



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE

MINUTES AFA 25-005

9:30 a.m.

April 10, 2025

Council Chambers (Hybrid), City Hall, 2nd Floor

71 Main Street West, Hamilton, Ontario

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

Also

Present: Councillors C. Cassar and T. Jackson

1. CALL TO ORDER

Chair Spadafora called the meeting to order at 9:30 a.m.

2. CEREMONIAL ACTIVITIES

There were no ceremonial activities.

3. APPROVAL OF AGENDA

(Tadeson/Beattie)

That the agenda for the April 10, 2025, Audit, Finance and Administration Committee meeting, be approved, as presented.

CARRIED

4. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

(Hwang/M. Wilson)

That the Minutes of the March 20, 2025, meeting, be adopted, as presented.

CARRIED

6. DELEGATIONS

6.1 Mike Collins-Williams, West End Homebuilders' Association, respecting Item 7.2, FCS25016 – Development Charges Indexing (City Wide)

Mike Collins-Williams, West End Homebuilders' Association, addressed Committee respecting Item 7.2, FCS25016 – Development Charges Indexing (City Wide).

(Hwang/Beattie)

That the delegation from Mike Collins-Williams, West End Homebuilders' Association, respecting Item 7.2, FCS25016 – Development Charges Indexing (City Wide), be received.

CARRIED

7. ITEMS FOR INFORMATION

(Beattie/Hwang)

That the following Items for Information, be received:

**7.1 HUR25003
Annual Employee Absence Report 2024 (City Wide)**

**7.2 FCS25016
Development Charges Indexing (City Wide)**

7.2(a) Correspondence from West End Home Builders' Association, respecting Item 7.2, FCS25016 – Development Charges Indexing

CARRIED

8. ITEMS FOR CONSIDERATION

**8.1 AUD21004(b)
Cyber Security Follow Up Audit – Additional Public Disclosure (City Wide)**

(Hwang/Beattie)

That Report FCS25008 dated April 10, 2025, respecting Cyber Security Follow Up Audit – Additional Public Disclosure, be received for information.

Result: Motion CARRIED by a vote of 8 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
YES - CHAIR Ward 14 Councillor Mike Spadafora

8.2 FCS24008/HUR24002
Proposed Amendments to Fair Wage Policy and Fair Wage
Schedule (City Wide)

(a) (Kroetsch/A. Wilson)

That Report FCS24008/HUR24002, dated May 2, 2024, respecting Proposed Amendments to Fair Wage Policy and Fair Wage Schedule (City Wide), be received, and the following recommendations be approved:

- (a) That the Fair Wage Policy and Fair Wage Schedule, attached as Appendix "A" and Appendix "C" to Report FCS24008/HUR24002, be approved;
- (b) That staff be directed to automatically update the Fair Wage Schedule every two years, in a manner consistent with Report FCS24008/HUR24002;
- (c) That staff be directed to report back any updates to the Fair Wage Policy every four years to the Audit, Finance and Administration Committee for consideration; and
- (d) That Outstanding Business Item 23-H be considered complete and removed from the Audit, Finance and Administration Committee Outstanding Business List.

(b) (Kroetsch/A. Wilson)

That Report FCS24008/HUR24002, dated May 2, 2024, respecting Proposed Amendments to Fair Wage Policy and Fair Wage Schedule (City Wide), be received, for information.

Result: Motion CARRIED by a vote of 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

8.2(a) FCS24008(a)

Proposed Amendments to Fair Wage Policy and Fair Wage Schedule (City Wide) (Outstanding Business List)

(Kroetsch/A. Wilson)

That Report FCS24008(a), dated April 10, 2025, respecting Proposed Amendments to Fair Wage Policy and Fair Wage Schedule, be received, and the following recommendation be approved:

- (a) That the Fair Wage Policy and Fair Wage Schedule, attached as Appendix "A" and Appendix "B" to Report FCS24008(a) BE APPROVED.

Result: Motion CARRIED by a vote of 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

8.3 Amendments to the Outstanding Business List

(Hwang/Tadeson)

That the following Amendments to the Outstanding Business List be approved:

8.3(a) Items Considered Complete and Needing to be Removed:

8.3(a)(a) Cyber Security Follow Up Audit – Planning Summary (City Wide) (AUD21004(a))

Added: January 16, 2025

Addressed as Item 8.1 on today's agenda.

8.3(a)(b) Fair Wage Policy Review

Added: April 6, 2024

Addressed as Item 8.2 and 8.2(a) on today's agenda.

Result: Motion CARRIED by a vote of 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

9. MOTIONS

9.1 Financial Support for Art Gallery of Hamilton Humidifier Replacement (Ward 2)

(Kroetsch/Tadeson)

WHEREAS, a humidifier in a large gallery space at the Art Gallery of Hamilton is broken and urgently needs to be replaced as it is necessary for maintaining the required environment for the art in that space;

WHEREAS, the City of Hamilton owns 123 King Street West, the home of the Art Gallery of Hamilton, and many of its physical assets;

WHEREAS, the costs associated with this emergency need are significant and, as a non-profit arts-based organization, the Art Gallery of Hamilton does not have sufficient funding for emerging costs; and

WHEREAS, this replacement has been quoted by HTS London for a total of \$83,364.65.

THEREFORE, BE IT RESOLVED:

- (a) That costs associated with this humidifier replacement to Art Gallery of Hamilton be funded from the Ward 2 Capital Reinvestment Reserve #108052 at an upset limit, including contingency, not to exceed \$84,000; 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 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

9.2 A Crosswalk for Heroes (Ward 15)

The Motion respecting A Crosswalk for Heroes (Ward 15) was withdrawn.

9.3 Financial Support for Sky Dragon Cooperative Redevelopment (Ward 2)

(Kroetsch/M. Wilson)

WHEREAS, Sky Dragon Cooperative is a non-profit community development organization that was founded in 2002, incorporated in 2004, and developed into a multi-use community centre in downtown Hamilton in 2005;

WHEREAS, Sky Dragon Cooperative is dedicated to nurturing and developing community projects that are socially, ecologically, and economically sustainable;

WHEREAS, Sky Dragon Cooperative is undergoing a development project to install an elevator that will make the building fully accessible, add three affordable rental housing units, and provide four large, multi-use, accessible and affordable studio spaces for use by Hamilton-based artists, wellness practitioners, community groups, non-profits, and entrepreneurs;

WHEREAS, the costs associated with this development project are significant and, as a non-profit organization, Sky Dragon Cooperative does not have sufficient funding for emerging costs; and

WHEREAS, an easement is necessary to satisfy a condition of development and that easement has been valued at \$54,000.

THEREFORE, BE IT RESOLVED:

- (a) That costs associated with the development project to install an elevator that will make the building fully accessible, add three affordable rental housing units, and provide four large, multi-use, accessible and affordable studio spaces for use by Hamilton-based artists, wellness practitioners, community groups, non-profits, and entrepreneurs by Sky Dragon Cooperative be funded from the Ward 2 Capital Reinvestment Reserve #108052 at an upset limit, including contingency, not to exceed \$54,000; 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 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

**9.3(a) Memorandum respecting a Response to Questions regarding
Item 9.2 from Committee Meeting #25-004 Motion for Financial
Support for Sky Dragon Co-operative Redevelopment**

(Kroetsch/M. Wilson)

That the Memorandum respecting a Response to Questions regarding Item 9.2 from Committee Meeting #25-004 Motion for Financial Support for Sky Dragon Co-operative Redevelopment, be received.

CARRIED

Councillor Spadafora relinquished the Chair to Councillor Beattie in order to introduce the following Notices of Motion:

10. NOTICES OF MOTION

**10.1 One-Time Request for Funding to Support Building Repairs at
the Royal Canadian Legion Branch 163 (Ward 7)**

(Spadafora/Beattie)

That the Rules of Order be suspended to allow for the introduction of a Motion respecting One-Time Request for Funding to Support Building Repairs at the Royal Canadian Legion Branch 163 (Ward 7).

Result: Motion CARRIED by a 2/3 Majority vote of 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

(Spadafora/Beattie)

WHEREAS, the Royal Canadian Legion Branch 163 has served as a longstanding hub of remembrance, community, and support for veterans and their families across Hamilton Mountain;

WHEREAS, recent assessments by the Branch, the City's Building Division, Licensing and By-Law Division and Public Health Department have confirmed the necessity of repairs to ensure the safety, accessibility, and continued operation of this valued community institution; and

WHEREAS, the estimated cost of required repairs is approximately \$100,000, as per submitted invoices and quotes received by the Branch.

THEREFORE, BE IT RESOLVED:

- (a) That the one-time costs associated with essential building repairs at the Royal Canadian Legion Branch 163, in an amount not to exceed \$100,000, be funded equally (25% each) from the Ward 6, Ward 7, Ward 8, and Ward 14 Discretionary Funds (3302309600, 3302309700, 3302309800, and 3302309014); and that a one-time exception to the Ward Specific Funding Initiatives Policy be approved to permit cost-sharing of this initiative across multiple ward budgets;
- (b) That all funds allocated for this initiative be contingent upon the submission of appropriate supporting documentation, including receipts or paid invoices, to the satisfaction of the General Manager of Finance and Corporate Services;
- (c) That funds be exempt on a one-time basis and not be counted toward any formula that restricts regular funding from the City including the City Enrichment Fund (e.g. the City's 30% formula); and
- (d) 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 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

10.2 Festitalia 2025

(Spadafora/Beattie)

That the Rules of Order be suspended to allow for the introduction of a Motion respecting Festitalia 2025.

Result: Motion CARRIED by a 2/3 Majority vote of 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

(Spadafora/Beattie)

WHEREAS, Festitalia commenced in September 1975 to celebrate and preserve Italian Culture, sports, Italian heritage, music, food, language and art;

WHEREAS, 2025 marks the 50th year and a jubilee celebration of this great non-profit organization;

WHEREAS, Festitalia has developed into an umbrella organization that supports the efforts of Italian Regional clubs, local artists, musicians, and local amateur athletes in cooperation with Mount Hamilton Youth Soccer Club and it is well documented that youth engaging in sport benefit from improved outcomes for mental health, physical well-being, communication, teamwork, problem-solving skills, and social integration;

WHEREAS, the Speakers Series highlights a local author and hosts an evening with readings by the authors as well as meet and greet opportunities;

WHEREAS, the Youth Soccer Tournament in association with M.H.Y.S.C which has 120 soccer teams ages 8-12 from across Ontario that come to Hamilton for a 2-day tournament;

WHEREAS, the Grape Stomp is a traditional wine making event showcasing tradition as well as adding a friendly competition amongst the participants and is free to participate and attend;

WHEREAS, the 50th expo weekend on June 20-22, 2025, will highlight 4 pillars of Italian Life: 1) Food & Drink, 2) Arts & Culture, 3) Sports & Leisure and 4) History & Local Roots, and each pillar will have numerous events happening (majority of which are free to the public) including, but not limited to: Italian Lessons, Youth Mini Soccer Tournament & Skills Camp, celebrity Chef dinner, local musicians from Italian descent, film series, wine tasting and bocce tournament; and

WHEREAS, the estimated attendance for the expo will be 10,000 people.

THEREFORE, BE IT RESOLVED:

- (a) That an one-time exception to the Area Rating Special Capital Re-Investment Discretionary Fund Policy BE APPROVED for Ward 7 to provide a grant to Festitalia Corporation for Operational Expenses to be funded from the Ward 7 Capital Discretionary Account (3302309700) to an upset limit of, \$6,000 for Sports and Leisure and \$8,000 for Arts and Culture including contingency, not to exceed \$14,000;
- (b) That any funds allocated and distributed through the Ward 7 Community Grants Program be exempt on a one-time basis and not be counted toward any formula that restricts regular funding from the City including the City Enrichment Fund or the One-Time Enhancement Grant (e.g. the City's 30% formula); and
- (c) 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 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

Councillor Spadafora assumed the Chair.

11. PRIVATE AND CONFIDENTIAL

(Clark/Tadeson)

That Committee move into Closed Session at 12:05 p.m. for Item 11.1, AUD25002 - Auditor General Reporting of Serious Matters to Council (Case #81489), pursuant to Section 9.3, Sub-section (a) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-section (a) of the *Ontario Municipal Act, 2001, as amended*, as the subject matter pertains to the security of the property of the City or a local board.

Result: Motion CARRIED by a vote of 7 to 1, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NO - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson
YES - CHAIR - Ward 14 Councillor Mike Spadafora

The Audit, Finance and Administration Committee reconvened in Open Session at 12:15 p.m.

11.1 AUD25002

Auditor General Reporting of Serious Matters to Council (Case #81489)

(Clark/Beattie)

That Report AUD25002, dated April 10, 2025, respecting Auditor General Reporting of Serious Matters to Council (Case #81489), be received, and remain confidential.

Result: Motion CARRIED by a vote of 8 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
YES - CHAIR - Ward 14 Councillor Mike Spadafora

12. ADJOURNMENT

There being no further business, the Audit, Finance and Administration Committee, adjourned at 12:17 p.m.

Respectfully submitted,

Matt Gauthier
Legislative Coordinator
Office of the City Clerk

Councillor M. Spadafora,
Chair, Audit, Finance and
Administration Committee