



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 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 FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

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

(Powers/Ferguson)

That Report PW22007, respecting Roads Value for Money Audit: Management Update, 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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

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

(Ferguson/Johnson)

- (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.

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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

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

(Clark/Powers)

- (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 Citizen Committee Report - Aboriginal Advisory Committee respecting Renaming the Committee, 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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

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

(Ferguson/Wilson)

- (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).

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 Russ Powers
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/Clark)

That the agenda for the February 17, 2022 Audit, Finance and Administration Committee meeting 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 Russ Powers
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) February 3, 2022 (Item 4.1)

(Ferguson/VanderBeek)

That the Minutes of the February 3, 2022 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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

(d) CONSENT ITEMS (Item 7)

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

(Powers/Ferguson)

That the November 25, 2021 minutes of the Women and Gender Equity 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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

(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)

(Ferguson/VanderBeek)

(a) That the Closed Session Minutes of the February 3, 2022 Audit, Finance and Administration Committee meeting, be approved as presented; and,

- (b) That the Closed Session Minutes of the February 3, 2022 Audit, Finance and Administration Committee meeting, remain confidential.

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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

(f) ADJOURNMENT (Item 15)

(Johnson/Ferguson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:04 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 Russ Powers
YES - Ward 1 Councillor Maureen Wilson

Respectfully submitted,

Councillor Pearson, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk