



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 20-009

**9:30 a.m.
October 22, 2020
Council Chambers
Hamilton City Hall**

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

Absent: Councillors B. Johnson, B. Clark – City Business

THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE PRESENTS REPORT 20-009 AND RESPECTFULLY RECOMMENDS:

1. Upgrade of 911 System to the Next Generation 9-1-1 (NG9-1-1) Messaging Services Delivery (FCS20082 / HSC20045) (City Wide) (Item 6.1)

That Report FCS20082 / HSC20045 respecting an Upgrade of 911 System to the Next Generation 9-1-1 (NG9-1-1) Messaging Services Delivery, be received.

2. Fair Wage Policy and Fair Wage Schedule Complaints Annual Report (FCS20084) (City Wide) (Item 6.2)

That Report FCS20084 respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report, be received.

3. Fraud and Waste Annual Report (AUD20007) (City Wide) (Item 8.1)

That Report AUD20007 respecting the Fraud and Waste Annual Report, be received.

4. 2019 Reserve Report (FCS20068) (City Wide) (Item 9.1)

(a) That the 2019 Reserve Report and the 2019 Reserves Detail Report, with 2018 Comparative figures and 2020-2022 Projections, attached as Appendix "A" to Report FCS20068, be received; and,

(b) That COVID-19 Reserve #108006 be established with previously approved initial funding of \$1,144,000.

5. Governance Review Sub-Committee Report 20-002 – October 13, 2020 (Item 9.2)

(a) 2022 Council and Committee Calendar (Item 10 .1) (Attached as Appendix “A” to Audit, Finance and Administration Committee Report 20-009)

That the 2022 Council and Committee Calendar be approved, as presented.

(b) Recording of Closed Session Meetings (FCS20090 / LS20027) (City Wide) (Item 10.2)

That Report FCS20090 / LS20027, respecting Recording of Closed Session Meetings, be received.

6. Advisory Committee for Immigrants and Refugees Membership (Item 10.1)

WHEREAS, the Advisory Committee for Immigrants and Refugees received resignations from Waleed Aslam and Anjum Chauhan on March 6, 2020;

THEREFORE BE IT RESOLVED:

- (a) That the resignations from Waleed Aslam and Anjum Chauhan from the Advisory Committee for Immigrants and Refugees, be received; and,
- (b) That the membership number of the Advisory Committee for Immigrants and Refugees be adjusted accordingly in order to obtain quorum.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

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

4. COMMUNICATIONS

4.1 Correspondence from June Roberts, respecting an Extension of Benefits for City of Hamilton Retirees who turn 65 in 2021.

4.1(a) Additional Correspondence from June Roberts, respecting an Extension of Benefits for City of Hamilton Retirees who turn 65 in 2021.

5. DELEGATION REQUESTS

5.1 Kenneth Ukrainec, on behalf of Network Sewer and Watermain Ltd., respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report (FCS20084) (For today's meeting)

5.2 Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City (For today's meeting)

5.2(a) Staff Supporting Documentation regarding Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City

7. PUBLIC HEARINGS / WRITTEN DELEGATIONS / VIRTUAL DELEGATIONS

7.1(a) Staff Supporting Documentation respecting Kevin Rachman, SmartCentres REIT, respecting an Extension to Development Charges Credit

The agenda for the October 22, 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) October 8, 2020 (Item 3.1)

The Minutes of the October 8, 2020 meeting of the Audit, Finance and Administration Committee were approved, as presented.

(d) COMMUNICATIONS (Item 4)

The following Communication Items, were received:

(i) Correspondence from June Roberts, respecting an Extension of Benefits for City of Hamilton Retirees who turn 65 in 2021 (Added Item 4.1 & 4.1(a))

(e) DELEGATION REQUESTS (Item 5)

(i) Kenneth Ukraineec, on behalf of Network Sewer and Watermain Ltd., respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report (FCS20084) (Added Item 5.1)

The Delegation Request from Kenneth Ukraineec, on behalf of Network Sewer and Watermain Ltd., respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report (FCS20084), was approved for today's meeting.

- (ii) **Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City (Added Item 5.2)**

The Delegation Request from Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City, was approved for today's meeting.

(f) **PUBLIC HEARINGS / WRITTEN DELEGATIONS / VIRTUAL DELEGATIONS (Item 7)**

- (i) **Kevin Rachman, SmartCentres REIT, respecting an Extension to Development Charges Credit (approved October 8, 2020) (Item 7.1)**

Kevin Rachman, SmartCentres REIT, addressed the Committee respecting an Extension to a Development Charges Credit, with the aid of a PowerPoint presentation.

The delegation from Kevin Rachman, SmartCentres REIT, respecting an Extension to a Development Charges Credit, was received.

- (ii) **Staff Supporting Documentation regarding Kevin Rachman, SmartCentres REIT, respecting an Extension to Development Charges Credit (Added Item 7.1(a))**

The Staff Supporting Documentation regarding Kevin Rachman, SmartCentres REIT, respecting an Extension to a Development Charges Credit, was referred back to staff to investigate further and report back to the Audit, Finance and Administration Committee.

- (iii) **Kenneth Ukrainec, on behalf of Network Sewer and Watermain Ltd., respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report (FCS20084) (Added Item 7.2)**

Kenneth Ukrainec, on behalf of Network Sewer and Watermain Ltd., addressed the Committee respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report.

The delegation from Kenneth Ukrainec, on behalf of Network Sewer and Watermain Ltd., respecting the Fair Wage Policy and Fair Wage Schedule Complaints Annual Report, was received.

That Procurement staff be directed to investigate whether the Audit Fee to be charged to Network Sewer and Watermain Ltd., is reasonable and report back to the Audit, Finance and Administration Committee.

(iv) Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City (Added Item 7.3)

Jason Snyder, GardaWorld, addressed the Committee respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City.

The delegation from Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City, was received.

(g) STAFF PRESENTATIONS (Item 8)

(i) Fraud and Waste Annual Report (AUD20007) (City Wide)

Charles Brown, City Auditor, addressed the Committee respecting the Fraud and Waste Annual Report (AUD20007), with the aid of a presentation.

The staff presentation respecting the Fraud and Waste Annual Report (AUD20007), was received.

(h) MOTIONS (Item 10)

Councillor Wilson relinquished the Chair to Councillor Collins to introduce her motion respecting the Advisory Committee for Immigrants and Refugees Membership.

Councillor Wilson resumed the Chair.

(i) PRIVATE AND CONFIDENTIAL (Item 13)

The Committee moved into Closed Session respecting Items 5.2 and 5.2(a), pursuant to Section 8.1, Sub-sections (e) and (f) of the City's Procedural By-law 18-270, as amended, and Section 239(2), Sub-sections (e) and (f) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(j) DELEGATION REQUESTS (Item 5) (Continued)

(i) Staff Supporting Documentation regarding Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City (Added Item 5.2(a))

The Staff Supporting Documentation regarding Jason Snyder, GardaWorld, respecting the City's decision to exclude Garda Canada Security Corp from being able to bid on work for the City, was received.

(k) ADJOURNMENT (Item 14)

There being no further business, the Audit, Finance and Administration Committee, adjourned at 11:52 a.m.

Respectfully submitted,

Councillor Wilson, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk

January 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 NEW YEAR'S DAY
2	3 CLOSED IN LIEU OF NEW YEARS DAY	4	5	6	7	8
NO MEETINGS – PLEASE DO NOT USE						
9	10 BoH – 9:30 a.m. PW – 1:30 p.m.	11 Planning – 9:30 a.m.	12 GIC – 9:30 a.m.	13 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	14	15
16	17	18	19 9:30 a.m. COUNCIL	20	21	22
23	24	25	26	27	28	29
30	31					

GIC = General Issues Committee AF&A = Audit, Finance & Administration
PW = Public Works Committee E&CS = Emergency & Community Services
Planning = Planning Committee BOH = Board of Health

All meetings will be in the Council Chambers, Hamilton City Hall, 2nd Floor

February 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Planning – 9:30 a.m.	2 GIC – 9:30 a.m.	3 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	4	5
6	7	8	9 9:30 a.m. COUNCIL	10	11	12
13	14 BoH – 9:30 a.m. PW – 1:30 p.m.	15 Planning – 9:30 a.m.	16 GIC – 9:30 a.m.	17 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If required	18	19
20	21 FAMILY DAY	22	23 9:30 a.m. COUNCIL	24	25	26
27	28					

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March 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
NO MEETINGS – PLEASE DO NOT USE						
13	14	15	16	17	18	19
MARCH BREAK MARCH BREAK MARCH BREAK						
20	21	22	23	24	25	26
	PW – 1:30 p.m.	Planning – 9:30 a.m.	GIC – 9:30 a.m.	AF&A – 9:30 a.m. E&CS – 1:30 p.m.		
27	28	29	30	31		
			9:30 a.m. COUNCIL			

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April 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 BoH – 9:30 a.m. PW – 1:30 p.m.	5 Planning – 9:30 a.m.	6 GIC – 9:30 a.m.	7 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	8	9
10	11	12	13 9:30 a.m. COUNCIL	14	15 GOOD FRIDAY	16
17	18 EASTER MONDAY	19 Planning – 9:30 a.m.	20 GIC – 9:30 a.m.	21 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If required	22 PW – 1:30 p.m.	23
24	25	26	27 9:30 a.m. COUNCIL	28	29	30

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May 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 BoH – 9:30 a.m. PW – 1:30 p.m.	3 Planning – 9:30 a.m.	4 GIC – 9:30 a.m.	5 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If required	6	7
8	9	10	11 9:30 a.m. COUNCIL	12	13	14
15	16 PW – 1:30 p.m.	17 Planning – 9:30 a.m.	18 GIC – 9:30 a.m.	19 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If required	20	21
22	23 VICTORIA DAY	24	25 9:30 a.m. COUNCIL	26	27	28
26	30 PW – 1:30 p.m.	31 Planning – 9:30 a.m.				

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June 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 GIC – 9:30 a.m.	2 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	3	4
5	6	7	8 9:30 a.m. COUNCIL	9	10	11
12	13 BoH – 9:30 a.m. PW – 1:30 p.m.	14 Planning – 9:30 a.m.	15 GIC – 9:30 a.m.	16 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If required	17	18
19	20	21	22 9:30 a.m. COUNCIL	23	24	25
26	27	28	29	30		

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July 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 CANADA DAY	2
3	4 GIC – 9:30 a.m.	5 Planning – 9:30 a.m.	6 BoH – 9:30 a.m. PW – 1:30 p.m.	7 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	8 9:30 a.m. COUNCIL	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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August 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 CIVIC HOLIDAY	2	3	4	5	6
7	8 GIC – 9:30 a.m.	9 Planning – 9:30 a.m.	10 BoH – 9:30 a.m. PW – 1:30 p.m.	11 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	12 9:30 a.m. COUNCIL	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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September 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 LABOUR DAY	6 Planning – 9:30 a.m.	7 GIC – 9:30 a.m.	8 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	9 PW – 1:30 p.m.	10
11	12	13	14 9:30 a.m. COUNCIL	15	16	17
18	19 BoH – 9:30 a.m. PW – 1:30 p.m.	20 Planning – 9:30 a.m.	21 GIC – 9:30 a.m.	22 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If Required	23	24
25	26	27	28 9:30 a.m. COUNCIL	29	30	

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October 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10 THANKSGIVING	11	12	13	14	15
16	17	18	19	20	21	22
23	24 MUNICIPAL ELECTION 	25	26	27	28	29
30	31					

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November 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 HOLD DATES FOR COUNCIL ORIENTATION	3	4	5
6	7	8	9	10	11	12
13	14 End of 2018-2022 Term of Office	15 ARRANGE OFFICES, E- MAILS, ETC. FOR COUNCILLORS	16 9:30 a.m. INAUGURAL COUNCIL	17	18	19
20	21	22	23	24	25	26
27	28 BoH – 9:30 a.m. PW – 1:30 p.m.	29 Planning – 9:30 a.m.	30 GIC – 9:30 a.m.			

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December 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	2	3
4	5	6	7 9:30 a.m. COUNCIL	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24 CHRISTMAS EVE
25 CHRISTMAS DAY	26 BOXING DAY	27 CLOSED IN LEIU OF CHRISTMAS DAY	28 SHUTDOWN	29 SHUTDOWN	30 SHUTDOWN	31 NEW YEARS EVE!

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