENTIAL (Item 13)

(i) August 13, 2020 – Closed Minutes

(Partridge/Pearson)

(a) That the Closed Session Minutes of the August 13, 2020 Audit,
Finance and Administration Committee meeting, be approved as
presented; and,

(b) That the Closed Session Minutes of the August 13, 2020 Audit,
Finance and Administration Committee meeting, remain
confidential.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson

YES - Ward 15 Councillor Judi Partridge

YES - Ward 13 Councillor Arlene VanderBeek

NOT PRESENT - Ward 12 Councillor Lloyd Ferguson

YES - Ward 11 Councillor Brenda Johnson

YES - Ward 10 Councillor Maria Pearson

YES - Ward 9 Councillor Brad Clark

YES - Ward 5 Councillor Chad Collins

(h) ADJOURNMENT (Item 14)

(Clark/Partridge)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 11:07 a.m.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Chair - Ward 1 Councillor Maureen Wilson
YES - Ward 15 Councillor Judi Partridge
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
YES - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins

Respectfully submitted,

Councillor Wilson, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk