



## AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 24-003

9:30 a.m.  
February 8, 2024  
Council Chambers  
Hamilton City Hall

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

**Absent with**

**Regrets:** Councillor C. Kroetsch – City Business

### THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 24-003 AND RESPECTFULLY RECOMMENDS:

**1. 2023 City of Hamilton External Audit Planning Report (FCS24009) (City Wide) (Item 8.1)**

That Report FCS24009, respecting 2023 City of Hamilton External Audit Planning Report, be received.

**2. CONSENT ITEMS (Items 9.1-9.5)**

That the following Consent Items, be received:

- (a) 2023 Third Quarter Emergency and Non-competitive Procurements Report - FCS23019(b) (City Wide) (Item 9.1)
- (b) 2023 Third Quarter Non-compliance with the Procurement Policy Report – FCS23020(b) (City Wide) (Item 9.2)
- (c) 2023 Third Quarter Request for Tenders and Proposals Report – FCS23021(b) (City Wide) (Item 9.3)
- (d) Water Leak Protection Program Update (FCS21087(b)) (City Wide) (Item 9.4)
- (e) Hamilton Street Railway Pension Plan Valuation at January 1, 2023 (FCS24010) (City Wide) (Item 9.5)

**3. Single Source Procurement of Gartner Canada Co. Technology Services Data Leaders Module (FCS24013) (City Wide) (Item 10.1)**

That the General Manager of Corporate Services or designate be directed to negotiate a single year Single Source Agreement; prepare the necessary documents satisfactory to the City of Hamilton (City) Solicitor; and enter into an Agreement for subscription services for the Data Leader modules from Gartner Canada Co. (Gartner).

**FOR INFORMATION:**

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

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

**9. CONSENT ITEMS**

9.1(a) 2023 Third Quarter Emergency and Non-competitive Procurements Report - FCS23019(b) (City Wide) –  
***CORRECT REPORT AND APPENDIX A PUBLISHED***

The agenda for the February 8, 2024 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) Approval of Minutes of the Previous Meeting (Item 4.1)**

The following Minutes, were approved, as presented:

- (1) January 18, 2024 (Item 4.1)
- (2) January 29, 2024 - Education Development Charges Hearing (Item 4.2)

**(d) DELEGATION REQUESTS (Item 6)**

The Delegation Request from Michelle Diplock, West End Home Builders Association, respecting Development Charges, was approved for a future meeting.

**(e) DELEGATIONS (Item 7)**

- (i) Zachary Bobolo, HTowing, respecting Towing contract (approved January 18, 2024) (Item 7.1)**

Zachary Bobolo, HTowing, was not in attendance when called upon.

- (ii) Adeyinka taiwo-Fasegha, respecting water bill issue (approved January 18, 2024) (Item 7.2)**

Adeyinka taiwo-Fasegha, addressed Committee respecting water bill issue with the aid of a handout.

- (iii) Staff Supporting Documentation respecting Adeyinka taiwo-Fasegha, respecting water bill issue (Item 7.2(a))**

(a) The Delegation from Adeyinka taiwo-Fasegha, respecting water bill issue, was received; and

(b) The Staff Supporting Documentation respecting Adeyinka taiwo-Fasegha, respecting water bill issue, was received.

**(f) STAFF PRESENTATIONS (Item 8)**

- (i) 2023 City of Hamilton External Audit Planning Report (FCS24009) (City Wide) (Item 8.1)**

Paul Ciapanna, KPMG, addressed Committee respecting the 2023 City of Hamilton External Audit Planning Report, with the aid of a presentation.

The presentation from Paul Ciapanna, KPMG, respecting the 2023 City of Hamilton External Audit Planning Report, was received.

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

**(g) DELEGATIONS (Item 7) (Continued)**

- (iv) Staff Supporting Documentation, respecting Zachary Bobolo, HTowing, respecting Towing contract (Item 7.1(a))**

The Staff Supporting Documentation, respecting Zachary Bobolo, HTowing, respecting Towing contract, was received.

**(h) ADJOURNMENT (Item 15)**

There being no further business, the Audit, Finance and Administration Committee, was adjourned at 11:03 a.m.

Respectfully submitted,

Councillor Tammy Hwang, Chair  
Audit, Finance and Administration  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk