



## AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 24-013

9:30 a.m.  
July 11, 2024  
Council Chambers  
Hamilton City Hall

**Present:** Councillors T. Hwang (Chair), M. Spadafora, C. Kroetsch, M. Tadeson, and A. Wilson

**Absent with**

**Regrets:** Councillors J. Beattie, B. Clark, and M. Wilson – Personal

### THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

**1. Parkland Dedication Reserve Status Report as of December 31, 2023 (FCS24006) (City Wide) (Item 9.1)**

**(Spadafora/A. Wilson)**

That Report FCS24006, respecting Parkland Dedication Reserve Status Report as of December 31, 2023, be received.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
 YES - Ward 2 Councillor Cameron Kroetsch  
 YES - Ward 4 Councillor Tammy Hwang  
 ABSENT - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 10 Councillor Jeff Beattie  
 YES - Ward 11 Councillor Mark Tadeson  
 YES - Ward 13 Councillor Alex Wilson  
 YES – CHAIR - Ward 14 Councillor Mike Spadafora

**2. Proposed Amendments to By-law 12-094 – To Transition to the Canadian Overnight Repo Rate Average (CORRA) (FCS11079(b)) (City Wide) (Item 10.1)**

**(A. Wilson/Spadafora)**

That the draft By-law “To Amend By-law No. 12-094, being a By-law to authorize the borrowing of monies by way of bank loans in the principal amounts of \$38,000,000 and \$14,740,000”, attached as Appendix “A” to Report FCS11079(b),

which has been prepared in a form satisfactory to the City Solicitor, be approved and enacted by Council.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

**3. Extension of Contract C12-13-21 Professional and Consultant Services Roster (FCS24038) (City Wide) (Item 10.2)**

**(Spadafora/A. Wilson)**

- (a) That Council approve a six-month extension of Contract C12-13-21, Professional and Consultant Services Roster, ending June 30, 2025, with the option to further extend an additional six months, ending December 31, 2025 at the discretion of the City Manager, the General Manager, Public Works Department and the General Manager, Planning and Economic Development Department;
- (b) That the Director of Procurement be authorized to negotiate a 2% increase in hourly rates and enter into and execute any amending agreement or documents required to give effect thereto with Rostered Candidates, in a form satisfactory to the City Solicitor; and
- (c) That any cost increase associated with amendments to the existing agreements be included in the 2025 budget.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

**4. Grants Sub-Committee Report 24-003 (July 3, 2024) (Item 10.3)**

**(Spadafora/Tadeson)**

- (a) **City Enrichment Fund – Digital Pilot Program (GRA24003) (City Wide) (Item 5.1)**

- (i) That the two-year Digital Pilot Program of the City Enrichment Fund, launched in 2022, with the objective to support organizations, events and activities that increase efforts to achieve digital equity, promote digital inclusion and spur greater adoption of broadband amongst underserved populations, be established within the City Enrichment Fund as a permanent component of the program;
- (ii) That funding for this initiative be referred to the 2025 budget cycle in the amount of \$100,000; and,
- (iii) That the item respecting the City Enrichment Fund - Digital Pilot Program be removed from the outstanding business list.

**(b) City Enrichment Fund 2025 Program Updates and Improvements (GRA24004) (City Wide) (Item 7.1)**

- (i) That a multi-year funding process, which focuses on returning programs, be established within the City Enrichment Fund as a 3-year pilot, with the ability to evaluate the success of this process thereafter;
- (ii) That the City Enrichment Fund adopt a sector based funding approach that supports funding models that are responsive to the unique needs of each program area, beginning with the 2025 funding cycle;
- (iii) That the Director of Government Relations and Community Engagement (or their delegate or as may be appointed by the City Manager to administer the City Enrichment Fund) be delegated the authority to create and amend all City Enrichment Fund forms, guidelines and policies program areas, including but not limited to, development and amendment of application forms, declarations, reporting requirements, auditing practices, determining eligibility criteria and funding streams, and shall report changes annually to the Grants Sub-Committee;
- (iv) That the Director be delegated the authority to execute any and all agreements, including any amendments and/or ancillary documents on behalf of the City in relation to the approved grants under the City Enrichment Fund, provided the documents comply with: all City policies and procedures, approved budgets and is a form satisfactory to the City Solicitor, and;
- (v) That Item (c) on the Grants Sub-Committee Outstanding Business List respecting "That staff be directed to review the (CEF) fund's current overall funding guidelines, program stream guidelines, related funding caps and report back to the Grants Sub-Committee with recommendations to ensure the fund is evolving with the needs of community" in advance of the 2025 intake" be identified as completed and removed from the outstanding business list.

**(c) City Enrichment Fund – Appeals Process (GRA24002(a)) (City Wide)  
(Item 7.2)**

- (i) That, the 2024 City Enrichment Fund Bridge Funding Process (as outlined in the attached **Appendix “A” to Grants Sub-Committee Report 24-003**), be approved;
- (ii) That, the 2024 City Enrichment Fund Appeals Process (as outlined in the attached **Appendix “B” to Grants Sub-Committee Report 24-003**), be approved, and that staff be directed to report back on the permanency of an appeals process to the Grants Sub-Committee in advance of the 2025 recommendations;
- (iii) That the Director of Government Relations and Community Engagement ((or their delegate or as appointed by the City Manager) (the “Director”) be delegated the authority to approve and execute any and all agreements, amendments and/or ancillary documents on behalf of the City in relation to the one-time 2024 Bridge funding process outlined in Appendix “A” attached to **Grants Sub-Committee Report 24-003**, and one-time 2024 Appeal funding process outlined in Appendix “B” attached to **Grants Sub-Committee Report 24-003**, provided the documents comply with: all City policies and procedures, and is in a form satisfactory to the City Solicitor;
- (iv) That, the City Enrichment Fund Bridge Funding Process be funded one-time from the City Enrichment Fund Reserve #112230, and where additional funds are required from first from the Tax Stabilization Reserve 110046, up to a total combined maximum of \$418,016, be approved; and,
- (v) That, the City Enrichment Fund Appeals Process be funded one-time from the Tax Stabilization Reserve (110046), up to a total maximum of \$50,000, be approved.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

**FOR INFORMATION:**

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

The Committee Clerk advised there were no changes to the agenda:

**(Spadafora/Kroetsch)**

That the agenda for the July 11, 2024 Audit, Finance and Administration Committee meeting, be approved, as presented.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

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

There were no declarations of interest.

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

**(i) Approval of Minute of Previous Meetings (Item 4.1)**

**(Spadafora/Kroetsch)**

That the Minutes of June 20, 2024, be approved, as presented.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

**(d) DELEGATIONS (Item 7)**

**(i) Bozica Sajatovic, respecting partial payment of taxes without an extension agreement in tax arrears certificate cancellation (approved June 20, 2024) (Item 7.1)**

Bozica Sajatovic, addressed Committee respecting partial payment of taxes without an extension agreement in tax arrears certificate cancellation, with the aid of a presentation.

**(Spadafora/Tadeson)**

That the delegation from Bozica Sajatovic, respecting partial payment of taxes without an extension agreement in tax arrears certificate cancellation, be received.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

**(e) ADJOURNMENT (Item 15)**

**(Spadafora/Tadeson)**

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:06 a.m.

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

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
ABSENT - Ward 9 Councillor Brad Clark  
ABSENT - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
YES - CHAIR - Ward 14 Councillor Mike Spadafora

Respectfully submitted,

Councillor Tammy Hwang, Chair  
Audit, Finance and Administration  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk