



City of Hamilton

AUDIT, FINANCE AND ADMINISTRATION COMMITTEE ADDENDUM

Meeting #: 22-008

Date: April 7, 2022

Time: 9:30 a.m.

Location: Due to the COVID-19 and the Closure of City Hall (CC)

All electronic meetings can be viewed at:

City's Website:

<https://www.hamilton.ca/council-committee/council-committee-meetings/meetings-and-agendas>

City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton> or Cable 14

Angela McRae, Legislative Coordinator (905) 546-2424 ext. 5987

7. CONSENT ITEMS

7.1. Various Advisory Committee Minutes:

*7.1.k. Committee Against Racism - February 23, 2021

*7.1.l. Committee Against Racism - March 23, 2021

*7.1.m. Committee Against Racism - May 25, 2021

*7.1.n. Committee Against Racism - June 22, 2021

*7.1.o. Committee Against Racism - September 21, 2021

*7.1.p. Committee Against Racism - January 26, 2022

10. DISCUSSION ITEMS

*10.1. Governance Review Sub-Committee Report 22-001 - March 31, 2022

14. PRIVATE AND CONFIDENTIAL

*14.3. Appointments to the Women and Gender Equity Committee

Pursuant to Section 9.1, Sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-section (b) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to personal information about identifiable individuals, including municipal or local board employees.



Hamilton

MINUTES
Committee Against Racism (CAR)
Tuesday, February 23, 2021, 6:30 pm
Webex

Present: M. Bernales (McMaster BSW Placement Student), T. Childs, M. Dei-Amoah (Chair), L. Gombakomba, S. Jacob, P. Jeffrey, P. Kajiura (Staff Liaison), A. Law, T. Qasim
Regrets: Councillor N. Nann

1. WELCOME AND INTRODUCTIONS (Item 1)

T. Qasim called the meeting to order.

2. LAND ACKNOWLEDGEMENT (Item 2)

L. Gombakomba read the Land Acknowledgement.

3. APPROVAL OF THE AGENDA

(i) February 23, 2021 (Item 3.1)

(P. Jeffrey/ S. Jacob)

That the Committee Against Racism approve the agenda of February 23, 2021, as distributed.

CARRIED

4. DECLARATIONS OF INTEREST (Item 4)

None declared.

5. APPROVAL OF MINUTES OF PREVIOUS MEETINGS (Item 5)

(i) Minutes of November 24, 2020 (Item 5.1)

(L. Gombakomba/ P. Jeffrey)

That the minutes of November 24, 2020 be approved, as distributed.

CARRIED

(ii) Minutes of January 26, 2021 (Item 5.2)

An incomplete sentence was noted in Item 1.1 and the attendance details were missing.

(T. Qasim, P. Jeffrey)

That the approval of the minutes of January 26, 2021 be deferred to the next meeting to allow for revisions to Item 1.1 and attendance

CARRIED

6. CONSENT ITEMS (Item 6)

6.1) (i) **Support for Black History Month Launch – January 31, 2021 (Item**

(M. Dei Amoah/ P. Jeffrey)

That the Committee Against Racism allocate \$500 to support the Black History Month Launch event held on Sunday January 31, 2021.

CARRIED

7. DISCUSSION ITEMS (Item 7)

(i) Clerk's Department, Dec 11, 2020 re: Advisory Committees and Citizen Committee Reports (Item 7.1)

T. Qasim informed that previous motion to ask the city's approval for track changes to be sent to committee. Committee is currently waiting for response from the city.

(ii) **Recruitment of New Members (Item 7.2)**

P. Kajiura informed Citizen Committee Report is no longer needed to request new members be sought; that an approved motion by CAR will have Clerk's begin the process. The Clerk's Office will request the interview Sub-Committee convene to recruit new members. The sub-committee reviews applications, determines its process, and recommends appointees which then go to Council for approval. A recruitment advertisement will go out reflecting mission and description of the committee.

The Committee requested to have attention paid to reaching out to a diversity of applicants for the recruitment.

Currently, there are 2 vacancies. After work plan is created, the committee might then look at possibly expanding membership.

(iii) 2021-22 Workplan – Report from Working Group (Item 7.3)

T. Qasim informed that the Working Group held two meetings since the last CAR meeting. They considered available timeline, resources available, and staying within mandate of the committee. The group looked at previous workplan from 2014-2018 to ensure there were no outstanding items.

CAR reviewed and updated the draft and the Working Group will continue to work on the document to bring to the next meeting.

(iv) Terms of Reference – Review and Update (Item 7.4)

(T. Qasim, P. Jeffrey)

That the item be deferred until the Work Plan is completed.

DEFERRED

(v) Brochure- Committee Against Racism (Item 7.5)

(T. Qasim, P. Jeffrey)

That the item be deferred until the Work Plan is completed.

DEFERRED

(vi) Discussion from correspondence respecting concerns about anti-Black racism, received October 27, 2020 (Item 7.6)

Community Against Racism would like to respond to the correspondence, but will wait for an update from the City of Hamilton regarding the concern presented by community member.

P. Kajiura informed that the correspondence was received by the General issues Committee. Staff in the Mayor's Office recalled there had been no direct response, but did not confirm. The committee requested to know the response from Cllr. Wilson.

It was suggested that CAR develop a template or guideline and include in the work plan to respond to issues presented by members of the community.

P. Kajiura informed that the committee is able to receive delegations and/or invite organizations to bring information to future meetings, if within CAR's purview.

P. Kajiura informed that any correspondence from CAR to an outside entity needs to first be approved by the AF&A Committee by way of a Citizen Committee Report.

(vii) Hamilton Anti- Racism Resource Centre (HARRC) – update (Item 7.7)

P. Kajiura informed that a report was provided by the AF&A meeting on Thursday February 17, 2020, by the Empower Strategy Group, as well as a staff report. It will be going to council tomorrow to be ratified. Cllr Nann wanted to inform that she was present when the report went forward during AF&A.

P. Kajiura informed that HARRC's independent board of directors will be appointed and it will then work as a community-based organization. T. Qasim represented CAR on the HARRC Advisory Panel, which developed the terms of reference and recommended members of the inaugural Board of Directors to Council. A consultant, Empower Strategy Group was brought on to develop the Advisory Panel.

M. Dei Amoah will directly reach out to J. Ariyo to come and speak with committee in regard to the recommendations that were put forward to AF&A as CAR should have been informed prior.

8. ADJOURNMENT

(P. Jeffrey/ T. Qasim)

That, there being no further business, the meeting be adjourned at 9:30 p.m.

CARRIED

Next meeting is scheduled for Tuesday, March 23rd, at 6:30pm



Hamilton

Minutes
Committee Against Racism (CAR)
Tuesday March 23, 2021
6:30 pm
Webex

Present: M. Dei-Amoah (Chair), S. Jacob, P. Jeffrey, A. Law, T.Qasim, P. Kajiura (Staff Liaison), M. Bernales (McMaster BSW Placement Student)

Regrets: L. Gombakomba

Absent: T. Childs

Delegation: Grace Mater, Director, Healthy and Safe Communities; Jennifer Hohol, Senior Project Manager, Healthy and Safe Communities

1. Welcome and Introductions

M. Dei-Amoah called the meeting to order, welcomed and took roll call.

2. Land Acknowledgment

P. Kajiura gave a land acknowledgment.

3. Approval of Agenda

(T. Qasim/ P. Jeffrey)

That the agenda of March 23, 2021 be approved, as distributed.

CARRIED

4. Declarations of interest

None

5. Delegation Requests

5.1. For today's meeting – Grace Mater, Director, Healthy and Safe Communities and Jennifer Hohol, Senior Project Manager, Healthy and Safe Communities regarding the City's Community Safety and Well Being Plan

(T. Qasim, S. Jacobs)

That the CAR approve the delegation and that the time limit be extended to 20 mins.

CARRIED

6. Delegations

6.1 Grace Mater, Director, Healthy and Safe communities, Jennifer Hohol, Senior Project Manager, Healthy and Safe Communities regarding the City's Community Safety and Wellbeing Plan

(P.Jeffrey/ T. Qasim)

That the Committee Against Racism receive the delegation.

CARRIED

7. Approval of minutes of previous meetings

7.1 January 26, 2021

(T. Qasim/ P. Jeffrey)

That the Committee Against Racism approve minutes of the meeting held January 26, 2021.

CARRIED

8. Discussion Items

8.1. 2021-22 Workplan- report from Working Group

(T. Qasim/ S. Jacob)

That the CAR receive the draft workplan.

Discussion

- Committee needs to look at the action side, and if this framework is working? Is it possible to bring back the individuals who have done this work to have some accountability on the progress of the workplan? Needs to have active engagement.
- Need to look at the community needs and how CAR can move these issues forward
- Work plan group will have one more meeting to finalize working plan. Moving forward, CAR should start looking at how to start acting on working plan as there are only little changes needed before finalization
- CAR is hoping to get Cllr. Nann to next meeting to present working plan in order to get feedback or if any revisions are necessary
- CAR will send document as is to get reviewed and approval to be presented in next meeting.

CARRIED

8.2. Recruitment of New members- update

Once moved to request that the interview subcommittee convened to recruit new members, then after that process will be taken on by the Clerk's office.

(T. Qasim, S. Jacobs)

That the committee receive the update on recruiting new members.

CARRIED

9. Staff Presentations

9.1. By-law 21-021, A- By-law to govern the proceedings of Council and Committees of Council

(T. Qasim/ S. Jacob)

That the committee receive the by-law, as distributed.

CARRIED

9.2. Information from the Clerk's Office

(T. Qasim/ S. Jacob)

That the Committee inform the Clerk's office that it is in favour of the all-advisory committee meeting.

CARRIED

10. Adjournment

(P.Jeffrey/ T. Qasim)

That the Committee adjourn its meeting at 8:34 pm

CARRIED



Hamilton

Minutes

Committee Against Racism

Tuesday, May 25, 2021

6:30pm-8:30pm

**Due to the COVID-19 and the Closure of City Hall All electronic meetings can be viewed at: City's YouTube Channel:
<https://www.youtube.com/user/InsideCityofHamilton>
Virtual Meeting**

Present: Phillip Jeffrey, Taimur Qasim, Marlene Dei-Amoah, Shamini Jacobs, Annie Law

Regrets: L. Gombakomba, T. Childs

Also Present: Pauline Kajuiria - Staff Liaison

Aine Leadbetter – Manager, Elections & Print & Mail

Taline Morris – Admin Assistant

1. WELCOME/INTRODUCTIONS

M. Dei-Amoah took a roll call.

2. LAND ACKNOWLEDGEMENT

P. Kajuiria provided the Land Acknowledgement

3. APPROVAL OF AGENDA

Item 13.1 respecting racial incident as reported on CHCH news be added to community updates.

(P. Jeffrey/S. Jacobs)

That the Committee Against Racism approve the agenda of May 25, 2021 as amended.

CARRIED

4. APPROVAL OF MINUTES

i. April 27, 2021

(T. Qasim/P. Jeffrey)

That the Committee Against Racism approves the minutes of April 27, 2021, as amended with typographical edits and the CBC article link, respecting anti-Asian hate, be added to 7.1.

CARRIED

5. DELEGATION REQUEST (Item 6)

- i. **Aine Leadbetter, Manager of Elections, Print and Mail, Office of the Clerk, Corporate Services, City of Hamilton requests to speak as a delegate regarding the 2022 Municipal Elections.**

(T. Qasim / S. Jacobs)

That the Committee Against Racism approve the delegation request from A. Leadbetter.

CARRIED

6. PUBLIC HEARINGS/DELEGATIONS (Item 8)

- i. **Aine Leadbetter, Manager of Elections and Print and Mail Office of the Clerk, Corporate Services, City of Hamilton.**

Aine Leadbetter, Manager of Elections and Print and Mail, at the City of Hamilton, provided a PowerPoint presentation to the Committee Against Racism regarding the 2022 municipal elections and solicited feedback on improving the electoral process, enhancing accessibility, communication and alternative voting methods. Committee members provided feedback as requested.

(/)

That the presentation by Aine Leadbetter, Manager of Elections and Print and Mail, at the City of Hamilton, be received.

CARRIED

7. DISCUSSION ITEMS (Item 10)

i. 2021 Workplan – Report from Working Group (Item 10.1)

T. Qasim addressed the committee to review current workplan as completed by the working group. The workplan identifies eight committee priorities. Some priorities are new, others have been brought forward from the previous workplan. Next steps include ranking priorities then creating working groups to develop a plan of action for each workplan priority. Further discussion to continue at the next committee meeting. Staff to disseminate workplan to committee members.

P. Jeffrey inquired to understand if the City of Hamilton could provide a secure space to store that all committee documents. Additionally, what are the City's guidelines for storing committee documents. Staff to investigate.

(P. Jeffrey/S. Jacobs)

That the Committee Against Racism explore options for archival and current storage for the work of the Committee Against Racism.

CARRIED

(T. Qasim/P. Jeffrey)

That the Committee Against Racism approve the Work Plan presented, as completed by the working group. **CARRIED**

ii. Recruitment of New Members (Item 10.2)

P. Kajiura updated that the interview subcommittee met today. Recommendations will go to Audit, Finance and Administration committee meeting on June 3 and Council meeting on June 9th. Final Outcomes will be available thereafter.

iii. Citizen Committee Report RE: Recommendations for the City's Hamilton.ca/coronavirus webpage with Respect to Anti-Asian Racism (Item 10.3)

A. Law addressed the committee to review the draft citizen committee report regarding recommendations for the City's Hamilton.ca/coronavirus webpage. As per A. Law, research shows an increase in anti-Asian racism since the pandemic. While the Hamilton.ca/coronavirus website has a statement of solidarity against anti-Asian racism, it does not acknowledge the racism or provide support to those experiencing racism.

Therefore, a draft citizen committee report was completed with recommendations for the City to improve its response. Staff to disseminate report. Committee members to review and submit feedback by May 26, 2021.

(P. Jeffrey/T. Qasim)

That the Committee Against Racism submit a Citizen Committee Report with recommendations respecting Anti-Asian Racism message on the City of Hamilton's Hamilton.ca/coronavirus webpage.

CARRIED

iv. Note to John Ariyo (Item 10.4)

M. Dei-Amoah, as chair, will send John Ariyo a card on behalf of the Committee Against Racism. Staff to request forwarding address.

8. COMMUNITY UPDATES (Item 13)

i. Racial incident as reported on CHCH news

P. Jeffrey addressed the committee to share that he recently saw a news clip on CHCH television, which was documenting another hate incident against a City of Hamilton resident. The report was broadcasted collaboratively by the Hamilton Centre for Civic Inclusion (HCCI) and the Hamilton Police Service (HPS).

9. Adjournment (Item 16)

(T. Qasim/S. Jacobs)

That the Committee Against Racism meeting be adjourned at 9:16 p.m.



Hamilton

Minutes

Committee Against Racism

Tuesday, June 22, 2021

6:30pm-8:30pm

Due to the COVID-19 and the Closure of City Hall All electronic meetings can be viewed at: City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

Virtual Meeting

Present: Phillip Jeffrey, Tyrone Childs, Marlene Dei-Amoah, Shamini Jacobs, Annie Law, Simone McWatt, Gregory Smith

Regrets: Leslyn. Gombakomba, Taimur Qasim

Also Present: Mimi John - Staff Liaison

Taline Morris – Admin Assistant

1. WELCOME/INTRODUCTIONS

M. Dei-Amoah took a roll call and welcomed new members.

2. LAND ACKNOWLEDGEMENT

T. Morris provided the Land Acknowledgement

3. APPROVAL OF AGENDA

(A.Law/S. Jacobs)

That the Committee Against Racism approve the agenda of June 22, 2021 as presented.

CARRIED

4. APPROVAL OF MINUTES**i. May 25, 2021****(P. Jeffrey/S. Jacobs)**

That the Committee Against Racism approves the minutes of May 25, 2021, as presented.

CARRIED

5. DELEGATION REQUEST (Item 7)**i. Carla Escudero, regarding effective ways to stop bullying (for today's meeting)****(S. McWatt /G. Smith)**

That the Committee Against Racism approve the delegation request from Carla Escudero, for today's meeting

CARRIED

6. PUBLIC HEARINGS/DELEGATIONS (Item 9)**i. Carla Escudero, regarding effective ways to stop bullying.**

C. Escudero addressed the committee and advised of racist incidents directed to C. Escudero and family from their next-door neighbour. Committee members provide support and discussed effective ways and resources to manage incidents.

(P. Jeffrey/G. Smith)

That the delegation by Carla Escudero, be received.

CARRIED

7. DISCUSSION ITEMS (Item 11)

i. **Implementation action plan - 2021 Work Plan (Item 11.1)**

Discussion deferred to next meeting as T. Qasim is away. Workplan will be priority agenda item for next meeting.

ii. **Citizen Committee Report re: recommendations for the City's *hamilton.ca/coronavirus* webpage with respect to anti-Asian racism (Item 11.2)**

M. John updated that the citizen committee report was approved by Audit, Finance and Administration June 3, 2021 and by Council June 9, 2021, and the communications department was directed to make changes immediately. As a result, the webpage has been updated with enhanced language and resource links.

iii. **Shared File for documents (Item 11.3)**

Staff provided an update that as per direction from the clerk's office, storage of the committee documents is the responsibility of the committee.

iv. **Note to John Ariyo (Item 11.4)**

M. Dei-Amoah to connect with staff for forwarding address.

v. **Committee Meeting – July and August**

(S. McWatt / P. Jeffrey)

That the committee Against Racism will pause committee meetings for July 2021 and August 2021.

CARRIED

(T. Childs / G. Smith)

That the Committee Against Racism will reconvene in July and August if a racially based community issue arises relevant to the work of the committee.

CARRIED

8. MOTIONS (Item 12)**(G. Smith / T. Childs)**

That the Committee Against Racism approve the All Advisory Committee Event Date and Time as September 27, 2021 at 4:00 P.M (Item 12.1)

CARRIED**(A.Law/ P. Jeffrey)**

That the Committee Against Racism M. Dei-Amoah (Chair) and T. Qasim (Vice-Chair) to attend the All Advisory Committee Event, on behalf of the Committee Against Racism (Item 12.2)

CARRIED**9. COMMUNITY UPDATES (Item 14)**

T. Childs addressed to committee to advise that the John C. Holland awards, which provide scholarships to assist Black youth in accessing post-secondary education, was a success this year and, suggested the committee send a note of congratulations.

10. Adjournment (Item 16)**(T. Childs/S. McWatt)**

That the Committee Against Racism meeting be adjourned at 8:15 p.m.



Hamilton

Minutes

Committee Against Racism

Tuesday, September 21, 2021

6:30pm-8:30pm

Due to the COVID-19 and the Closure of City Hall All electronic meetings can be viewed at: City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

Virtual Meeting

Present: Phillip Jeffrey, Taimur Qasim, Marlene Dei-Amoah, Shamini Jacobs, Annie Law, Simone McWatt, Gerry Smith, Councillor Nrinder Nann

Regrets: Leslyn Gombakomba, Tyrone Childs.

Also Present: Pauline Kajiura - Staff Liaison

Morgan Stahl - Director of Government Relations and Community Engagement

Taline Morris – Admin Assistant

1. WELCOME/INTRODUCTIONS

M. Dei-Amoah took a roll call and welcomed new members.

2. LAND ACKNOWLEDGEMENT

P. Kajiura provided the Land Acknowledgement

3. APPROVAL OF AGENDA (Item 3)

Item 13. 1 - No Hate in the Hammer event added to Other Business.

Item 10.7 - Hate prevention and mitigation update to be added as a discussion item.

(T. Qasim/P. Jeffrey)

That the Committee Against Racism approve the agenda of September 28, 2021 as amended.

CARRIED

4. APPROVAL OF MINUTES (Item 4)

i. June 22, 2021

(P. Jeffrey/G. Smith)

That the Committee Against Racism approves the minutes of June 22, 2021, as presented.

CARRIED

5. COMMUNICATIONS (Item 5)

i. Virtual Collaborative Roundtable Event

Committee members reviewed an invitation from the Advisory Committee for Persons with disabilities' Transportation Working Group to participate in a virtual collaborative roundtable event. The committee will send regrets as no members are available to attend the event.

ii. Introduction of Morgan Stahl, Director, Government Relations and Community Engagement, City of Hamilton

M.Stahl, the new Director of Government Relations and Community Engagement for the City of Hamilton, introduced herself to the Committee Against Racism.

6. DISCUSSION ITEMS (Item 10)

i. Implementation action plan - 2021 Work Plan (Item 10.1)

Committee members reviewed the 2021 Work Plan, which contains up to 8 committee priorities. Sub groups were created to develop action plans for some of the committee priorities. Current Sub Group membership include: Priority 1B- A. Law and M. Dei-Amoah; Priority 2A- G. Smith, S. Jacobs and P. Jeffrey; Priority 2B- Dei-Amoah; 3A -T. Qasim and P. Jeffrey and S. McWatt for committee priority 7. The 2021 work plan will remain a working document that staff and councillor will provide updates respecting committee priorities when available.

ii. Hamilton Anti-Racism Resource Centre Update (Item 10.2)

Staff updated that Lyndon George was appointed as Executive Director of the Hamilton Anti-Racism Resource Centre. Committee members discussed maintaining a working relationship with the Hamilton Anti-Racism Resource Centre. M. Dei-Amoah, as chair, to invite Lyndon George to a future committee meeting.

iii. Update on Equity Diversity and Inclusion Framework (Item 10.3)

Staff and Councillor Nann provided an updated that Equity, Diversity and Inclusion Framework was approved at the General Issues Committee meeting on September 22, 2021 and will be ratified by council on September 29, 2021. Additional information on the Equity, Diversity and Inclusion Framework initiatives and video of the General Issues Committee presentation is available on the City's website. Members to review for next meeting.

iv. All Advisory Committee Event- Follow up (Item 10.4)

Committee members shared feedback that the All Advisory Event was a great event, well worth attending. Copies of each committee's presentation is available on the City's website.

v. National Council of Canadian Muslim (NCCM) Update (Item 10.5)

Staff highlighted recommendations put forth by local representatives of the National Council of Canadian Muslims (NCCM) at the August 13, 2021 Council meeting, that were unanimously approved. Furthermore, an Advisory committee respecting Anti-Islamophobia is being developed. More information to be provided when available.

Committee members also discussed how to receive updates on council initiatives that are consistent with committee priorities. When available, updates will be provided through Councillor Nann's updates.

vi. 2022 Budget (Item 10.6)

Deferred to November meeting to allow more time to review.

**vii. Hate prevention and mitigation Initiative update
(Added Item 10.7)**

Staff provided an update that the recommendations from the Sage Solutions report informed recommendations that went to General Issues Committee August 9, 2021 and were approved by council. A follow up report will be going forward to council in October 2021. A copy of the follow up report will be shared with the committee when available.

7. COMMUNITY UPDATES (Item 13)

Councillor Nann provided an update that the No Hate in the Hammer initiative will be launching a virtual speaker series on October 6, 2021, at 4:30pm. The speaker series will be aimed at developing a community response to hate in the City. More information and zoom link available at nohateinthehammer.ca.

P.Jeffrey shared that the Gandhi Peace Festival will take place on October 2, 2021 at 11am. Event flyer was shared with committee via email.

8. Adjournment (Item 15)

(S. McWatt / G. Smith)

That the Committee Against Racism meeting be adjourned at 8:35 p.m.



Hamilton

MINUTES
Committee Against Racism
Tuesday, January 26, 2022
6:30 PM – - PM
Webex

Present: Annie Law, Marlene Dei-Amoah (Chair), Gerry Smith, Phillip Jeffrey (Recording Secretary), Simone McWatt, Tyrone Childs, Taimur Qasim (Vice Chair), Councillor Narinder Nann (City Council Appointee)

Regrets: None.

Absent: Leslyn Gombakomba (resigned), Shamini Jacob

Staff: Sunil Angrish (Staff Liaison)

Guests: None.

1. Welcome and Introductions

S. Angrish took roll call.

2. Land Acknowledgement

G. Smith provided a Land Acknowledgement.

3. Approval of Agenda

(T. Qasim / S. McWatt)

That the Agenda for today's meeting be approved as presented.

CARRIED

4. Declarations of Interest

No declarations of interest.

5. Approval of Minutes of Previous Meeting

(P. Jeffrey / G. Smith)

That the Committee Against Racism approve the minutes from the September 21, 2021 meeting as presented.

CARRIED

6. Communications

6.1 Councillor Nann Update

Committee members discussed council updates received from Councillor Nann. Staff will inquire with the City Manager's Office about third party input in the development of the City's internal EDI framework.

6.2 Resignation of Leslyn Gombakomba

The Committee Against Racism accepts Leslyn Gombakoma's resignation.

11. Discussion Items

11.1 Updates from Working Groups

Concern was expressed about how to share documents amongst working group members. Staff will inquire about digital storage options available to members.

Committee members highlighted the shorter timeframe to work on work plans. The latest version of the work plan will be circulated to committee members. Any changes or developments in the work plan will be discussed at the next meeting. Staff will remind staff when committee are on hold due to elections.

12. Motions

12.1 Motion to accept the resignation of Leslyn Gombakomba

That the committee accept the resignation of Leslyn Gombakoma.

(P. Jeffrey / G. Smith)

CARRIED

12.2 Motion to share committee members email addresses

That the committee members share personal email addresses with each other for the sole purpose of communicating Work Plan and Action Team related activities.

(T. Childs / M. Dei-Amoah)

CARRIED

13. Notices of Motion

No notices of motion.

14. General Information / Other Business

14.1 Election of a Chair, Vice Chair, and Recording Secretary for 2022

Sunil Angrish, Staff Liaison, conducted the elections.

That Taimur Qasim be acclaimed the Chair of the Committee Against Racism for the 2022 calendar year.

CARRIED

That Marlene Dei-Amoah be acclaimed the Vice Chair of the Committee Against Racism for the 2022 calendar year.

CARRIED

That Phillip Jeffrey be acclaimed the Recording Secretary of the Committee Against Racism for the 2022 calendar year.

CARRIED

14.2 Community Updates

14.2.a Committee Budget

S. Angrish advised that a budget was submitted on behalf of the committee. And committee members can request organizations delegate to seek funding.

14.2.b John C. Hollands awards

M. Dei-Amoah advised that the John C. Holland Awards will take place in June 2022.

14.2.c HAARC Update

S. Angrish advised that an update concerning HAARC will be provided to the Audit, Finance and Administration Committee on February 3rd, 2022.

15. Private and Confidential

No private or confidential matters.

16. Adjournment

(T. Childs / A. Law)

That, there being no further business, the meeting be adjourned at
- PM.

CARRIED



Hamilton

GOVERNANCE REVIEW SUB-COMMITTEE REPORT 22-001

Thursday, March 31, 2022

9:30 am

Room 264

Hamilton City Hall

Present: Councillors M. Wilson (Chair), L. Ferguson, M. Pearson, and A. VanderBeek

Absent: Councillors B. Clark – City Business, T. Whitehead – Personal

THE FOLLOWING ITEMS WERE REFERRED TO THE AUDIT, FINANCE & ADMINISTRATION COMMITTEE FOR CONSIDERATION:

1. APPOINTMENT OF A CHAIR AND VICE-CHAIR (Item 1)

- (a) That Councillor M. Wilson be appointed as Chair of the Governance Review Sub-Committee for the remainder of the 2018-2022 term.
- (b) That Councillor A. VanderBeek be appointed as Vice-Chair of the Governance Review Sub-Committee for the remainder of the 2018-2022 term.

2. Verbal Updates to Council (FCS22021 / CM22002) (City Wide) (Outstanding Business List Item) (Item 7.1)

That Report FCS22021 / CM22002, respecting Verbal Updates to Council, be received.

3. 2023 Committee and Council Meeting Calendar (Item 10.1) (Attached as Appendix “A” to Governance Review Sub-Committee Report 22-001)

That the 2023 Committee and Council Meeting Calendar be approved, as presented.

4. Review of City of Hamilton’s Agencies, Boards, Committees and other Affiliated Entities (LS22016 / FCS22025) (City Wide) (Item 10.2)

- (a) That Confidential Appendix "B" and "C" attached to Report LS22016 / FCS22025 respecting the Review of City of Hamilton’s Agencies, Boards, Committees and other Affiliated Entities be approved;

Audit, Finance and Administration Committee – April 7, 2022

- (b) That Confidential Appendix “A”, “B” and “C” to Report LS22016 / FCS22025 respecting the Review of City of Hamilton’s Agencies, Boards, Committees and other Affiliated Entities, remain confidential; and
- (c) That the City Clerk be directed to respond to the Ombudsman on behalf of the City with a list of those entities that the City of Hamilton considers to be ‘council’, ‘committee’ or a ‘local board’ with information contained in Confidential Appendix “B” to Report LS22016 / FCS22025 respecting the Review of City of Hamilton’s Agencies, Boards, Committees and other Affiliated Entities.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

The March 31, 2022 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) August 24, 2021 (Item 4.1)

The Minutes of the August 24, 2021 meeting of the Governance Review Sub-Committee were approved, as presented.

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

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

The following amendment to the Governance Review Sub-Committee’s Outstanding Business List, was approved:

- (a) Items Considered Complete and Needing to be Removed (Item 13.1(a):

Verbal Updates at Council and Committee Meetings

That the City Clerk along with the Senior Leadership Team provide a report back to the Governance Review Sub-Committee on the potential options on providing a summary for time sensitive In-Camera items prior to the meeting.

Added: February 12, 2020 - at Governance

Completed: March 31, 2022 - at Governance (Item 7.1)

OBL Item: 20-B

(e) PRIVATE AND CONFIDENTIAL (Item 14.1)

(i) Confidential Appendices "A" through "C" to Report LS22016 / FCS22025 – Review of City of Hamilton's Agencies, Boards, Committees and other Affiliated Entities

The Committee determined it was not necessary to go into Closed Session to discuss Item 14.1, Confidential Appendices "A" through "C" to Report LS22016 / FCS22025 – Review of City of Hamilton's Agencies, Boards, Committees and other Affiliated Entities.

For disposition of this matter, refer to Item 1.

(f) ADJOURNMENT (Item 15)

There being no further business, the Governance Review Sub-Committee meeting adjourned at 10:06 a.m.

Respectfully submitted,

Councillor M. Wilson, Chair
Governance Review Sub-Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk

Appendix “A” to Item 3 of Governance Report 22-001

January 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 NEW YEAR'S DAY	2 CLOSED IN LIEU OF NEW YEAR'S DAY	3 NO MEETINGS – PLEASE DO NOT USE	4 NO MEETINGS – PLEASE DO NOT USE	5 NO MEETINGS – PLEASE DO NOT USE	6 NO MEETINGS – PLEASE DO NOT USE	7 NO MEETINGS – PLEASE DO NOT USE
8	9	10	11	12	13	14
15	16 BOH – 9:30 a.m. PW – 1:30 p.m.	17 Planning – 9:30 a.m.	18 GIC – 9:30 a.m.	19 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	20	21
22	23	24	25 COUNCIL 9:30 a.m.	26	27	28
29	30 PW – 1:30 p.m.	31 Planning – 9:30 a.m.				

- GIC = General Issues Committee AF&A = Audit, Finance & Administration
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February 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 GIC – 9:30 a.m.	2 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	3	4
5	6	7	8 COUNCIL 9:30 a.m.	9	10	11
12	13 BOH – 9:30 a.m. PW – 1:30 p.m.	14 Planning – 9:30 a.m.	15 GIC – 9:30 a.m.	16 AF&A – 9:30 a.m. <i>If required</i> E&CS – 1:30 p.m. <i>If required</i>	17	18
19	20 FAMILY DAY	21	22 COUNCIL 9:30 a.m.	23	24	25
26	27	28				

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March 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
	NO MEETINGS – PLEASE DO NOT USE					
12	13	14	15	16	17	18
	MARCH BREAK		MARCH BREAK		MARCH BREAK	
19	20	21	22	23	24	25
	BOH – 9:30 a.m. PW – 1:30 p.m.	Planning – 9:30 a.m.	GIC – 9:30 a.m.	AF&A – 9:30 a.m. E&CS – 1:30 p.m.		
26	27	28	29	30	31	
			COUNCIL 9:30 a.m.			

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April 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 BOH – 9:30 a.m. PW – 1:30 p.m.	4 Planning – 9:30 a.m.	5 GIC – 9:30 a.m.	6 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	7 GOOD FRIDAY	8
9	10 EASTER MONDAY	11	12 COUNCIL 9:30 a.m.	13	14	15
16	17 PW – 1:30 p.m.	18 Planning – 9:30 a.m.	19 GIC – 9:30 a.m.	20 AF&A – 9:30 a.m. <i>If required</i> E&CS – 1:30 p.m. <i>If required</i>	21	22
23	24	25	26 COUNCIL 9:30 a.m.	27	28	29
30						

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Appendix “A” to Item 3 of Governance Report 22-001

May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 BOH – 9:30 a.m. PW – 1:30 p.m.	2 Planning – 9:30 a.m.	3 GIC – 9:30 a.m.	4 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	5	6
7	8	9	10 COUNCIL 9:30 a.m.	11	12	13
14	15 PW – 1:30 p.m.	16 Planning – 9:30 a.m.	17 GIC – 9:30 a.m.	18 AF&A – 9:30 a.m. <i>If required</i> E&CS – 1:30 p.m. <i>If required</i>	19	20
21	22 VICTORIA DAY	23	24 COUNCIL 9:30 a.m.	25	26	27
28	29 BOH – 9:30 a.m. PW – 1:30 p.m.	30 Planning – 9:30 a.m.	31 GIC – 9:30 a.m.			

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Appendix “A” to Item 3 of Governance Report 22-001

June 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	2	3
4	5	6	7 COUNCIL 9:30 a.m.	8	9	10
11	12 PW – 1:30 p.m.	13 Planning – 9:30 a.m.	14 GIC – 9:30 a.m.	15 AF&A – 9:30 a.m. <i>If required</i> E&CS – 1:30 p.m. <i>If required</i>	16	17
18	19	20	21 COUNCIL 9:30 a.m.	22	23	24
25	26	27	28	29	30	

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Appendix “A” to Item 3 of Governance Report 22-001

July 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 CANADA DAY
2	3 GIC – 9:30 a.m.	4 Planning – 9:30 a.m.	5 BOH – 9:30 a.m. PW – 1:30 p.m.	6 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	7 COUNCIL 9:30 a.m.	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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August 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 CIVIC HOLIDAY	8	9	10	11	12
13	14 GIC – 9:30 a.m.	15 Planning – 9:30 a.m.	16 BOH – 9:30 a.m. PW – 1:30 p.m.	17 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	18 COUNCIL 9:30 a.m.	19
20	21	22	23	24	25	26
27	28	29	30	31		

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September 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 LABOUR DAY	5 Planning – 9:30 a.m.	6 GIC – 9:30 a.m.	7 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	8 PW – 1:30 p.m. BOH – 9:30 a.m.	9
10	11	12	13 COUNCIL 9:30 a.m.	14	15	16
17	18 PW – 1:30 p.m.	19 Planning – 9:30 a.m.	20 GIC – 9:30 a.m.	21 AF&A – 9:30 a.m. <i>If required</i> E&CS – 1:30 p.m. <i>If Required</i>	22	23
24	25	26	27 COUNCIL 9:30 a.m.	28	29	30

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October 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 BOH – 9:30 a.m. PW – 1:30 p.m.	3 Planning – 9:30 a.m.	4 GIC – 9:30 a.m.	5 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	6	7
8	9 THANKSGIVING	10	11 COUNCIL 9:30 a.m.	12	13	14
15	16 PW – 1:30 p.m.	17 Planning – 9:30 a.m.	18 GIC – 9:30 a.m.	19 AF&A – 9:30 a.m. <i>If required</i> E&CS – 1:30 p.m. <i>If Required</i>	20	21
22	23	24	25 COUNCIL 9:30 a.m.	26	27	28
29	30 BOH – 9:30 a.m. PW – 1:30 p.m.	31 Planning – 9:30 a.m.				

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November 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 GIC – 9:30 a.m.	2 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	3	4
5	6	7	8 COUNCIL 9:30 a.m.	9	10	11
12	13 PW – 1:30 p.m.	14 Planning – 9:30 a.m.	15 GIC – 9:30 a.m.	16 AF&A – 9:30 a.m. If required E&CS – 1:30 p.m. If Required	17	18
19	20	21	22 COUNCIL 9:30 a.m.	23	24	25
26	27	28	29	30		

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December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 BOH – 9:30 a.m. PW – 1:30 p.m.	5 Planning – 9:30 a.m.	6 GIC – 9:30 a.m.	7 AF&A – 9:30 a.m. E&CS – 1:30 p.m.	8	9
10	11	12	13 COUNCIL 9:30 a.m.	14	15	16
17	18	19	20	21	22	23
24 CHRISTMAS EVE	25 CHRISTMAS DAY	26 BOXING DAY	27 SHUTDOWN	28 SHUTDOWN	29 SHUTDOWN	30
31 NEW YEARS EVE!						

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