



Hamilton

GOVERNANCE REVIEW SUB-COMMITTEE

REPORT 20-003

AS AMENDED AT COUNCIL ON DECEMBER 16, 2020

Wednesday, December 2, 2020

1:00 pm

Room 264

Hamilton City Hall

Present: Councillors T. Whitehead (Chair), M. Wilson (Vice-Chair), B. Clark, L. Ferguson, M. Pearson, and A. VanderBeek

THE GOVERNANCE REVIEW SUB-COMMITTEE PRESENTS REPORT 20-003:

Item (d)(i) respecting Report FCS20016(a), the Integrity Commissioner Work Plan, was lifted from the Information Section of the Governance Review Sub-Committee Report 20-003 and added as Item 1.

That the Governance Review Sub-Committee Report 20-003, be approved **as amended**, as follows:

1. Integrity Commissioner Work Plan (FCS20016(a)) (City Wide) (Item 10.1)

- (i) Report FCS20016(a), respecting the Integrity Commissioner Work Plan was referred back to Clerk's staff and Principles Integrity to determine an upset limit for development of each the following and report back to the Governance Review Sub-Committee:
 - (1) Council Code of Conduct;
 - (2) Council/Staff Relations Policy;
 - (3) Protocols for review and/or investigation of complaints, and reporting on complaints;
 - (4) Members' roles and responsibilities including with respect to appointments to, and sitting on, external bodies and separate entities such as municipal corporations;
 - (5) Advisory Committee/Task Force Governance Issues, and Codes of Conduct (Local Boards); and,
 - (6) Such Other issues of integrity or governance that Council wishes to assign;

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- (ii) That staff be directed to gather and review Council/Staff Relations policies from other municipalities and bring recommendations on a new policy to the governance committee by April 30, 2021.**
- (iii) That staff be directed to write to the Ministry of Municipal Affairs and Housing, which governs the Conflict of Interest Act to obtain a second opinion on common law to determine which of a Councillors' family members would a Councillor be obliged to declare conflicts of interest on.**
- (iv) That staff be directed to write a letter to Principles Integrity to seek insight into how Janice Atwood-Petkovski manages her work to avoid Conflicts of Interest given her past relationship with the City of Hamilton as an employee.**

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised that there were no changes to the agenda.

The December 2, 2020 Agenda of the Governance Review Sub-Committee was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES (Item 4)

(i) October 13, 2020 (Item 4.1)

The Minutes of the October 13, 2020 meeting of the Governance Review Sub-Committee were approved, as presented.

(d) DISCUSSION ITEMS (Item 10)

(i) Integrity Commissioner Work Plan (FCS20016(a)) (City Wide) (Item 10.1)

Report FCS20016(a), respecting the Integrity Commissioner Work Plan was referred back to Clerk's staff and Principles Integrity to determine an upset limit for development of each the following and report back to the Governance Review Sub-Committee:

- (a) Council Code of Conduct;

- (b) Council/Staff Relations Policy;
- (c) Protocols for review and/or investigation of complaints, and reporting on complaints;
- (d) Members' roles and responsibilities including with respect to appointments to, and sitting on, external bodies and separate entities such as municipal corporations;
- (e) Advisory Committee/Task Force Governance Issues, and Codes of Conduct (Local Boards); and,
- (f) Such Other issues of integrity or governance that Council wishes to assign

(e) GENERAL INFORMATION/OTHER BUSINESS (Item 13)

(i) Procedural By-Law Update from City Clerk - Andrea Holland

Andrea Holland, City Clerk advised the Committee that a Governance Review Sub-Committee meeting will be scheduled for January 25, 2020 for the Procedural By-law Review.

(f) ADJOURNMENT (Item 15)

There being no further business, the Governance Review Sub-Committee meeting adjourned at 3:04 p.m.

Respectfully submitted,

Councillor T. Whitehead, Chair
Governance Review Sub-Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk