



## **AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 22-004**

**9:30 a.m.**

**February 17, 2022**

**Council Chambers**

**Hamilton City Hall**

---

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

---

### **THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 22-004 AND RESPECTFULLY RECOMMENDS:**

**1. Roads Value for Money Audit: Management Update (PW22007) (City Wide) (Outstanding Business List Item) (Item 7.2)**

That Report PW22007, respecting Roads Value for Money Audit: Management Update, be received.

**2. Print and Mail Services Contract Extension (FCS22017) (City Wide) (Item 7.3)**

- (a) That Council approve the single source procurement, pursuant to Procurement Policy #11 – Non-competitive Procurements, and extend the current contracts for the Supply and Delivery of Various Print and Mail Services until June 30, 2022; and,
- (b) That the General Manager, Finance and Corporate Services be authorized to negotiate and execute the amendment to the contracts and any ancillary documents required to give effect thereto with Swiaty Investments Inc. O/A Minuteman Press, Ontario Ltd. 1602247 o/a Stirling Print Solutions, 723318 Ontario Inc. o/a Athens Printing Art, 1215553 Ontario Limited o/a Allegra and Pegasus Direct Mail Worx Inc. in a form satisfactory to the City Solicitor.

**3. Citizen Committee Report - Aboriginal Advisory Committee Respecting Renaming the Committee (Item 10.1)**

- (a) That the Aboriginal Advisory Committee be renamed the Indigenous Advisory Committee; and
- (b) That the amended Terms of Reference and Mandate attached as Appendix "A" to Audit, Finance & Administration Committee Report 22-004, be approved.

**4. Discontinuation of Water Billing Services by Alectra Utilities (FCS21082(a))  
(City Wide) (Item 10.2)**

- (a) That staff be authorized and directed to negotiate and enter into, on behalf of the City of Hamilton, a Transition Agreement with Alectra Utilities Corporation to facilitate the termination of water billing services from Alectra Utilities Corporation by December 31, 2024;
- (b) That the Mayor and City Clerk be authorized and directed to execute all necessary documentation to execute a Transition Agreement with Alectra Utilities Corporation with content acceptable to the General Manager of Finance and Corporate Services and in a form satisfactory to the City Solicitor;
- (c) That the Mayor and City Clerk be authorized and directed to execute all necessary documentation to execute a Collaboration Agreement between the City of Hamilton and any or all of the cities of Guelph, Markham and Vaughan, with content acceptable to the General Manager of Finance and Corporate Services and in a form satisfactory to the City Solicitor;
- (d) That the single source procurement of Kaihen Inc. as external consultants for the Water Billing Transition Project, pursuant to Procurement Policy #11 – Non competitive Procurements be approved;
- (e) That the General Manager, Finance and Corporate Services, be authorized to negotiate, enter into and execute a contract and any ancillary documents required to procure Kaihen Inc. as the consultant to support the Water Billing Transition Project in a form satisfactory to the City Solicitor;
- (f) That the preliminary phase cost of the Water Billing Transition Project with an upset limit of \$200,000, be funded equally from the Waterworks Capital reserve (108015) and the Sanitary Sewer Capital reserve (108005).

**FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 2)**

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

The agenda for the February 17, 2022 Audit, Finance and Administration Committee meeting was approved, as presented.

**(b) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

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

**(i) February 3, 2022 (Item 4.1)**

The Minutes of the February 3, 2022 meeting of the Audit, Finance and Administration Committee were approved, as presented.

**(d) CONSENT ITEMS (Item 7)**

**(i) Women and Gender Equity Advisory Committee Minutes - November 25, 2021 (Item 7.1)**

The November 25, 2021 minutes of the Women and Gender Equity Advisory Committee were received.

**(e) 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 – February 3, 2022 (Item 14.1)**

- (a) The Closed Session Minutes of the February 3, 2022 Audit, Finance and Administration Committee meeting, were approved as presented; and,
- (b) The Closed Session Minutes of the February 3, 2022 Audit, Finance and Administration Committee meeting, remain confidential.

**(f) ADJOURNMENT (Item 15)**

There being no further business, the Audit, Finance and Administration Committee adjourned at 10:04 a.m.

Respectfully submitted,

Councillor Pearson, Chair  
Audit, Finance and Administration  
Committee

Angela McRae  
Legislative Coordinator  
Office of the City Clerk



Hamilton

## **CITY OF HAMILTON**

### **Vision**

To be the best place to raise a child and age successfully.

## **HAMILTON INDIGENOUS ADVISORY COMMITTEE**

### **Terms of Reference**

**Preamble:** This document uses the format and content typically used by the City of Hamilton for its advisory committees, but this Committee's work should be understood to have vital cultural traditions and teachings at its core. These may not be obvious in this document, but they are part of this Committee's approach and philosophy and how it pursues an effective path and a meaningful future through its work. The Committee respects a whole-world view that recognizes each individual's interconnectedness and also their contributions to the collective wellbeing of the whole. Balance, harmony, peace and justice are valued concepts within this philosophy.

### **COMMITTEE MANDATE**

The Indigenous Advisory Committee assists the City of Hamilton to honour and engage its Indigenous citizens in the pursuit of the City's vision by providing advice and/or recommendations, through the appropriate Standing Committee of Council, that enhance the wellbeing of Indigenous people and/or resolve municipal issues.

The Committee envisions a future where Hamilton is an inclusive and culturally-aware community, where issues of importance to its Indigenous peoples are addressed proactively, effectively and respectfully on the municipal agenda.

### **COMMITTEE OBJECTIVES**

- to assist the City in achieving and demonstrating progress or positive change in support of the equitable economic, social, health and overall wellbeing of Indigenous citizens;
- to provide a forum and mechanism for coordinated dialogue and consultation between and among Indigenous leaders and other stakeholders, acting as a catalyst for the development of positive relationships and open, transparent dialogue between and among the City and these stakeholders; and,
- to offer input, advice and recommendations, through the Audit, Finance & Administration Committee, informed by stakeholder consultation, to support the City in determining effective municipal strategies and/or policies on issues of importance to Indigenous peoples.

## **COMMITTEE VALUES**

In fulfilling our mandate, members of the Committee uphold the following values of collective and individual importance: trust, respect, unity, truthfulness, inclusiveness, pride and empowerment. In our collective work with the City and with Indigenous stakeholders, members of the Committee seek relationships that are sustained by mutual respect and flexibility and that lead to constructive solutions, productive outcomes and improved opportunities for Indigenous peoples. We value increased visibility and recognition of the importance of Indigenous peoples and cultures, as a means to eliminating stereotypes.

## **SELECTION PROCESS**

The selection process for the Indigenous Advisory Committee is to include the local Hamilton Indigenous Community leadership, which will recommend to Council the appointment of residents from the Hamilton Indigenous community and its allies, to sit on the Hamilton Indigenous Advisory Committee.

## **COMPOSITION**

The Advisory Committee will be comprised of seven (7) to nine (9) citizen appointees from the Hamilton Indigenous community and up to two (2) allies.

For the purposes of the committee, an ally is defined as an individual from the wider Hamilton community who demonstrates support for the mandate of the committee and the work of the Hamilton Aboriginal community.