



## AUDIT, FINANCE AND ADMINISTRATION COMMITTEE

### MINUTES AFA 25-006

9:30 a.m.

May 1, 2025

Council Chambers (Hybrid), City Hall, 2<sup>nd</sup> Floor  
71 Main Street West, Hamilton, Ontario

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

**Absent with**

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

#### 1. CALL TO ORDER

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

#### 2. CEREMONIAL ACTIVITIES

There were no ceremonial activities.

#### 3. APPROVAL OF AGENDA

**(Tadeson/Kroetsch)**

That the agenda for the May 1, 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

**(Tadeson/Clark)**

That the following Minutes, be adopted, as presented:

**5.1 April 10, 2025**

**5.2 April 15, 2025 (Special – Development Charges Hearing)**

**5.3 April 23, 2025 (Special – Development Charges Hearing)**

**CARRIED**

**6. DELEGATIONS**

**6.1 Mike Collins-Williams, West End Homebuilders' Association, respecting Enhancing Support for Growth in the City of Hamilton: Review of Growth Funding Tools and Developer Incentives (Item 8.3) - WITHDRAWN**

The Delegation was withdrawn.

**6.2 Pam Witt, Stoney Creek Seniors Outreach Services, respecting funding for snowblowers (Item 9.4)**

Pam Witt and Doug Friesen, Stoney Creek Seniors Outreach Services, addressed Committee respecting funding for snowblowers (Item 9.4).

**(Clark/Hwang)**

That the delegation from Pam Witt and Doug Friesen, Stoney Creek Seniors Outreach Services, respecting funding for snowblowers (Item 9.4), be received and referred to the consideration of Support for Equipment Replacement, Seniors Outreach Services (SOS) Stoney Creek (Item 9.4).

**CARRIED**

**7. ITEMS FOR INFORMATION**

**7.1 AUD25004  
Accounts Payable Special Investigation: CityHousing Hamilton  
Investigation Summary (Fraud and Waste Report #73367)**

Charles Brown, Auditor General, addressed Committee respecting Accounts Payable Special Investigation: CityHousing Hamilton Investigation Summary (Fraud and Waste Report #73367), with the aid of a presentation.

**(Hwang/Tadeson)**

- (a) That the presentation from Charles Brown, Auditor General, respecting Accounts Payable Special Investigation: CityHousing Hamilton Investigation Summary (Fraud and Waste Report #73367), be received; and
- (b) That Report AUD25004, respecting Accounts Payable Special Investigation: CityHousing Hamilton Investigation Summary (Fraud and Waste Report #73367), be received.

**CARRIED**

**(Kroetsch/Hwang)**

That the following Items for Information, be received:

- 7.2 FCS25014  
Treasurer's Investment Report 2024 Fiscal Year by Aon (FCS25014)**
- 7.3 FCS25017  
Reserve / Revenue Fund Investment Performance Report as of  
December 31, 2024**
- 7.4 FCS25018  
Hamilton Future Fund Investment Performance Report as of December  
31, 2024**
- 7.5 FCS25019  
Cemetery Trust Accounts Investment Performance Report as of  
December 31, 2024**

**CARRIED**

**8. ITEMS FOR CONSIDERATION**

- 8.1 FCS25006  
2025 Budget Adjustments - REVISED**

**(Hwang/Tadeson)**

That Report FCS25006, dated May 1, 2025, respecting 2025 Budget Adjustments – REVISED, be received and the following recommendations be approved:

- (a) That, in accordance with the "Budgeted Complement Control Policy," the extensions of temporary positions with 24-month terms or greater, with no impact to the net for tax levy, as outlined in Appendix "A" to Report FCS25006, BE APPROVED;
- (b) That, in accordance with the "Budgeted Complement Control Policy," the staff complement transfers from one department / division to another or a change in complement type, with no impact to the net for tax levy, as outlined in Appendix "B" to Report FCS25006, BE APPROVED;
- (c) That, in accordance with the "Budget Control Policy," the 2025 budget transfers from one department / division to another with no impact to the net for tax levy, as outlined in Appendix "C" to Report FCS25006, BE APPROVED;
- (d) That the capital budget amounts requiring a change in funding, as outlined in Appendix "D" to Report FCS25006, BE APPROVED; and

- (e) That the proposed budget appropriations of \$250,000 or greater and reserve contributions to capital projects, as outlined in Appendix “E” to Report FCS25006, BE APPROVED.

**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 - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES – ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

**8.2 AUD25003**  
**Transfer Payments and Grants Audit**

Brigitte Minard, Deputy Auditor General, addressed Committee respecting Transfer Payments and Grants Audit, with the aid of a presentation.

**(Hwang/Kroetsch)**

- (a) That the Presentation from Brigitte Minard, Deputy Auditor General, respecting Transfer Payments and Grant Audit, be received; and
- (b) That Report AUD25003, dated May 1, 2025, respecting Transfer Payments and Grants Audit, be received, and the following recommendations be approved:
  - (i) That Audit Report titled “Transfer Payment and Grants Audit”, attached as Appendix “A” to Report AUD25003 BE RECEIVED for information;
  - (ii) That the management response, as detailed in Appendix “B” to Report AUD25003 BE APPROVED; and
  - (iii) That the General Manager of Finance and Corporate Services BE DIRECTED to implement the management response (contained in Appendix “B” to Report AUD25003) and report back to Audit, Finance and Administration Committee by December 2025, on the nature and status of actions taken in response to the audit report.

**Result: Motion CARRIED by a vote of 6 to 0, as follows:**

ABSENT - Ward 1 Councillor Maureen Wilson  
YES - Ward 2 Councillor Cameron Kroetsch  
YES - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark

YES - ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

**8.3 FCS25026**  
**Review of Development Charges and Developer Incentives**

Lindsay Gillies, Supervisor Development Charges Programs and Policies, and Ailish Brooke, Senior Financial Analyst, addressed Committee respecting Review of Development Charges and Developer Incentives, with the aid of a presentation.

**(M. Wilson/Tadeson)**

- (a) That the Presentation from Lindsay Gillies, Supervisor Development Charges Programs and Policies, and Ailish Brooke, Senior Financial Analyst, respecting Review of Development Charges and Developer Incentives, be received; and
- (b) That Report FCS25026, dated May 1, 2025, respecting Review of Development Charges and Developer Incentives, be received, and the following recommendations be approved:
  - (i) That, as required under Section 10 of the *Development Charges Act*, 1997, as amended, Report FCS25026, Review of Development Charges and Developer Incentives, BE CONSIDERED, as the Development Charges Background Study for the purposes of providing background for amending policy of the existing Development Charges By-Law 24-072, as amended;
  - (ii) That, as required under Section 10(4) of the *Development Charges Act*, 1997, as amended, Report FCS25026, Review of Development Charges and Developer Incentives, BE PUBLISHED to the City of Hamilton website for the public;
  - (iii) That, as required under Section 12(1)(c) of the *Development Charges Act*, 1997, as amended, the draft Development Charges By-Law Amendment, attached as Appendix B to Report FCS25026, BE PUBLISHED to the City of Hamilton website for the public consultation;
  - (iv) That, as required under Section 12(1)(a) of the *Development Charges Act*, 1997, as amended, the June 12, 2025, Audit, Finance and Administration Committee Meeting BE DESIGNATED a Public Meeting to receive feedback on the draft Development Charges By-Law Amendment, attached as Appendix B to Report FCS25026;

- (v) That, in accordance with Section 12(1)(b) of the Development Charges Act, 1997, as amended, the City Clerk BE DIRECTED to provide notice of the Public Meeting; and
- (vi) That staff BE DIRECTED to submit a staff report and, if appropriate, a revised Development Charges By-Law Amendment for Council consideration at the July 1, 2025 meeting of the Audit, Finance & Administration Committee.

**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 - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

**8.3(a) Correspondence respecting Item 8.3 (FCS25026, Review of Development Charges and Development Incentives)**

**(Kroetsch/Hwang)**

That the following correspondence, respecting Report FCS25026, Review of Development Charges and Development Incentives, be received:

**8.3(a)(a) Dana Anderson and Andrew Hannaford, MHBC**

**8.3(a)(b) Sean McGaffey, WND Associates**

**8.3(a)(c) Mike Collins-Williams, West End Home Builders' Association**

**CARRIED**

**8.4 Amendment to the Outstanding Business List**

**(Kroetsch/Hwang)**

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

**8.4(a) Items Considered Complete and to be Removed:**

**8.4(a)(a) Enhancing Support for Growth in the City of Hamilton: Review of Growth Funding Tools and Developer Incentives  
Added April 16, 2025  
Addressed as Item 8.3 on today's 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 - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - Acting Chair - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

## **9. MOTIONS**

### **9.1 One Year Pilot Funding for Financially Assisted Social Prescribing Project in Ward 4**

**(Hwang/Kroetsch)**

WHEREAS, Social Prescribing is a holistic approach to healthcare that brings together social and medical models of health and wellness to individuals and communities, best known for its integration within the National Health System starting in the 1990s in the United Kingdom where it has been proven to result in better health outcomes and reduced emergency room wait times;

WHEREAS, Social Prescribing bridges the gap between clinical care and social care by referring patients to local, non-clinical services that are chosen according to the client's interests, goals, and gifts and could include opportunities for some to reconnect back to ancestral lands, attend cultural or art-focused events that they would otherwise not be able to, and even lead to social connections for those experiencing loneliness;

WHEREAS, acknowledging the social determinants of health and the fact that poverty has a direct correlation to health, Wards 2, 3, and 4 have been identified in the 2010 Code Red Reports and subsequent census datasets as having the highest health needs coupled with the lowest average income per household in Hamilton and thereby individuals living in these wards have life expectancies 10 years less than other Hamilton residents;

WHEREAS, Social Prescribing ensures health equity and, with Financial Assistance, it will continue to remove barriers that clients may experience including economic, geographical, interpersonal, or psychological and it is about providing necessary supports and empowering people to be co-creators in improving their own health and well-being with trusted relationships that already exist within community; and

WHEREAS, since launching in September 2024 with the goal to increase health equity and informed care and services in the Hamilton region by bringing the health and social sectors together, the Canadian Red Cross has convened 29 local community organizations including the Greater Hamilton Health Network Primary Care Network, YMCA HBB, Wesley, De Dwa Da Dehs Nye Aboriginal Health Centre and many more to form the Social Prescribing Service Coordination Community Collective;

THEREFORE, BE IT RESOLVED:

- (a) That a one-time grant be allocated to the Financially Assisted Social Prescribing Project with the Canadian Red Cross that will directly support Ward 4 residents in their health and wellbeing journey in an amount not to exceed \$25,000 funded from the Ward 4 Discretionary Account #3302309400;
- (b) 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
- (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 7 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 - ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

**9.2 Supporting Archaeological Costs for the Third Wetland on the Punch Bowl Lands (SC-5)**

**(Clark/Beattie)**

WHEREAS, the Saltfleet Wetland Restoration Project is a major environmental restoration project within the City of Hamilton;

WHEREAS, the wetlands will reduce the impacts of flooding and erosion below the Niagara Escarpment in Stoney Creek and further the long-term vision of the entire Saltfleet Conservation Area, which will provide new natural areas and associated habitats and trails connecting these natural areas;



WHEREAS, the City of Hamilton has demonstrated its partnership and support through the provision of \$2M grant for the purposes of land acquisition for the Saltfleet Conservation Area Wetland Restoration project in 2014 funded through royalties related to the GFL Stoney Creek Landfill Site, participation in the 2018 Environmental Assessment through technical comment and input and resolution in 2024 confirming municipal partnership to support requirements of an external fund application; and

WHEREAS, Hamilton Conservation Area staff has been directed, by the Hamilton Conservation Area Board of Directors, to enter into a Contribution Agreement and any other ancillary agreement with the City of Hamilton to facilitate further grants for the purpose of supporting archaeological costs for the third wetland on the Punch Bowl lands (SC-5).

THEREFORE, BE IT RESOLVED:

- (a) That a grant for the purpose of supporting archaeological costs for the third wetland on the Punch Bowl lands (SC-5) to the Hamilton Conservation Authority be funded from the GFL Stoney Creek Compensation Royalties Reserve #117036 at an upset limit not to exceed \$1,000,000; and
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreements and ancillary documents, with such terms and conditions that are 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 - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

### **9.3 Festitalia Transportation**

**(Clark/Beattie)**

WHEREAS, the 50th Anniversary of Festitalia will be celebrated on June 20-22, 2025, with multiple events taking place across the City of Hamilton;

WHEREAS, Festitalia is a longstanding cultural festival that contributes to Hamilton's vibrancy and community spirit;

WHEREAS, transportation can be a barrier for seniors and those with mobility challenges in accessing festival events; and

WHEREAS, providing a complimentary shuttle service will enhance accessibility and community participation, particularly for the senior population;

THEREFORE, BE IT RESOLVED:

- (a) That a one-time exception to the Area Rating Special Capital Re-Investment Discretionary Fund Policy BE APPROVED to allow Ward 6 to provide a grant of up to \$3,300 to Festitalia Corporation, to fund a shuttle service, with the amount to be funded from the Ward 6 Capital Discretionary Account (3302309600);
- (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 any funds allocated and distributed through the Ward 6 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
- (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 7 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 - ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson  
YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

**9.4 Support for Equipment Replacement, Seniors Outreach Services (SOS)  
Stoney Creek**

**(Clark/Beattie)**

WHEREAS, Seniors Outreach Services (SOS) is a Stoney Creek based, volunteer-led seniors support organization that enables seniors to remain independent in their homes in our Community for over 35 years;

WHEREAS, SOS provides services that include but are not limited to rides to healthcare appointments and shopping, lawn care and snow removal;

WHEREAS, SOS provides snow clearing for 104 seniors in all parts of Stoney Creek;

WHEREAS, SOS has a complement of 13 snow blowers, all of which are at or nearing the end of their operational life, are prone to breakdowns, and require a high level of maintenance;

WHEREAS, during the major snow event in February 2025, only 2 of the 13 units remained operational, which severely impeded the ability of SOS Volunteers undertake their work;

WHEREAS, after exhaustive research, SOS has identified the TORO 721 R-C snowblower unit as the preferred option for volunteers, due to its proven reliability, lightweight design, long service life, relative affordability and easy access to local parts supply, as compared to other units;

WHEREAS, SOS has confirmed the purchase of 14 snowblower units will allow them to maintain and enhance their snow clearing program for Stoney Creek Seniors, and increase the reach of their program to more clients, and;

WHEREAS, the GFL Stoney Creek Compensation Royalties Reserve #117036 supports community investment within the boundaries of the former City of Stoney Creek, and its intent aligns with supporting Community-Based efforts within the Stoney Creek Community;

THEREFORE, BE IT RESOLVED:

- (a) That the purchase of 14 snowblower units for Seniors Outreach Services be funded from the GFL Stoney Creek Compensation Royalties Reserve #117036 at an upset limit, including contingency and HST, not to exceed \$20,000;
- (b) That any funds allocated to Seniors Outreach Services 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 agreements and ancillary documents, with such terms and conditions that are 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 - Ward 4 Councillor Tammy Hwang  
YES - Ward 9 Councillor Brad Clark  
YES - ACTING CHAIR - Ward 10 Councillor Jeff Beattie  
YES - Ward 11 Councillor Mark Tadeson

YES - Ward 13 Councillor Alex Wilson  
ABSENT - Ward 14 Councillor Mike Spadafora

**10. NOTICES OF MOTION**

There were no Notices of Motion.

**11. PRIVATE AND CONFIDENTIAL**

Committee determined that discussion of Item 11.1 was not required in Closed Session; therefore, the matter was addressed in Open Session, as follows:

**11.1 Closed Session Minutes - April 10, 2025**

**(Clark/Hwang)**

That the Closed Session Minutes of the April 10, 2025 Audit, Finance and Administration Committee meeting, be adopted and remain confidential.

**CARRIED**

**12. ADJOURNMENT**

There being no further business, the Audit, Finance and Administration Committee, adjourned at 12:45 p.m.

Respectfully submitted,

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk

Councillor J. Beattie,  
Acting Chair, Audit, Finance and  
Administration Committee