



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 21-008

**9:30 a.m.
May 20, 2021
Council Chambers
Hamilton City Hall**

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

Absent: Councillor B. Clark – City Business

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. CONSENT ITEMS (Item 7)

(Pearson/Wilson)

That the following Consent Items (Item 7), be received:

- (a) Reserve / Revenue Fund Investment Performance Report - December 31, 2020 (FCS21042) (City Wide) (Item 7.1)
- (b) Hamilton Future Fund Investment Performance Report - December 31, 2020 (FCS21043) (City Wide) (Item 7.2)
- (c) Cemetery Trust Accounts Investment Performance Report - December 31, 2020 (FCS21044) (City Wide) (Item 7.3)
- (d) 2020 Provincial Offences Administration Annual Report (FSC21046) (City Wide) (Item 7.4)

Result: Motion CARRIED by a vote of 5 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
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

2. Proposed Write-off for Provincial Offences (FCS21040) (City Wide) (Item 10.1)

(Pearson/Johnson)

That staff be authorized to write-off the following outstanding Provincial Offences fines deemed uncollectible, in the total amount of \$1,626,850.61:

- (a) \$1,202,687.97 in uncollectible fines with a sentence date of December 31, 2013 and prior;
- (b) \$569.16 in underpayments from April 1, 2020 through March 31, 2021; and,
- (c) \$423,593.48 in fines held by persons deceased in 2020.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

3. Information Security Policy Report (FCS21039) (City Wide) (Item 10.2)

(Collins/Pearson)

That the Information Security Policy, attached as Appendix "A" to Report FCS21039, respecting the Information Security Policy Report, be approved.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

4. Accessible Captioning for Advisory Committee Meetings (FCS21050) (City Wide) (Item 10.3)

(Pearson/Wilson)

- (a) That staff be directed to implement closed captioning and live streaming through the City's website for all Advisory Committee meetings through the acquisition of an encoder from eSCRIBE Software Ltd., in the amount of \$87,450 + applicable HST, for a three (3) year term, be approved, to be funded as follows:

- (i) Year One - \$32,750 + applicable HST (includes one-time implementation fees of \$5,400 + applicable HST from June 2021 to June 2022) from Account Number 56132 300100 (Operating Budget); and,
 - (ii) Years Two and Three - \$27,350 + applicable HST (annually) from Account Number 56132 300100 (Operating Budget); and,
- (b) That the General Manager of Finance and Corporate Services be authorized to enter into and execute any required Contract and any ancillary documents required to give effect thereto with eSCRIBE Software Ltd., in a form satisfactory to the City Solicitor.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

5. Citizen Committee Report - Immigrant and Refugee Advisory Committee - Education of Urban Indigenous Strategy to Immigrant and Refugees Communities (Added Item 10.4)

(Pearson/Wilson)

WHEREAS, advisory committees are required to read a land acknowledgement at the beginning of each meeting which provides some education about the land we live on and,

WHEREAS, the Urban Indigenous Strategy presented to the Immigrant and Refugees Advisory Committee on March 11, 2021 on the implementation of the Urban Indigenous strategy and outreach to the Aboriginal community.

THEREFORE, BE IT RESOLVED:

That the following recommendation be added to the strategic plan of the Urban Indigenous Strategy:

- (a) That an education and awareness program be provided to the Immigrants and Refugees community respecting Indigenous affairs and history, including the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP); and,
- (b) That the strategic planning around this education program for Immigrants and Refugees include financial and human resource allocations.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

6. Treasurer's Investment Report 2020 Fiscal Year by Aon (FCS21041) (City Wide) (Added Item 10.5)

(VanderBeek/Pearson)

That Report FCS21041, respecting the Treasurer's Investment Report 2020 Fiscal Year by Aon, as provided to Council, be forwarded to the Hamilton Future Fund Board of Governors, for information.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

7. Citizen Committee Report - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee - Recognition of Pride in the City of Hamilton (Added Item 10.6)

(Wilson/Pearson)

That the City of Hamilton raise the Pride (social justice flag), Trans, and Indigenous flags, as has been done at its request in the past through the Flag Protocol (Governance Review Sub-Committee Report 11-003), in recognition of Pride in the City of Hamilton, throughout the month of June.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - 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

- 6.3 Cameron Kroetsch, Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) Advisory Committee, respecting Item 10.3, Accessible Captioning for Advisory Committee Meetings (For today's meeting)
- 6.4 Cameron Kroetsch, Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) Advisory Committee, respecting the LGBTQ Advisory Committee's Citizen Committee Report regarding Recognition of Pride in the City of Hamilton (For today's meeting)

7. CONSENT ITEMS

- 7.5 Various Advisory Committee Minutes:
 - 7.5(a) Hamilton Mundialization Advisory Committee – February 17, 2021
 - 7.5(b) Status of Women Advisory Committee - March 25, 2021
 - 7.5(c) Immigrant and Refugee Advisory Committee - March 11, 2021
 - 7.5(d) Immigrant and Refugee Advisory Committee – April 8, 2021

10. DISCUSSION ITEMS

- 10.4 Citizen Committee Report - Immigrant and Refugee Advisory Committee - Education of Urban Indigenous Strategy to Immigrant and Refugees communities
- 10.5 Treasurer's Investment Report 2020 Fiscal Year by Aon (FCS21041) (City Wide)
- 10.6 Citizen Committee Report - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee - Recognition of Pride in the City of Hamilton

(Pearson/Johnson)

That the agenda for the May 20, 2021 Audit, Finance and Administration Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 5 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
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - 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) May 6, 2021 (Item 4.1)

(Pearson/Wilson)

That the Minutes of the May 6, 2021 meeting of the Audit, Finance and Administration Committee be approved, as presented.

Result: Motion CARRIED by a vote of 5 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
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

(d) DELEGATION REQUESTS (Item 6)

(VanderBeek/Johnson)

That the following Delegation Requests, be approved, as follows:

- (i) Terri Johns, T Johns Consulting, respecting Surety Bonds (For a future meeting) (Item 6.1)
- (ii) Sergio Manchia, Urbancore Group of Companies, respecting Surety of Bonds Report (For a future meeting) (Item 6.2)
- (iii) Cameron Kroetsch, Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) Advisory Committee, respecting Item 10.3, Accessible Captioning for Advisory Committee Meetings (For today's meeting) (Added Item 6.3)
- (iv) Cameron Kroetsch, Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) Advisory Committee, respecting the LGBTQ Advisory Committee's Citizen Committee Report regarding Recognition of Pride in the City of Hamilton (For today's meeting) (Added Item 6.4)

Result: Motion CARRIED by a vote of 5 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
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

(e) CONSENT ITEMS (Item 7)

(VanderBeek/Johnson)

That the following Volunteer Advisory Committee Minutes (Added Item 7.5), be received:

- (i) Hamilton Mundialization Advisory Committee - February 17, 2021 (Added Item 7.5(a))
- (ii) Status of Women Advisory Committee - March 25, 2021 (Added Item 7.5(b))
- (iii) Immigrant and Refugee Advisory Committee - March 11, 2021 (Added Item 7.5(c))
- (iv) Immigrant and Refugee Advisory Committee - April 8, 2021 (Added Item 7.5(d))

Result: Motion CARRIED by a vote of 5 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
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

(f) PUBLIC HEARINGS / DELEGATIONS (Item 9)

- (i) **Cameron Kroetsch, Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) Advisory Committee, respecting Item 10.3, Accessible Captioning for Advisory Committee Meetings (Added Item 9.1)**

Cameron Kroetsch, Lesbian, Gay, Bi-sexual, Transgender and Queer (LGBTQ) Advisory Committee, addressed the Committee respecting Item 10.3, Accessible Captioning for Advisory Committee Meetings.

(Wilson/Johnson)

That the delegation from Cameron Kroetsch, Lesbian, Gay, Bi-sexual, Transgender and Queer (LGBTQ) Advisory Committee, respecting Item 10.3, Accessible Captioning for Advisory Committee Meetings, be received.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

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

(ii) Cameron Kroetsch, Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) Advisory Committee, respecting the LGBTQ Advisory Committee's Citizen Committee Report regarding Recognition of Pride in the City of Hamilton (Added Item 9.2)

Cameron Kroetsch, Lesbian, Gay, Bi-sexual, Transgender and Queer (LGBTQ) Advisory Committee, addressed the Committee respecting the LGBTQ Advisory Committee's Citizen Committee Report regarding Recognition of Pride in the City of Hamilton.

(Pearson/VanderBeek)

That the delegation from Cameron Kroetsch, Lesbian, Gay, Bi-sexual, Transgender and Queer (LGBTQ) Advisory Committee, respecting the LGBTQ Advisory Committee's Citizen Committee Report regarding Recognition of Pride in the City of Hamilton, be received.

Result: Motion CARRIED by a vote of 6 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
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Chad Collins
YES - Ward 1 Councillor Maureen Wilson

For disposition of this matter, please refer to Item 7.

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

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

(Pearson/VanderBeek)

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:

Citizen Committee Report - Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee - Accessible Captioning for Meetings of the LGBTQ Advisory Committee

Item was referred to staff to report back with additional information, the financial implications, and other considerations.

Added: February 18, 2021 at AF&A - Item 10.1

Completed: May 20, 2021 at AF&A - Item 10.3

OBL Item: 21-C

Result: Motion CARRIED by a vote of 6 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

NOT PRESENT - Ward 9 Councillor Brad Clark

YES - Ward 5 Councillor Chad Collins

YES - Ward 1 Councillor Maureen Wilson

(h) ADJOURNMENT (Item 15)

(Pearson/Johnson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 9:56 a.m.

Result: Motion CARRIED by a vote of 6 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

NOT PRESENT - 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