



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 22-017

9:30 a.m.
December 1, 2022
Council Chambers
Hamilton City Hall

Present: Councillors C. Kroetsch (Chair), T. Hwang (Vice-Chair), J. Beattie, B. Clark, M. Tadeson, A. Wilson and M. Wilson

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Appointment of Committee Chair and Vice-Chair for 2022 - 2023 (Item 1.1)

(Hwang/Kroetsch)

- (a) That Councillor Cameron Kroetsch be appointed as Chair of the Audit, Finance & Administration Committee for 2022 - 2023.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 4 Councillor Tammy Hwang
 NOT PRESENT - Ward 9 Councillor Brad Clark
 YES - Ward 10 Councillor Jeff Beattie
 YES - Ward 11 Councillor Mark Tadeson
 YES - Ward 13 Councillor Alex Wilson

(M. Wilson/A. Wilson)

- (b) That Councillor Tammy Hwang be appointed as Vice-Chair of the Audit, Finance & Administration Committee for 2022 - 2023.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 4 Councillor Tammy Hwang
 NOT PRESENT - Ward 9 Councillor Brad Clark
 YES - Ward 10 Councillor Jeff Beattie
 YES - Ward 11 Councillor Mark Tadeson
 YES - Ward 13 Councillor Alex Wilson

2. 2022 City Enrichment Fund Status Update (GRA22003) (City Wide) (Item 8.1)

(A. Wilson/Hwang)

That Report GRA22003 respecting the 2022 City Enrichment Fund Status Update, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

3. Office of the City Auditor - Overview (AUD22008) (City Wide) (Item 8.2)

(A. Wilson/Tadeson)

That Report AUD22008 respecting Office of the City Auditor - Overview, be received.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

4. 2022 Third Quarter Emergency and Non-competitive Procurements Report (FCS22046(b)) (City Wide) (Item 9.1)

(Hwang/A. Wilson)

That Report FCS22046(b) respecting the 2022 Third Quarter Emergency and Non-competitive Procurements Report, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

5. 2022 Third Quarter Non-compliance with the Procurement Policy Report (FCS22047(b)) (City Wide) (Item 9.2)

(Hwang/Beattie)

That Report FCS22047(b) respecting the 2022 Third Quarter Non-compliance with the Procurement Policy Report, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

- YES - Ward 1 Councillor Maureen Wilson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson

6. 2022 Third Quarter Request for Tenders and Proposals Report (FCS22048(b)) (City Wide) (Item 9.3)

(A. Wilson/Tadeson)

That Report FCS22048(b) respecting the 2022 Third Quarter Request for Tenders and Proposals Report, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

- YES - Ward 1 Councillor Maureen Wilson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson

7. Hamilton Future Fund Governance Review and Reserve Strategy Update (FCS22045(a)) (City Wide) (Item 9.4)

(A. Wilson/Hwang)

That Report FCS22048(b) respecting the Hamilton Future Fund Governance Review and Reserve Strategy Update, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

- YES - Ward 1 Councillor Maureen Wilson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 10 Councillor Jeff Beattie

YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

8. Citizen Committee Report - Women and Gender Equity Advisory Committee - Developing an Immediate Winter Housing Strategy (Item 10.1)

(A. Wilson/Tadeson)

That Citizen Committee Report from the Women and Gender Equity Advisory Committee respecting Developing an Immediate Winter Housing Strategy, be referred to Healthy and Safe Communities Staff for a report back to the January 19, 2023 Emergency and Community Services Committee meeting.

Result: Motion CARRIED by a vote of 5 to 1, as follows:

NO - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

9. Citizen Committee Report - Women and Gender Equity Advisory Committee - Inclusionary Zoning Along the LRT Corridor (Item 10.2)

(Hwang/A. Wilson)

That Citizen Committee Report from the Women and Gender Equity Advisory Committee respecting Inclusionary Zoning Along the LRT Corridor, be referred to the Light Rail Transit Sub-Committee for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

10. Citizen Committee Report - Women and Gender Equity Advisory Committee - Updated Terms of Reference (Item 10.3)

(Hwang/Tadeson)

That the Terms of Reference for the Hamilton Women and Gender Equity Advisory Committee, be updated to include the following in their Strategic Objectives:

- (a) That the committee identify the needs of women, trans and nonbinary individuals in the community and evaluate requests for support in collaboration with stakeholders working with equity seeking groups within the City of Hamilton.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

11. 2022 External Audit Services 1 Year Contract Extension (FCS22068(a)) (City Wide) (Item 10.4)

(A. Wilson/Beattie)

- (a) That Council approve a single source procurement, pursuant to Procurement Policy #11 – Non-competitive Procurements, for a one-year contract extension to Contract C12-12-11 for External Audit Services for fiscal year end 2022 for the City of Hamilton (City) and its Consolidated Entities; and,
- (b) That the General Manager, Finance and Corporate Services Department be authorized to execute an amendment(s) to the City’s existing agreement and any ancillary documents required to give effect thereto with KPMG LLP, in a form satisfactory to the City Solicitor.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

12. 2023 City Enrichment Fund (CEF) Advance Payments (GRA22004) (City Wide) (Item 10.5)

(A. Wilson/Beattie)

- (a) That effective Jan 1, 2023, an advance of funds be provided to the organizations specified in the attached Appendix “A” to Report GRA22004; and,

- (b) That any outstanding arrears due to the City of Hamilton by the organizations (as shown in the attached Appendix "A" to Report GRA22004) be first applied against the approved grant funding, including advances until the debt is satisfied, prior to that organization receiving the balance of any approved payment.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

13. Update: Investigate Potential Matching Funding Opportunities (GRA22001(a)) (City Wide) (Item 10.6)

(A. Wilson/Hwang)

That Report GRA22001(a) respecting Update: Investigate Potential Matching Funding Opportunities, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

14. Indigenous Advisory Committee 2023 Budget Request (HSC22058) (City Wide) (Item 10.7)

(A. Wilson/Hwang)

That the Indigenous Advisory Committee base budget submission attached as Appendix "A" to Report HSC22058 in the amount of \$3,552, be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 10 Councillor Jeff Beattie

YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

15. Information Technology Cyber Security Program (FCS22088) (City Wide) (Item 10.8)

(A. Wilson/Tadeson)

(a) That Council authorize Information Technology Services (IT) staff to single source a third-party consultant, pursuant to Section 4.11 – Procurement Policy #11 – Non-competitive Procurements to engage CIMA to address the needs outlined in the Information Technology Cyber Security Program; and,

(b) *That the General Manager, Finance and Corporate Services Department, be authorized to negotiate, enter into and execute any agreement and any ancillary documents required to give effect thereto with CIMA, in a form satisfactory to the City Solicitor.*

Result: Main Motion, As Amended CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

16. City Auditor Reporting of Serious Matters to Council (Case #58061 Taxi Scrips) (AUD22009) (City Wide) (Item 10.9)

(A. Wilson/Tadeson)

That Report AUD22009, respecting City Auditor Reporting of Serious Matters to Council (Case #58061 Taxi Scrips), be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

NOT PRESENT - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

17. 1770 Fiddler's Green Road, Ancaster, Water Account Credit Adjustment (FCS22086) (Ward 12) (Item 10.10)

(Beattie/Hwang)

That the General Manager, Finance and Corporate Services, be authorized to direct Alectra Utilities to credit account number 3675091300 and service address of 1770 Fiddler's Green Road, Ancaster, pertaining to water charges for a total amount of \$440,741.42.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

NOT PRESENT - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

18. In-House Bid for Utility Billing Contact Centre Services Request of Proposal (RFP) (FCS21082(c)) (City Wide) (Item 10.11)

(Hwang/Beattie)

That the General Manager, Finance and Corporate Services, be authorized and directed to establish an in-house bid team for the Utility Billing Contact Centre Services to prepare and submit a bid to the Request for Proposals (RFP) as outlined in the City's Procurement Policy #22 – In-House Bid Submission.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

19. Policy #11 Credit and Debit Payment Processing (FCS22063) (City Wide) (Item 10.12)

(Beattie/A. Wilson)

- (a) That Council approve the single source procurement, pursuant to Procurement Policy By-law 20-205 amended, Policy #11, Non-competitive Procurements, for credit and debit payment services until February 28, 2026;
- (b) That the General Manager, Corporate Services Department, be authorized to negotiate, enter into and execute a contract or amendment(s) to the City's existing agreement and any ancillary documents required to give

effect thereto with Moneris Solutions Corporation, in a form satisfactory to the City Solicitor; and,

- (c) That staff be directed to issue a competitive procurement process for a vendor to provide credit and debit payment processing in 2023.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

20. 2023 Temporary Borrowing and Interim Tax Levy By-laws (FCS22080) (City Wide) (Item 10.13)

(Hwang/Beattie)

- (a) That Appendix "A" attached to Report FCS22080, "By-law to Authorize the Temporary Borrowing of Monies to Meet Current Expenditures Pending Receipt of Current Revenues for 2023", be passed; and,
- (b) That Appendix "B" attached to Report FCS22080, "By-law to Authorize an Interim Tax Levy for 2023", be passed.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
NOT PRESENT - Ward 13 Councillor Alex Wilson

21. Capital Project Closing Report as at June 30, 2022 (FCS22079) (City Wide) (Item 10.14)

(M. Wilson/Tadeson)

- (a) That the General Manager, Finance and Corporate Services, be authorized to transfer a net amount of \$574,953 to the Unallocated Capital Levy Reserve (108020) and a net draw \$13,393 from other reserves as outlined in Appendix "A" to Report FCS22079;

- (b) That the General Manager, Finance and Corporate Services, be directed to close the completed and / or cancelled capital projects listed in Appendix “B” to Report FCS22079 in accordance with the Capital Projects Closing and Monitoring Policy;
- (c) That Appendix “C” to Report FCS22079, Capital Projects Budget Appropriations for the period covering January 1, 2022 through June 30, 2022, be received as information;
- (d) That Appendix “D” to Report FCS22079 Capital Projects Budget Appropriations of \$250,000 or greater and Capital Project Reserve Funding Requiring Council Approval, be approved;
- (e) That Appendix “E” to Report FCS22079 Capital Projects Requiring a Budget Adjustment, be approved; and,
- (f) That the amended financing plan related to the Increase in Capital Project Expenses Report, initially approved through Report FCS20067, outlined in Appendix “F” to Report FCS22079, be approved.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
NOT PRESENT - Ward 13 Councillor Alex Wilson

**22. Capital Projects Status Report as of June 30, 2022 (FCS22089) (City Wide)
(Item 10.15)**

(Hwang/Tadeson)

- (a) That Appendix “A” attached to Report FCS22089 respecting Capital Projects Status Report – Tax Supported, as of June 30, 2022, be received;
- (b) That Appendix “B” attached to Report FCS22089 respecting Capital Projects Status Report – Rate Supported, as of June 30, 2022, be received; and,
- (c) That Confidential Appendix “C” attached to Report FCS22089 respecting Capital Projects Status Report as of June 30, 2022, be received and remain confidential.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch

YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

23. Tax and Rate Operating Budgets Variance Report as at August 31, 2022 – Budget Control Policy Transfers (FCS22042(a)) (City Wide) (Item 10.16)

(M. Wilson/Hwang)

- (a) That the Tax and Rate Operating Budgets Variance Report, as at August 31, 2022, attached as Appendices “A” and “B”, respectively, to Report FCS22042(a), be received;
- (b) That the City of Hamilton continue to participate in efforts with other municipalities seeking financial support from senior levels of government for the unfunded financial pressures of the COVID-19 pandemic response and recovery;
- (c) That, in accordance with the “Budgeted Complement Control Policy”, the 2022 complement transfer transferring complement from one department / division to another with no impact on the levy, as outlined in Appendix “C” to Report FCS22042(a), be approved;
- (d) That, in accordance with the “Budgeted Complement Control Policy”, the extensions of temporary positions with 24-month terms or greater, with no impact on the levy, as outlined in Appendix “D” to Report FCS22042(a), be approved;
- (e) That, in accordance with the “Budget Control Policy”, the 2022 budget transfers from one department / division to another with no impact on the property tax levy, as outlined in Appendix “E” to Report FCS22042(a), be approved; and,
- (f) That the complement addition with no impact on the net levy, attached as Appendix “G” to Report FCS22042(a), for which the General Manager of Planning and Economic Development has delegated authority for approval, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie

YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

24. Development Charge Demolition Charge Credit Extension for 708 Rymal Road East, Hamilton, Ontario (Item 11.1)

(Clark/Beattie)

WHEREAS, on August 12, 2022 Council authorized staff to issue a demolition permit for 708 Rymal Road East, Hamilton, Ontario, L8W 1B3, pursuant to Section 33 of the Planning Act, as amended, without having to comply with the conditions of Sub-section 6.(a) of Demolition Control Area By-law 22-101;

WHEREAS, the City Development Charge Demolition Credit expires 5 years from the date of issuance of the demolition permit; and,

WHEREAS, the development of the applicant's lands cannot proceed until servicing is available, which is dependent on the timing of adjacent lands, which is outside of the control of the applicant;

WHEREAS, Education Development Charges are not within Municipal Authority and therefore Education Development Charge Demolition Credits cannot be extended by Council;

THEREFORE, BE IT RESOLVED:

- (a) That staff be authorized to extend the City Development Charge Demolition Credit at 708 Rymal Road East, Hamilton, Ontario, L8W 1B3 such that it expires 5 years after all the downstream servicing (storm, sanitary sewers & watermains) within the Sandrina Gardens development, connecting to the existing services on Terni Blvd., have been constructed and operational to the satisfaction of the City. Specifically, the 5 year limit would commence at the time of "acceptance of services" by the City in accordance with the Subdivision Agreement for Sandrina Gardens development; and,
- (b) That any foregone City Development Charge revenue related to the extension of City Development Charge Demolition Credits at 708 Rymal Road East, Hamilton, Ontario L8W 1B3, estimated at \$58,500 as at September 18, 2022 be funded through the Waterworks Capital Reserve (108015), the Sanitary Sewer Reserve (108005), the Storm Sewer Reserve (108010) and the Unallocated Capital (108020); at \$5,564, \$11,046, \$12,212 and \$29,678 respectively.

Result: Motion CARRIED by a vote of 6 to 1, as follows:

YES - Ward 1 Councillor Maureen Wilson
NO - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie

YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

FOR INFORMATION:

(a) APPOINTMENT OF COMMITTEE CHAIR AND VICE-CHAIR FOR 2022 – 2023 (Item 1)

Councillor T. Hwang nominated Councillor C. Kroetsch as Chair to the Audit, Finance and Administration Committee for 2022 - 2023.

Councillor M. Wilson nominated Councillor T. Hwang as Vice-Chair to the Audit, Finance and Administration Committee for 2022 - 2023.

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

(b) CHANGES TO THE AGENDA (Item 2)

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

11. MOTIONS - DEFERRED

11.1 Development Charge Demolition Charge Credit Extension for 708 Rymal Road East, Hamilton, Ontario (Item 11.1)

As Councillor Brad Clark was not able to be in attendance, he requested his motion be deferred to the January 19, 2022 meeting of the Audit, Finance and Administration Committee.

(Tadeson/Hwang)

That the agenda for the December 1, 2022 Audit, Finance and Administration Committee meeting be approved, ***as amended***.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(c) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) September 22, 2022 (Item 4.1)

(M. Wilson/Beattie)

That the Minutes of the September 22, 2022 meeting of the Audit, Finance and Administration Committee be approved, as presented.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(e) DELEGATION REQUEST (Item 6)

(i) Patricia Ford, WCC 128 at 860 Rymal Rd. E., respecting a water service line leak (For a future meeting) (Item 6.1)

(Hwang/Beattie)

That the delegation request from Patricia Ford, WCC 128 at 860 Rymal Rd. E., respecting a water service line leak, be approved for a future meeting.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(f) PRESENTATIONS (Item 8)

(i) 2022 City Enrichment Fund Status Update (GRA22003) (City Wide) (Item 8.1)

Morgan Stahl, Director of Government Relations & Community Engagement and Mimi John, Grants and Strategic Partnerships Coordinator addressed the Committee with a presentation on the 2022 City Enrichment Fund Status Update.

(A. Wilson/Tadeson)

That the staff presentation respecting the 2022 City Enrichment Fund Status Update, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For disposition of this item, refer to Item 2.

(Tadeson/A. Wilson)

That all Discussion Items (Item 10) be moved up on the agenda to immediately follow Presentations (Item 8), to allow for the Chair of the Women and Gender Equity Advisory Committee to be present during the discussion of Women and Gender Equity Advisory Committee items.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(ii) Office of the City Auditor - Overview (AUD22008) (City Wide) (Item 8.2)

Charles Brown, City Auditor addressed the Committee with a presentation on the Office of the City Auditor - Overview.

(A. Wilson/Tadeson)

That the staff presentation respecting the Office of the City Auditor - Overview, be received.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For disposition of this item, refer to Item 3.

**(iii) Hamilton Women and Gender Equity Committee Annual Report 2022
(Item 8.3)**

Deanna Allain, Chair of the Hamilton Women and Gender Equity Committee addressed the Committee with a presentation on the Hamilton Women and Gender Equity Committee Annual Report 2022

(A. Wilson/Hwang)

That the presentation respecting the Hamilton Women and Gender Equity Committee Annual Report 2022, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(Kroetsch/Hwang)

That staff be directed to attend each Advisory Committee during one of their regular meetings to obtain feedback and recommendations on the new Code of Conduct (in effect May 1, 2023) and report back to the Audit, Finance and Administration Committee.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(g) DISCUSSION ITEMS (Item 10)

(i) Information Technology Cyber Security Program (FCS22088) (City Wide) (Item 10.8)

(A. Wilson/Tadeson)

(a) That Council authorize Information Technology Services (IT) staff to single source a third-party consultant, pursuant to Section 4.11 – Procurement Policy #11 – Non-competitive Procurements to engage

CIMA to address the needs outlined in the Information Technology Cyber Security Program.

(Hwang/A. Wilson)

That Report FCS22088, respecting Information Technology Cyber Security Program, **be amended** by adding sub-section (b) as follows:

- (b) That the General Manager, Finance and Corporate Services Department, be authorized to negotiate, enter into and execute any agreement and any ancillary documents required to give effect thereto with CIMA, in a form satisfactory to the City Solicitor.**

Result: Amendment CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
NOT PRESENT - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For further disposition of this matter, refer to Item 15.

(h) MOTIONS (Item 11)

- (i) Development Charge Demolition Charge Credit Extension for 708 Rymal Road East, Hamilton, Ontario (Item 11.1)**

As Councillor Clark was in attendance for his motion, the motion was on the floor at this meeting.

For disposition of this matter, refer to Item 24.

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

(Hwang/Tadeson)

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

- (a) Items Considered Complete and Needing to be Removed: (Item 13.1(a)):**

Fraud and Waste Annual Report (AUD21011) (City Wide) (Item 8.1)
That the Senior Leadership Team consider revising the process for disclosure and mitigation of Conflicts of Interest as required per the Code of Conduct for Employees and report back to AF&A.

OBL Item: 21-P

Added: November 18, 2022 - at AF&A (Item 8.1)

Completed: September 9, 2022 - at Governance (Item 7.1)

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(j) ADJOURNMENT (Item 15)

(Hwang/Tadeson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 1:01 p.m.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

Respectfully submitted,

Councillor Cameron Kroetsch, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk