



**AUDIT, FINANCE AND ADMINISTRATION COMMITTEE  
REPORT 23-009  
9:30 a.m.  
June 1, 2023  
Council Chambers  
Hamilton City Hall**

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

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**THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 23-009 AND RESPECTFULLY RECOMMENDS:**

- 1. Limiting or Prohibiting the Acceptance of Gifts in the Code of Conduct for Employees and the Council Code of Conduct (Item 9.4)**
  - (a) That Human Resources staff be directed to conduct a review of the Codes of Conduct for employees at other municipalities and report back to the Audit, Finance and Administration Committee with recommendations respecting limiting or prohibiting the accepting of gifts for employees; and
  - (b) That the City Clerk be directed to coordinate a review of the Council Codes of Conduct at other municipalities and report back to Audit, Finance and Administration Committee with recommendations respecting limiting or prohibiting the accepting of gifts for elected officials.
  
- 2. Consent Items (Item 9)**

That the following Consent Items be received:

  - (a) Utility Billing Transition Program Update (FCS21082(e)) (City Wide) (Item 9.2)
  - (b) Parkland Dedication Reserve Report as of December 31, 2022 (FCS23041) (City Wide) (Item 9.3)
  - (c) Amendment to Code of Conduct Policy (HUR23009) (City Wide) (Item 9.4)

**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 May 18, 2023 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) May 18, 2023 (Item 4.1)**

The Minutes of the May 18, 2023 meeting of the Audit, Finance and Administration Committee, was approved, as presented.

**(e) CONSENT ITEMS (Item 9)**

**(i) Hamilton Women and Gender Equity Committee - No Quorum Notes, May 4, 2023 (Item 9.1)**

The Hamilton Women and Gender Equity Committee - No Quorum Notes, May 4, 2023, were received.

**(f) PRIVATE AND CONFIDENTIAL (Item 14)**

**(i) Closed Minutes - May 18, 2023 (Item 14.1)**

The Closed Session Minutes of the May 18, 2023 meeting of the Audit, Finance and Administration Committee, were approved and shall remain confidential.

**(g) ADJOURNMENT (Item 15)**

There being no further business, the Audit, Finance and Administration Committee, was adjourned at 11:58 a.m.

Respectfully submitted,

Councillor Cameron Kroetsch, Chair  
Audit, Finance and Administration  
Committee

Tamara Bates  
Legislative Coordinator

Office of the City Clerk