



VISION - We will be a democratically elected, vibrant, safe and clean city focused on economic growth and livability.

MISSION - To provide positive experiences for everyone through the delivery of quality initiatives and services.

CORPORATION OF HAMILTON

FINANCE COMMITTEE

PUBLIC SESSION

Thursday, September 15, 2022, 10:00 am
Mayor's Parlour, City Hall, Hamilton

Present: Councillor Dennis Tucker, MBE, JP, Chairman
Councillor John Harvey, MBE, JP
Councillor Lawrence Scott, JP
Councillor Jenefer Brimmer
CEO/City Secretary - Dwayne A. Caines, JP
CFO/Acting City Secretary – Tanya Iris

Apologies: Rt. Wor. Charles R. Gosling, JP

Staff: COO/City Engineer - Patrick Cooper
Director of HR/Learning and Development – Lindell Foster
Controller – Siobhan Fubler

Apologies: Assistant City Engineer - Christopher Bulley

1. Confirmation of Notice

The CEO/City Secretary confirmed that the appropriate notices of the meeting were duly given according to the Meeting Guide.

2. Role of Chairman

Councillor Dennis Tucker confirmed his role as the Chairman.

3. Open Meeting

The meeting was called to order at 10.04 am.

4. Apologies

The CEO/City Secretary confirmed that apologies had been received from Mayor Charles Gosling.

5. Public Participation/Presentation

There was no public participation/presentation.

6. Correspondence

There was no correspondence.

7. Minutes of the Previous Finance Committee Meeting dated 14 July 2022 (Public Session)

Proposed: Councillor J. Brimmer

Seconded: Councillor L. Scott

The Minutes were accepted as read.

8. Matters Arising from the Previous Finance Committee Meeting dated 14 July 2022 (Public Session)

There were no matters arising.

9. Resolutions Approved by the Minister

There were no Resolutions approved by the Minister.

10. Recommendations for Review

10.1 Virement Request

The CFO/Acting City Secretary said that there had been additional costs totalling \$96,600.00 which would be added to the budget, as listed: \$20,000.00 for lavatory maintenance, \$50,000.00 for the sewer break on Point Finger Road, \$20,000.00 for the sewer contractor and \$6,600.00 for additional shipping costs for the Bermuda Marquee Sign which would be shipped in its own container. The COO/City Engineer gave a breakdown of the additional costs.

The Chairman asked whether the sewage costs could be taken out of the earmarked Sewage Funds. The COO/City Engineer said that the microscreening project would use most of the Sewage Fund in 2023.

RECOMMENDATION:

That the Board approve the following additions to the Budget totalling \$96,600.00:

\$20,000.00 - Additional funds needed to cover expected expenses

\$50,000.00 - Sewer line break - Point Finger Road

\$20,000.00 - Sewer Contractors - Budget exceeded

\$6,600.00 - Bermuda Marquee Sign - Additional shipping charges

Tabled

RECOMMENDATION:

That the Finance Committee approve a virement for the following additions to the Budget totalling \$96,600.00:

\$20,000.00 - Additional funds needed to cover expected expenses

\$50,000.00 - Sewer line break - Point Finger Road

\$20,000.00 - Sewer Contractors - Budget exceeded

\$6,600.00 - Bermuda Marquee Sign - Additional shipping charges

Proposed: Councillor L. Scott

Seconded: Councillor J. Brimmer

Unanimous

11. Status Updates

11.1 Monthly Financial Report - June and July 2022

The Chairman said that the June and July 2022 Monthly Financial Reports were self-explanatory and the finances were in a good position.

The CFO/Acting City Secretary said that she would focus on the July report. Parking Ticket Revenue was a concern with well under what had been expected since the Parking Enforcement Officers had recommenced their patrols. The CEO/City Secretary said that the PEOs were effective at issuing parking tickets, however, collection of the ticket revenue continued to be extremely slow via the Prosecutions Department and the Court. He said that the COH had provided a PEO as a temporary extra resource at the Court, in order to assist with processing the tickets. In addition, as it had been recognised that under 20% of parking offenders were paying their parking tickets, the COH had hired a former police officer who had full understanding of the system, full time, to issue Summonses from the Court and train others. He noted that Summonses were only issued where an offender had incurred at least five (5) parking tickets. The CEO/City Secretary said that, together with a COH team, he had initiated and attended regular meetings with the Courts, the Transport Control Department and the BPS, in order to bring about a change in the process to a more efficient electronic system.

The CEO/City Secretary said that the challenge had been to enter each ticket into the system in a timely manner. He said that non-payment of parking tickets remained a criminal offence and the COH had recently reminded the public via the media, that non-payment would result in issuance of a summons to appear before a Magistrate at the Court. Consequently, the payments had increased significantly. He recognised that this was a priority of the COH and resources were in place. Councillor L. Scott recalled that it had previously been suggested by the COH to hire a dedicated Magistrate in order to expedite the parking ticket summons process, which had been declined.

The Chairman noted:

- Tax Revenue had been down in July. The CFO/Acting City Secretary said that this was attributed to estimated activity, not actual.
- Dock Storage Revenue had been down. The COO/City Engineer said that this would be due due to lower volumes of cargo.
- Insurance had been over budget. The COO/City Engineer said that the overage would be spread over the year.
- Materials and equipment was under budget. The COO/City Engineer said that this would be dependent upon the work schedule at any given time.
- Accrued Liabilities was significantly up on last year. The CFO/Acting City Secretary said this was due in part to the increase in unpaid tipping fees. The Controller said that payroll had also been accrued from last year.
- Capital Projects remained low. The COO/City Engineer said that invoices would be presented over the next few months and it was expected to go over budget.
- Scoot System budget remained. The COO/City Engineer said that the Scoot System project had been delayed due to the networking and computerised systems being given over to a new IT provider.
- Street Paving was currently under budget. The COO/City Engineer said that an amount had been held back for ongoing smaller paving issues.

The Chairman said that preparations for the 2023 budget meetings for would be under consideration, as would overages and any shortfall in revenue. He noted that the budget would be determined by the amount of revenue generated. He also noted that any major capital project could be funded by a bank loan, but not for general operations.

12. Any Other Business

12.1 Affirmation of Council and Executive Members

Councillor L. Scott asked whether there had been a Resolution relating to payment of legal fees for Council and Executive Members in the event of prosecution concerning and whilst carrying out COH business.

ACTION:

Circulate the Resolution as it relates to legal support for Council and Executive Members and forward to the Staff, Legislative & Governance Committee for discussion. **(Recording Secretary)**

12.2 2023 Budget

The CFO/Acting City Secretary said that there was a delay in budget preparations, however, budget meetings would commence at the end of October. The 2023 Budget could then be approved at the November 2022 Finance Committee Meeting before Resolution at the December Board Meeting.

13. Motion to Move to Restricted Session

Proposed: Councillor J. Harvey

Seconded: Councillor J. Brimmer