



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 22-001

**9:30 a.m.
January 13, 2022
Council Chambers
Hamilton City Hall**

Present: Councillors M. Pearson (Chair), B. Clark, R. Powers, A. VanderBeek, and M. Wilson

Absent: Councillors L. Ferguson, B. Johnson - Personal

THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE PRESENTS REPORT 22-001 AND RESPECTFULLY RECOMMENDS:

1. Hamilton Waterfront Trust – 2020 Annual Briefing by Werner Plessl, Executive Director (Item 8.1)

- (a) That a representative from the Hamilton Waterfront Trust be requested to attend the Audit, Finance & Administration Committee as soon as possible to present the 2020 Items required by the Deed of Trust, as follows:
 - (i) Hamilton Waterfront Trust Annual Audited Financial Statements;
 - (ii) Hamilton Waterfront Trust Strategic and/or Business Plans and any changes thereto;
 - (iii) Hamilton Waterfront Trust ten (10) year Capital Plan; and,
 - (iv) any changes to the Hamilton Waterfront Trust organizational structure; and,
- (b) That the 2021 Items required by the Deed of Trust also be presented within (90) days of the end of fiscal year for 2021, the April 7, 2022 Audit, Finance & Administration Meeting.

2. CONSENT ITEMS (Item 7.1)

That the following Consent Items, be received:

- (a) Post Pandemic Virtual Trial Support (LS22003 / FCS22001) (City Wide) (Item 7.2)
- (b) 2021 City of Hamilton External Audit Plan (FCS22005) (City Wide) (Item 7.3)

- (c) 1099 King Street East, Hamilton – Water and Wastewater / Storm Account Debit Adjustment (FCS22006) (Ward 5) (Item 7.4)

3. Citizen Committee Report - Women and Gender Equity Committee - Reinstating the COVID-19 Encampment Protocol (Item 10.1)

- (a) That the Citizen Committee Report from the Women and Gender Equity Committee respecting Reinstating the COVID-19 Encampment Protocol, be received; and,
- (b) That the Chair and/or representation from the Women and Gender Equity Committee be invited to attend a future meeting Audit, Finance & Administration Committee or the Emergency & Community Services Committee to present on the Citizen Committee Report from the Women and Gender Equity Committee respecting Reinstating the COVID-19 Encampment Protocol.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

8. PRESENTATIONS

- 8.1 Hamilton Waterfront Trust – 2020 Annual Briefing by Werner Plessl, Executive Director

This Item was WITHDRAWN and will be placed on a future Audit, Finance and Administration Committee Agenda.

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

The agenda for the January 13, 2022 Audit, Finance and Administration Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) December 9, 2021 (Item 4.1)

Councillor Powers advised the Committee Clerk that his Ward was recorded incorrectly in the December 9, 2021 minutes.

That the Minutes of the December 9, 2021 meeting of the Audit, Finance and Administration Committee be approved, **as amended**.

(d) CONSENT ITEMS (Item 7)

(i) Women and Gender Equity Committee Minutes - October 28, 2022 (Item 7.1)

The Women and Gender Equity Committee Minutes of October 28, 2022 were received.

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

(i) Amendments to the Outstanding Business List:

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

(a) Item Requiring A New Due Date:

OBL Item: 20-M

Creative Enterprise Facilities Property Tax Sub-Class

Added: December 9, 2020 at GIC

Original Due Date: Q3 2021

New Requested Due Date: Q4 2022 (Waiting response from the Province)

(f) PRIVATE AND CONFIDENTIAL (Item 14)

Committee determined that discussion of Item 14.1 was not required in Closed Session, so the item was addressed in Open Session, as follows:

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

(a) The Closed Session Minutes of the December 9, 2021 Audit, Finance and Administration Committee meeting, were approved as presented; and,

(b) The Closed Session Minutes of the December 9, 2021 Audit, Finance and Administration Committee meeting, remain confidential.

(g) ADJOURNMENT (Item 15)

There being no further business, the Audit, Finance and Administration Committee adjourned at 10:32 a.m.

Respectfully submitted,

Councillor Pearson, Chair
Audit, Finance & Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk