



## AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 24-015

9:30 a.m.

September 5, 2024

Council Chambers

Hamilton City Hall

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

**Absent with**

**Regrets:** Councillor M. Spadafora – Personal

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

#### 1. CONSENT ITEMS (Items 9.1-9.3)

**(Tadeson/Kroetsch)**

That the following Consent Items, be received:

- (a) Annual Employee Absence Report 2023 (HUR24005) (City Wide) (Item 9.1)
- (b) Community Benefits Charges Reserve Status Report as of December 31, 2023 (FCS24007) (City Wide) (Item 9.2)
- (c) Development Charges Reserves Status Report as of December 31, 2023 (FCS24043) (City Wide) (Item 9.3)

**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 - CHAIR - 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  
 ABSENT - Ward 14 Councillor Mike Spadafora

#### 2. Development Agreement Surety Bonds (FCS21056(b)) (City Wide) (Outstanding Business List Item) (Item 10.1)

**(Kroetsch/A. Wilson)**

- (a) That the Development Agreement Surety Bond Policy (FPAP-DA-001) and the accompanying Development Agreement Surety Bond Language Template, attached as Appendix "A" to Report FCS21056(b), be amended as identified;
- (b) That staff be directed to allow developments which provided security prior to June 9, 2021, currently secured with a letter of credit or cash security, to replace the existing security with a surety bond, provided:
  - (i) The applicant submits an application form (Appendix "B") and a non-refundable application fee;
  - (ii) The applicant agrees to pay any third-party costs related to the approval of the application (e.g., legal fees, registration fee, title search);
  - (iii) The application is subject to joint approval by the General Manager of Planning and Economic Development (or designate) and the City Solicitor (or designate);
- (c) That the application fee applicable to allow developments currently secured with a letter of credit or cash security which provided security prior to June 9, 2021, to replace the existing security with a surety bond be:
  - (i) Established as \$300 for the 2024 calendar year;
  - (ii) Referred to the annual user fee by-law for 2025 and future years;
  - (iii) Credited to the Development Engineering Administration (45408 812015).

**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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

**3. Fencing at 42 Mary Street (Ontario Aboriginal Housing Services) (Ward 2) (Item 11.1)**

**(Kroetsch/A. Wilson)**

WHEREAS, the management of 42 Mary Street was transferred from the City of Hamilton in partnership with Urban Native Homes to Ontario Aboriginal Housing Services in 2016;

WHEREAS, Ontario Aboriginal Housing Services receives financial support from the City of Hamilton through the Commercial Rent Supplement Program;

WHEREAS, Ontario Aboriginal Housing Services, as an affordable housing provider, does not have sufficient funding to take on emerging capital improvements;

WHEREAS, residents at 42 Mary Street have an outdoor seating area for gathering at the corner of Mary Street and King William Street;

WHEREAS, the outdoor seating area is frequently used as a shortcut, which makes it difficult for residents to enjoy;

WHEREAS, Ontario Aboriginal Housing Services hired Davis Fences to provide a quote to install a fence along the property line at 42 Mary Street, which was quoted at \$15,243.70, inclusive of HST.

THEREFORE, BE IT RESOLVED

- (a) That costs associated with installing a fence at 42 Mary Street be funded from the Ward 2 Special Capital Reinvestment Reserve 108052 at an upset limit, including contingency, not to exceed \$16,000; and
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions 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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

**4. Financial Support for CityHousing Hamilton Capital Projects (Ward 2) (Item 11.2)**

**(Kroetsch/Hwang)**

WHEREAS, CityHousing Hamilton (CHH) does not have sufficient funding to take on emerging capital updates and repairs to their many buildings in Ward 2;

WHEREAS, CityHousing Hamilton owns the following properties in Ward 2:

- (i) 95 Hess Street South, a 291-unit singles building built in 1968;
- (ii) 181 Jackson Street West, a 265-unit singles building built in 1968;

- (iii) 206 Jackson Street East. a 30-unit mixed singles/family building built in 1974;
- (iv) 226 Rebecca Street, a 199-unit seniors building built in 1971;
- (v) 55 Hess Street South/181 Main Street West, a commercial mall and office space connecting 200 Jackson Street West and 191 Main Street West, a 467-unit seniors complex built in 1973; and,
- (vi) 185 Jackson Street East, a 50-unit one and two bedroom building built in 1991

WHEREAS, CityHousing Hamilton recognizes that its tenants, both residential and commercial, deserve structural and cosmetic upgrades to improve the overall quality of life for all by promoting well-being, safety, and community engagement;

WHEREAS, CityHousing Hamilton staff obtained the following quotes and estimates for necessary capital updates and repairs:

- (i) Community Room flooring replacement at 226 Rebecca Street for \$12,311.35;
- (ii) Community Room upgrades at 226 Rebecca Street for \$24,916.37;
- (iii) Balcony and railing replacement at 181 Jackson Street West for \$500,000;
- (iv) Lobby floor replacement at 181 Jackson Street West for \$11,526.00;
- (v) Community garden upgrades at 181 Jackson Street West for \$12,062.75;
- (vi) Pigeon netting at 181 Jackson Street West and 95 Hess Street South for \$166,800;
- (vii) Metal out handrail replacement at 95 Hess Street South for \$1,506.04;
- (viii) Community Room floor replacement at 185 Jackson Street East for \$11,300;
- (ix) Hallway flooring replacement at 206 Jackson Street East for \$11,100;

THEREFORE, BE IT RESOLVED:

- (a) That the CityHousing Hamilton Capital Funding be funded from the Ward 2 Capital Re-Investment Reserve #108052 at an upset limit, including contingency, not to exceed \$850,000; and
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions 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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

**FOR INFORMATION:**

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

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

**6. DELEGATION REQUESTS**

6.1 Michelle Diplock, West End Home Builders' Association, respecting Development Agreement Surety Bonds (for today's meeting)

**(Tadeson/Kroetsch)**

That the agenda for the September 5, 2024 Audit, Finance and Administration Committee meeting, be approved, as amended.

**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 - CHAIR - 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  
ABSENT - 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 Minutes of Previous Meetings (Items 4.1-4.2)**

**(A. Wilson/Tadeson)**

That the following Minutes be approved, as presented:

- (1) July 11, 2024
- (2) August 21, 2024 (Special – Development Charges Hearing)

**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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

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

- (i) Michelle Diplock, West End Home Builders' Association, respecting Development Agreement Surety Bonds (for today's meeting) (Added Item 6.1)**

**(Tadeson/A. Wilson)**

That the Delegation Request from Michelle Diplock, West End Home Builders' Association, respecting Development Agreement Surety Bonds, be approved for today's meeting.

**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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

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

- (i) Michelle Diplock, West End Home Builders' Association, respecting Development Agreement Surety Bonds (for today's meeting) (Added Item 6.1)**

Michelle Diplock, West End Home Builders' Association, addressed Committee respecting Development Agreement Surety Bonds.

**(A. Wilson/Kroetsch)**

That the Delegation from Michelle Diplock, West End Home Builders' Association, respecting Development Agreement Surety Bonds, be received and referred to the consideration of Report FCS21056(b), respecting Development Agreement Surety Bonds (City Wide) (Outstanding Business List Item).

**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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

**(f) GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

**(i) Amendments to the Outstanding Business List (Item 13.1)**

**(A. Wilson/Beattie)**

That the following amendments to the Outstanding Business List, be approved:

(1) Items Requiring a New Due Date:

(a) Feasibility of a Bring Your Own Device Policy

Added: March 23, 2023

Current Due Date: January 1, 2024

New Due Date: March 31, 2025 (Q1 2025)

(2) Items Considered Completed and to be Removed:

(a) Development Agreement Surety Bonds (FCS21056(a)) (City Wide) (Outstanding Business List Item) - REVISED

Added: August 17, 2023

Addressed as Item 10.1 on today's agenda

(b) 2024 Development Charges Background Study and By-law Update - Open House Feedback (FCS23103(a))

Added: March 27, 2024

Addressed as Item 6.1 and 6.1(a) on the April 4, 2024 (Special) agenda

**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 - CHAIR - 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  
ABSENT - Ward 14 Councillor Mike Spadafora

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

**(Tadeson/M. Wilson)**

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 10:45 a.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 - CHAIR - 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  
ABSENT - 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