



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 21-007

9:30 a.m.
May 6, 2021
Council Chambers
Hamilton City Hall

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

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. **Treasurer's Write-off of Taxes under Section 354 of the *Municipal Act, 2001* (FCS21035) (Ward 5) (Item 7.1)**

(Collins/Johnson)

That property taxes in the amount of **\$5,608.85** for 310 Beach Boulevard, Hamilton (Roll #2518 050 511 02440 0000) be written off under Section 354 of the *Municipal Act, 2001* and that Hamilton Beach Rescue Unit Inc., be refunded the property taxes paid in error.

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

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
YES - Ward 1 Councillor Maureen Wilson

2. **Development Charges Annual Indexing – Effective July 6, 2021 (FCS21033) (City Wide) (Item 7.2)**

(Wilson/Johnson)

That Report FCS21033, respecting Development Charges Annual Indexing – Effective July 6, 2021, be received.

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

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
YES - Ward 1 Councillor Maureen Wilson

3. Archiving of City Council Videos (FCS21053 / CM21007) (City Wide) (Added Item 7.4)

(Pearson/Wilson)

That Report FCS21053 / CM21007, respecting the Archiving of City Council Videos, be received.

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

- 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
- YES - Ward 1 Councillor Maureen Wilson

4. Citizen Committee Report - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee - Delegations regarding Citizen Committee Reports (Item 10.1)

(Pearson/VanderBeek)

That the Citizen Committee Report from the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee, respecting delegations regarding Citizen Committee Reports, be received.

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

- 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
- YES - Ward 1 Councillor Maureen Wilson

5. Governance Review Sub-Committee Report 21-003 - April 30, 2021 (Added Item 10.2)

(Pearson/Johnson)

(a) Council/Staff Relationship Policy (FCS21045 / CM21005) (City Wide) (Outstanding Business List Item) (Item 8.1)

That the Council/Staff Relationship Policy attached as Appendix "A" as amended to Governance Review Sub-Committee Report 21-003 to include 'or unreasonable' after 'undue' to Item 5 under Principles, be approved.

(b) Advisory Committee for Persons with Disabilities Logo (Item 10.1)

That the secondary logo for the Advisory Committee for Persons with Disabilities (ACPD), be approved.

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

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
YES - Ward 1 Councillor Maureen Wilson

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

6. DELEGATION REQUESTS

- 6.1 Mike Collins-Williams, West End Homebuilders' Association, respecting Pay on Demand Modern Surety Bonds (For a future meeting)
- 6.2 Stephanie Kuntz, Marsh Canada, respecting Development Bonds as a Security for Development Agreements (For a future meeting)

7. CONSENT ITEMS

- 7.4 Archiving of City Council Videos (FCS21053 / CM21007) (City Wide) (Outstanding Business List Item)

10. DISCUSSION ITEMS

- 10.2 Governance Review Sub-Committee Report 21-003 - April 30, 2021

13. GENERAL INFORMATION / OTHER BUSINESS

- 13.1 Amendment to the Outstanding Business List

- 13.1(a) Item Considered Complete and Needing to be Removed:

Records Retention By-law Amendment (FCS21034)
That staff be directed to report back outlining the City's current practice for the retention of the video recordings of Council, Sub-Committee, and Advisory Committee meetings.

Added: April 22, 2021 at AF&A - Item 7.3
Completed: May 6, 2021 at AF&A - Item 7.4
OBL Item: 21-F

(Pearson/Johnson)

That the agenda for the May 6, 2021 Audit, Finance and Administration Committee meeting be approved, as amended.

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

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
YES - Ward 1 Councillor Maureen Wilson

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) April 22, 2021 (Item 4.1)

(Johnson/VanderBeek)

That the Minutes of the April 22, 2021 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 - 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
YES - Ward 1 Councillor Maureen Wilson

(d) DELEGATION REQUESTS (Item 6)

(Clark/VanderBeek)

That the following Delegation Requests, be approved for a future meeting:

- (i) Mike Collins-Williams, West End Homebuilders' Association, respecting Pay on Demand Modern Surety Bonds (Added Item 6.1)
- (ii) Stephanie Kuntz, Marsh Canada, respecting Development Bonds as a Security for Development Agreements (Added Item 6.2)

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

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
YES - Ward 1 Councillor Maureen Wilson

(e) CONSENT ITEMS (Item 7)

(i) Treasurer's Write-off of Taxes under Section 354 of the *Municipal Act, 2001 (FCS21035) (Ward 5) (Item 7.1)*

(Collins/Johnson)

That the recommendation to Report FCS21035, respecting the Treasurer's Write-off of Taxes under Section 354 of the *Municipal Act, 2001* **be amended** by replacing \$5,422.18 with **\$5,608.85**, to read as follows:

That property taxes in the amount of ~~\$5,422.18~~ **\$5,608.85** for 310 Beach Boulevard, Hamilton (Roll #2518 050 511 02440 0000) be written off under Section 354 of the Municipal Act and that Hamilton Beach Rescue Unit Inc. be refunded the property taxes paid in error.

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

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
YES - Ward 1 Councillor Maureen Wilson

For disposition of this matter, refer to Item 1.

(ii) Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee Minutes - March 16, 2021 (Item 7.3)

(Pearson/VanderBeek)

That the minutes of the March 16, 2021 meeting of the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee, be received.

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

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
YES - Ward 1 Councillor Maureen Wilson

**(iii) Archiving of City Council Videos (FCS21053 / CM21007) (City Wide)
(Added Item 7.4)**

(Wilson/Clark)

That Clerk's staff be directed to contact the City's Advisory Committee's to survey their membership as to whether they would be comfortable having their meetings recorded and retained, and report back to the Governance Review Sub-Committee.

Result: Motion CARRIED by a vote of 6 to 1, as follows:

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
NO - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

For further disposition of this matter, refer to Item 3.

(f) GENERAL INFORMATION / OTHER BUSINESS (Item 13)

(i) Amendment to the Outstanding Business List (Added Item 13.1)

(Pearson/Johnson)

That the following amendment to the Audit, Finance & Administration Committee's Outstanding Business List, be approved:

(a) Item Considered Complete and Needing to be Removed:

Records Retention By-law Amendment (FCS21034)

That staff be directed to report back outlining the City's current practice for the retention of the video recordings of Council, Sub-Committee, and Advisory Committee meetings.

Added: April 22, 2021 at AF&A - Item 7.3

Completed: May 6, 2021 at AF&A - Item 7.4

OBL Item: 21-F

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

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
YES - Ward 1 Councillor Maureen Wilson

(g) PRIVATE AND CONFIDENTIAL (Item 14)

(i) Closed Minutes – April 22, 2021

(Collins/VanderBeek)

- (a) That the Closed Session Minutes of the April 22, 2021 Audit, Finance and Administration Committee meeting, be approved as presented; and,
- (b) That the Closed Session Minutes of the April 22, 2021 Audit, Finance and Administration Committee meeting, remain confidential.

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

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
YES - Ward 1 Councillor Maureen Wilson

(h) ADJOURNMENT (Item 15)

(Johnson/Pearson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:12 p.m.

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

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
YES - Ward 1 Councillor Maureen Wilson

Respectfully submitted,

Councillor Ferguson, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk