



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 21-015

**9:30 a.m.
September 23, 2021
Council Chambers
Hamilton City Hall**

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

Absent: Councillor C. Collins – Personal, Councillor B. Clark – City Business

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. 2020 Annual Report on Commodity Price Hedging (FCS21069) (City Wide) (Item 7.1)

(Pearson/Wilson)

That Report FCS21069 respecting the 2020 Annual Report on Commodity Price Hedging, be received.

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. Tax and Rate Operating Budgets Variance Report as at June 30, 2021 - Budget Control Policy Transfers (FCS21070) (City Wide) (Item 8.1)

(Johnson/VanderBeek)

- (a) That the Tax and Rate Operating Budgets Variance Report as at June 30, 2021 attached as Appendices "A" and "B", respectively, to Report FCS21070, be received;
- (b) That, in accordance with the "Budgeted Complement Control Policy", the 2021 complement transfers from one department / division to another with no impact on the levy, as outlined in Appendix "C" to Report FCS21070, be approved;

- (c) That, in accordance with the “Budgeted Complement Control Policy”, the 2021 extensions of temporary positions with 24-month terms or greater, with no impact on the levy, as outlined in Appendix “D” to Report FCS21070, be approved;
- (d) That, in accordance with the “Budget Control Policy”, the 2021 budget transfers from one department / division to another or from one cost category to another with no impact on the property tax levy, as outlined in Appendix “E” to Report FCS21070, be approved;
- (e) That Council approve funding the unfavourable variances of Development Charge Discretionary Exemptions from the 2021 corporate year-end tax and / or rate surplus or from the Unallocated Capital Reserve 108020, Waterworks Capital Reserve 108015, Sanitary Sewer Capital Reserve 108005 or Storm Sewer Capital Reserve 108010.

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

3. Employee Computer Purchase Plan (FCS21065) (City Wide) (Item 10.1)

(Pearson/VanderBeek)

That the new Employee Personal Computer Purchase Plan, attached as Appendix “A” to Report FCS21065, be approved.

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

4. Road Maintenance Small Tools and Equipment Inventory Audit and Follow Up to Audit Report AUD11006 (AUD21010) (City Wide) (Item 10.2)

(Pearson/Johnson)

- (a) That Appendix “A” to Report AUD21010, respecting the Road Maintenance Small Tools and Equipment Inventory Audit, be received;

- (b) That the Management Responses as detailed in Appendix “B” and Private and Confidential Appendix “D” to Report AUD21010 be approved;
- (c) That the General Manager of Public Works be directed to implement the Management Responses (attached as Appendix “B” and Private and Confidential Appendix “D” to Report AUD21010) and report back to the Audit, Finance and Administration Committee by September 2022;
- (d) That Appendix “C” to Report AUD21010, respecting the follow up of Audit Report AUD11006 - Tools Audit, be received; and,
- (e) That Private and Confidential Appendix “D” to Report AUD21010, remain confidential.

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

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised that there were no changes to the agenda.

(Johnson/Pearson)

That the agenda for the September 23, 2021 Audit, Finance and Administration Committee meeting 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

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) September 9, 2021 (Item 4.1)

(Pearson/VanderBeek)

That the Minutes of the September 9, 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) CONSENT ITEMS (Item 7)

(i) Immigrant and Refugee Advisory Committee Minutes - May 13, 2021 (Item 7.2)

(VanderBeek/Pearson)

That the Immigrant and Refugee Advisory Committee Minutes of May 13, 2021, be received.

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) STAFF PRESENTATIONS (Item 8)

(i) Tax and Rate Operating Budgets Variance Report as at June 30, 2021 - Budget Control Policy Transfers (FCS21070) (City Wide) (Item 8.1)

Mike Zegarac, General Manager of Finance and Corporate Services addressed the Committee with a staff presentation respecting Report FCS21070, the Tax and Rate Operating Budgets Variance Report as at June 30, 2021 - Budget Control Policy Transfers.

(Johnson/VanderBeek)

That the Staff Presentation respecting Report FCS21070 the Tax and Rate Operating Budgets Variance Report as at June 30, 2021 - Budget Control Policy Transfers, be received.

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

For further disposition of this matter, please refer to Item 2.

(f) PRIVATE AND CONFIDENTIAL (Item 14)

(i) Closed Minutes – September 9, 2021 (Item 14.1)

(Pearson/Wilson)

- (a) That the Closed Session Minutes of the September 9, 2021 Audit, Finance and Administration Committee meeting, be approved as presented; and,
- (b) That the Closed Session Minutes of the September 9, 2021 Audit, Finance and Administration Committee meeting, remain confidential.

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

(g) ADJOURNMENT (Item 15)

(Johnson/Pearson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:28 a.m.

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

YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
NOT PRESENT - 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

Respectfully submitted,

Councillor Ferguson, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk