



City of Hamilton
ADVISORY COMMITTEE FOR IMMIGRANTS AND REFUGEES
AGENDA

Meeting #: 23-002
Date: February 9, 2023
Time: 6:30 p.m.
Location: YouTube Channel Streaming for Virtual Meetings

All electronic meetings can be viewed at:
City's YouTube Channel:
<https://www.youtube.com/user/InsideCityofHamilton>

Lina El Khalil, Staff Liaison (905) 546-2424 ext. 7219

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(Added Items, if applicable, will be noted with *)	
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10.1	Review and feedback of the Code of Conduct for Local Boards	11
	The advisory committee is to review and submit comments on the Code of Conduct.	
10.2	Hamilton Immigrant Partnership Council (HIPC) Update	21
	Sharing the report with committee members.	
11.	MOTIONS	
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13.	GENERAL INFORMATION / OTHER BUSINESS	
13.1	Annual report on activities over the previous year	
14.	PRIVATE AND CONFIDENTIAL	
15.	ADJOURNMENT	

Land Acknowledgment

The City of Hamilton is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation.

Today, the City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.



Hamilton

Minutes
Advisory Committee for Immigrants and Refugees
Thursday December 8, 2022
6:30 pm
Webex

Present: Jennie Hamilton (Chair), Eisham Abdulkarim (Vice Chair),
Aref Alshaikhahmed, Dina Honig, Rami Safi, Lina El Khalil (Staff Liaison).

Regrets: Dorar Abuzaid (Recording Secretary), Ammira Ali, Councillor Maureen
Wilson

1. CEREMONIAL ACTIVITIES

- 1.1 J. Hamilton read the Land Acknowledgement.
- 1.2 J. Hamilton called the meeting to order and took roll call.

2. APPROVAL OF AGENDA

The Chair advised the committee of the following additions:

- 10.3 Hamilton Immigration Partnership Council (HIPC) meeting update
- 10.4 2024 applications for Advisory Committee members

(D.Honig/A. Alshaikhahmed)

That the Agenda for the December 8, 2022 meeting, be approved, as amended.

CARRIED

3. DECLARATION OF INTEREST

None.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

(i) April 14, 2022 (Item 4.1)

(D.Honig/A. Alshaikhahmed)

That the Minutes of April 14, 2022 be approved as presented.

CARRIED

5. DISCUSSION ITEMS (Item 10)

(i) Financial Education Update (Item 10.1)

Hamilton Immigrant Partnership Council (HIPC) suggested to the chair the committee coordinates a recommendation to be put forward to council that is more relevant to current issues facing immigrants and refugees.

(D.Honig/A. Alshaikhahmed)

That discussion of a Financial Educational Update be deferred to a future meeting.

CARRIED

(ii) 2023 Budget (Item 10.2)

The committee discussed the budget submission document for 2023.

(D.Honig/A. Alshaikhahmed)

That the following description under Special Events/Project Costs of the 2023 Budget Submission be renamed to the following:

~~Hosting the annual Newcomer Open House and preparing and disseminating the Newcomer Guide to Hamilton to~~ **Special Projects**

CARRIED

(E. Abdulkarim/A. Alshaikhahmed)

That the 2023 budget submission for the Advisory Committee for Immigrants and Refugees be approved, as amended.

CARRIED

(iii) Hamilton Immigrant Partnership Council (HIPC) Update (Added Item 10.3)

The Chair attended the Hamilton Immigrant Partnership Council meeting that discussed priorities of newcomers. Chair will move this item to the next meeting agenda and share the report from HIPC.

(iv) 2024 Applications for Advisory Committee (Added Item 10.4)

Staff informed the committee that the recruitment for citizens to the City of Hamilton advisory committees is scheduled to take place in late Q1 2023. Staff will share more details once made available. Meetings will take place as scheduled until a new advisory committee has been formed.

6. ADJOURNMENT

(A. Alshaikhahmed/D.Honig)

That the Advisory Committee for Immigrants and Refugees be adjourned at 7:30 p.m.

CARRIED

Jennifer Hamilton, Chair



Hamilton

NOTES

Advisory Committee for Immigrants and Refugees

Thursday, January 12, 2023

6:30 P.M.

Due to the COVID-19 and the Closure of City Hall

Electronic meeting can be viewed at:

City's YouTube Channel:

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

Present: Jennie Hamilton (Chair); Dorar Abuzaid (Recording Secretary)

Also Present: Lina El-Khalil (staff liaison)

Pursuant to Section 5.4(4) of the City of Hamilton's Procedural By-law 21-021, as amended at 7:00 P.M. the Staff Liaison to the Committee advised those in attendance that quorum had not been achieved within 30 minutes after the time set for the Advisory Committee for Immigrants and Refugees, therefore, the Staff Liaison to the Committee noted the names of those in attendance and the meeting stood adjourned.

Respectfully submitted,

Lina El-Khalil
Admin Assistant II
Government Relations and
Community Engagement
City Manager's Office

Authority: Item,
Report (FSC21081 (A))
CM:
Ward: City Wide

Bill No.

**CITY OF HAMILTON
BY-LAW NO.**

To ESTABLISH A CODE OF CONDUCT FOR LOCAL BOARDS

WHEREAS sections 8, 9 and 10 of the Municipal Act, 2001 authorize the City of Hamilton to pass by-laws necessary or desirable for municipal purposes; and

WHEREAS subsection 223.2(1) of the Municipal Act, 2001 requires the City of Hamilton to establish a code of conduct for members of its local boards;

NOW THEREFORE the Council of the City of Hamilton enacts the following Code of Conduct for Local Boards:

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

1. The Code of Conduct for Local Boards shall be as set forth in Schedule 1 to this By-law.
2. This By-law comes into force on the day it is passed.

PASSED this _____, 2022.

F. Eisenberger
Mayor

Andrea Holland
City Clerk

Schedule 1

CITY OF HAMILTON CODE OF CONDUCT FOR LOCAL BOARDS

Part 1

General Introduction, Framework, and Interpretation
Guiding Principles

- 1: Avoidance of Conflicts of Interest
- 2: Gifts, Benefits and Hospitality
- 3: Confidential Information
- 4: Use of City Resources
- 5: Election Campaigns
- 6: Improper Use of Influence
- 7: Business Relations
- 8: Member Conduct
- 9: Media Communications
- 10: Respect for the Town By-laws and Policies
- 11: Respectful Workplace
- 12: Conduct Respecting Staff
- 13: Reprisals and Obstructing
- 14: Acting on Advice of Integrity Commissioner

Part 2

Adjudicative Boards

- 15: Additional Requirements for Members of Adjudicative Boards
- 16: Communications with Parties
- 17: Independent Nature of Adjudicative Tribunals

Part 3

Complaint Protocol

Consequences of Failure to Adhere to Code of Conduct

Part 1

General Introduction, Framework, and Interpretation

This document is a Code of Conduct for members of Local Boards, both adjudicative and non-adjudicative. Local Boards, sometimes referred to as committees or tribunals, are as defined in s.223.1 of the Municipal Act and as identified by the municipality.

This Code of Conduct is to be given broad, liberal interpretation in accordance with applicable legislation and the definitions set out herein. Commentary in this Code is illustrative and not exhaustive.

Members shall seek to serve the public interest by upholding both the letter of the law and the spirit of the laws and policies established by the Federal parliament, Ontario legislature, and by City Council. The provisions of this Code are intended to be applied in concert with existing legislation and go beyond the minimum standards of behaviour set out in current federal and provincial statutes.

Guiding Principles

Members shall act with honesty and integrity, serving in a diligent manner, and performing their duties in a manner which promotes public confidence.

Members are expected to perform their duties as a member of the Local Board and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny.

Members shall serve the public in a conscientious and diligent manner.

Members should be committed to performing their functions with integrity, impartiality and transparency.

Members shall perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny.

There is a benefit to municipalities when Members have a broad range of knowledge and continue to be active in their own communities, whether in business, in the practice of a profession, in community associations, and otherwise.

Definitions:

"Adjudicative Board" means a Local Board that functions as a tribunal

"Council" means the Council of the City of Hamilton

"Family" includes "child", "parent" and "spouse" as those terms are defined in the *Municipal Conflict of Interest Act*, and also includes

- step-child and grand-child;
- siblings and step-siblings;

- aunt/uncle, and niece/nephew
- in-laws, including mother/father, sister/brother, daughter/son
- any person who lives with the Member on a permanent basis.

"Local Board" means a Local Board as defined in s.223.1 of the *Municipal Act*, or s. 1 of the *Municipal Conflict of Interest Act*, and includes citizen advisory committees and other bodies established by Council whose members are appointed by Council;

"Member" means a member of a City of Hamilton Local Board;

"Staff" includes employees, seasonal and contract workers, and volunteers of the City of Hamilton and/or of a City of Hamilton Local Board;

Rule 1: Avoidance of Conflicts of Interest

In this Rule:

1. A disqualifying interest is an interest in a matter regarding which a reasonable person fully informed of the facts and circumstances would conclude that the Member could not participate impartially in the decision-making process related to the matter either because to do so would not be in compliance with the Municipal Conflict of Interest Act, or, because the Member's relationship to persons or bodies involved in the matter or affected by the decision is so close, a reasonable person would conclude that the Member could not effectively carry out their public duty with impartiality.

2. A non-disqualifying interest is an interest in a matter that, by virtue of the relationship between the Member and other persons or bodies associated with the matter, is of such a nature that a reasonable person fully informed of the facts and circumstances would conclude that the Member could still participate impartially in the decision-making processes related to the matter only so long as:

The Member fully discloses the interest so as to provide transparency about the relationship; and

The Member states why the interest does not prevent the Member from making an impartial decision on the matter.

3. Members shall not participate in the decision-making processes associated with their role or position when they have a disqualifying interest in a matter. Participation includes attempting to influence an outcome, whether the decision to be made is to be made by the Local Board or a member of staff with delegated authority or operational responsibility.

4. Members may participate in the decision-making process related to a matter in which they have a non-disqualifying interest provided they file at their earliest opportunity a Transparency Disclosure in a form and manner established by the City Clerk acting in consultation with the Integrity Commissioner.

5. Members shall avoid participating in or influencing a proceeding when the member, or another person with whom the member has a close personal or professional relationship, has a financial or other private interest that may be affected by the proceeding or its outcome.
6. Members shall not appear before their Local Board on their own behalf or as a representative on behalf of any party.
7. Members shall not contract with the Local Board for the sale, rental or purchase of supplies, services, material or equipment, and shall not engage in the management of a business or otherwise profit directly or indirectly from a business that relies on an approval from the Local Board.

Commentary

Members of BIAs will frequently have an interest in common with other members of the BIA in matters that come before the Board, and as such would be exempted from the obligation to declare a disqualifying interest. Care should be taken however to recognize the existence of a disqualifying interest when the Member stands to gain or otherwise benefit in a manner that can be differentiated from others in the BIA. For example, while all members of the BIA would similarly benefit from the holding of a festival, any BIA member who supplies goods or services to the festival at a profit or loss would have a disqualifying interest in the event. The display of merchandise or the promotion of services at an event would not amount to a disqualifying interest.

Where a Member contributes to an event 'at cost', a disqualifying interest would not arise.

Rule 2: Gifts, Benefits and Hospitality

No Member shall accept any fee, gift or benefit that is connected, directly or indirectly, with the performance of the Member's duties, except as permitted by one or more of the exceptions listed below:

- compensation authorized by law;
- such gifts or benefits that can be considered incidental mementos or tokens of appreciation

Rule 3: Confidential Information

Confidential information includes any discussion that takes place between members of the Local Board when it is in a closed meeting; and includes information in the possession of, or received in confidence by, that the board or the City is either prohibited from disclosing, or is required to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA").

No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law, or authorized to do so by the Local Board or, if applicable, by Council.

No Member shall use confidential information for personal or private gain, or for the gain of relatives or any person or corporation, either directly or indirectly.

Rule 4: Use of City Resources

No Member should use municipal equipment , or permit the use of Local Board or City land, facilities, equipment, supplies, services, staff or other resources (for example, Local Board or City-owned materials, websites, Local Board and City transportation delivery services,) for activities other than the business of the Local Board or the City; nor should any member obtain personal financial gain from the use or sale of Local Board or City-developed information, intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the Local Board or City.

Rule 5: Election Campaigns

No member, while identifying themselves as a member of a Local Board, shall undertake any election campaign or election-related activities or work on, fund-raise, endorse or otherwise contribute to the election campaign of any person running in the municipal election for the municipality where the member serves on the Local Board.

Rule 6: Improper Use of Influence

No member shall use the influence of his or her position for any purpose other than the duties as a member of the Local Board.

Rule 7: Business Relations

No member shall allow the prospect of future employment by a person or entity to affect the performance of his/her duties as a member of the Local Board.

Rule 8: Member Conduct

Members shall conduct themselves with decorum at all times.

Members shall maintain proper control over meetings demonstrating respect for everyone who is involved in the meeting.

Members are expected to attend all meetings of the Local Board. If a member misses more than three consecutive (3) meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member.

Commentary

Members recognize the importance of cooperation and shall endeavour to create an atmosphere that is conducive to solving the issues before the Board, listening to various points of view and using respectful language and behaviour in relation to all those in attendance.

Rule 9: Media Communications

Members shall accurately communicate recommendations and proceedings of their Local Board.

If a member is contacted directly by the media, the member should refer the media to the Chair, or in the absence of the Chair, to the Vice-Chair.

Commentary

A Member may state that they did not support a decision, or voted against the decision, however a Member must refrain from making disparaging comments about other Members or staff, or about the Board's processes and decisions, in doing so.

When communicating with the media, a Member should at all times refrain from speculating or reflecting upon the motives of other Members in respect of their actions on the Board.

Members who engage in social media should recognize that the rules around decorum and respect apply regardless of the communications medium used. Because social media posts attract participation by others, Members hosting such sites or accounts should consider articulating and posting their own policy of addressing how frequently they will monitor the site for the purpose of identifying and removing disparaging, abusive or hateful comments.

Rule 10: Respect for the Town By-laws and Policies

Members shall adhere to and encourage public respect for the Local Board, the municipality and its by-laws, policies and procedures.

Commentary

A Member must not encourage disobedience of a City by-law in responding to a member of the public, as this undermines confidence in the City and in the Rule of Law.

Rule 11: Respectful Workplace

Members are governed by the workplace harassment and workplace violence policies in place for staff, recognizing that integrity commissioner is responsible for the administration and investigation of complaints.

All Members have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation and to ensure that their work environment is free from discrimination and harassment.

Rule 12: Conduct Respecting Staff

Members shall be respectful of the role of staff to advise based on political neutrality.

Members shall respect the professionalism of staff, and not exert undue influence on staff.

No Member shall maliciously or falsely impugn or injure the professional or ethical reputation or the prospects or practice of staff, and all Members shall show respect for the professional capacities of the staff of the City.

Commentary

It is inappropriate for a Member to attempt to influence staff to circumvent normal processes in a matter, or overlook deficiencies in a file or application. It is also

inappropriate for Members to involve themselves in matters of administration or departmental management which fall within the jurisdiction of the City Manager.

Rule 13: Reprisals and Obstructing

It is a violation of this Code of Conduct to obstruct the Integrity Commissioner in the carrying out of their responsibilities, or to engage in any activity in retaliation against any person because they made a complaint to or otherwise communicated with the Integrity Commissioner.

Rule 14: Acting on Advice of Integrity Commissioner

Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member in the same matter, as long as all the relevant facts known to the Member were disclosed to the Integrity Commissioner.

Members seeking clarification of any part of this *Code* should consult with the Integrity Commissioner.

Part 2

ADDITIONAL REQUIREMENTS APPLICABLE TO MEMBERS OF ADJUDICATIVE LOCAL BOARDS

Rule 15: In addition to the provisions applicable to Members of Non-adjudicative Local Boards, the following additional requirements are applicable with respect to the referenced rule:

Rule 2: Gifts, Benefits and Hospitality

Members should recuse themselves from any hearing, to avoid any perception of bias or conflict of interest which may arise as a result of a gift, benefit or hospitality which the Member may have received, from any of the parties or participants potentially affected by the decision of the Local Board.

Rule 5: Election Campaigns

Members of Adjudicative Local Boards are prohibited from fundraising for, endorsing, or otherwise contributing to the election campaign of any person running for a seat on Council.

Rule 9: Media Communications

Members of adjudicative boards should generally not comment to the media in relation to any decision made by the board or the rationale behind such decision. On the rare occasion when a comment may be appropriate, only the Chair shall serve as a media contact and all enquiries shall be referred to them.

Rule 16: Communications with Parties

Written communication to an adjudicative board shall take place only through the Secretary of the board or the appropriate municipal staff assigned to such board, and shall be copied to all

parties or their representatives as appropriate. Oral communications with the adjudicative board about current proceedings shall take place only in the presence of or with the consent of all parties.

Where a party is represented by a representative, all communication between the adjudicative board and the party shall be through the representative, with the exception of notices of hearing, which shall be served upon all parties and their representatives known to the adjudicative board as appropriate.

Rule 17: Independent Nature of Adjudicative Boards

The Chairs of adjudicative boards should ensure that the actions of any member, as well as Council members and staff attending adjudicative board meetings, are consistent with the arm's-length, quasi-judicial nature of the adjudicative board. Any actions compromising this position should be immediately dealt with by the Chair or panel chair.

An adjudicative board is required by the applicable laws to operate at arm's-length from and independently of Council. Members should therefore not request members of Council to intervene on applications considered by the adjudicative board. Members should refrain from seeking advice on their roles and responsibilities from Council members. In clarifying their roles and responsibilities, members should seek advice from appropriate staff.

Part 3

COMPLAINT PROTOCOL

The Complaint Protocol contained in the Council Code of Conduct applies with necessary modifications to complaints regarding members of Local Boards.

CONSEQUENCES OF FAILURE TO ADHERE TO CODE OF CONDUCT

Members who are found by the Integrity Commissioner to have failed to comply with the Code of Conduct for Local Boards may be subject to the following sanctions:

- (a) a reprimand; or
- (b) suspension of remuneration paid to the member in respect of his or her services as a member of the Local Board (if any).

Members may also be subject to such other remedial actions recommended by the Integrity Commissioner that directly flow from the action or behaviour of the member of the Local Board.

Members are subject to removal from the Local Board, or removal as Chair of the Local Board, by Council.



HIPC Partnership Council Meeting Minutes


Tuesday, December 6, 2022 | 2:00 – 4:00pm | The Gasworks, 141 Park North

Present: Rashed Afif (chair), Claudio Ruiz-Pilarte (vice-chair), David Hennick, David Quezada, Grace Baldwin, Jennie Hamilton, Kim Martin, Kojo Dampthey, Larry Huibers, Lily Lumsden, Lina El Ali, Didier Aoue (for Luc Bonaventure), Nabila Sissaoui, Sandra Valeri, Yudara Weerakoon, Sarah Wayland (HIPC staff), Natasha Hernandez (HIPC staff), Mohammad Araf (HIPC staff)


Guests: Astrid Hepner, Hamilton Music Collective

Regrets: Anabelle Ragsag, Cheryl Stepan, Deborah Schwientek, Grace Maciak, Jennifer Patterson, Olive Wahoush, Morris Hucal, Sue Connell, Uzma Qureshi

Absent: Khadija Hamidu, Leo Johnson, Maria Holland, Noura Afify, Paul Szachlewicz, Paul Takala, Rami Safi, Terri Bedminster, Stephanie Taylor

Item Description	Summary	Supporting Documents
Land Acknowledgment	<ul style="list-style-type: none"> Land Acknowledgment was offered by David Quezada. (document attached) 	 Land of acknowledgement by _____
Welcome, Introductions & Agenda Review	<ul style="list-style-type: none"> Rashed welcomed Council members. Kojo Dampthey will be leaving Hamilton Centre for Civic Inclusion in February 2023 and thus stepping down from HIPC Council. Rashed thanked Kojo for his work as an active member of HIPC since 2019 and the chair of the Anti-Racism Working Group, which has had many accomplishments since it was formed. No corrections were suggested to the last meeting minutes. Motion to approve meeting agenda was moved by Dave Hennick and seconded by David Quezada. 	
ARGW Presents: What One Thing?	<ul style="list-style-type: none"> This agenda item gives space for a HIPC member to share an initiative or practice around anti-racism and anti-oppression within their own organization and generating discussion among HIPC members. Claudio talked about an initiative led by OCASI that his organization, Immigrants Working Centre, is participating in. IWC is taking part in an initiative started by OCASI called Positive Spaces Initiative to engage with community organizations to (when applicable) adjust their policies and practices to better meet the 	

Item Description	Summary	Supporting Documents
	<p>needs of the LGBTQ community. As part of this initiative, a survey was sent out to all organizations to evaluate staff readiness to engage in training for organizational change, to build staff knowledge, and inform their attitudes. The initiative will start in a few months.</p>	
<p>Connecting Newcomers and Families: Hamilton Music Collective</p>	<ul style="list-style-type: none"> • Astrid Hepner from the Hamilton Music Collective provided an overview of the organization and its programs: <ul style="list-style-type: none"> ○ The vision of the collective is to create a space for youth, being inclusive and making music accessible to everyone. ○ The collective was founded in 2008 and the “An Instrument for Every Child” program was launched in 2010 in partnership with school boards in Hamilton. ○ The program intends to reach kids who do not have the opportunities to be exposed to music. Most of the kids are in “priority” schools identified by the school boards. ○ The collective has served almost 6,000 kids since 2008. 600-700 children are currently enrolled. ○ The program provides instruments and instruction. Research shows music education has many benefits on the brain and can help build cognitive and behavioural skills. ○ HMC relies on fundraising and has a strong group of individual and corporate donors, including the City of Hamilton. ○ Programs are open to everyone, and many newcomer kids are participating. This is a great way for newcomer kids to make friends and get exposed to music at the same time. ○ Scholarships and subsidies are available. More information is available on the program website. 	<p>Hamilton Music Collective website at https://hamiltonmusiccollective.ca/</p>

<p>HIPC Evaluation and Planning: Activity</p>	<ul style="list-style-type: none"> • Araf, Yudara and Sarah delivered a presentation on the findings from HIPC evaluation and partner survey. (presentation attached) • Partner survey results showed that top barriers to successful settlement and sense of belonging for newcomers were: lack of employment opportunities commensurate with skills, lack of housing availability and affordability, lack of social connections, discrimination/racism, and lack of knowledge of official languages. • Two breakout groups discussed what each organization is doing to address the above-mentioned barriers and what actions HIPC can take. Top 2-3 actions that were reported are highlighted below: <p>Breakout Group Discussion 1: What are organizations doing?</p> <ul style="list-style-type: none"> ○ Wesley delivers community connections programs virtually for Ukrainians and Government-Assisted Refugees. Topics range from fraud and scam prevention with the police to doing income tax with Service Canada. ○ <i>Réseau francophone</i> works closely with the informal sector to do in-person activities, events and workshops to promote social connections. ○ College Boréal has a navigator who is responsible for planning activities with newcomers. The college's employment department helps a lot of newcomers with employment. ○ IRAC has had challenges to maintain its members and meet on a regular basis. Participation in HIPC helps us to develop ideas on what our committee should work on. ○ Good Shepherd focuses on emergency issues like shelter. COVID has exacerbated lack of social connections. The organization can do better in promoting social connections as well as services that already exist in the community. Most clients served by Good Shepherd's family shelter are refugees who may not be eligible for certain settlement services. The organization has set aside budget for interpretation as well. ○ YMCA can connect with Good Shepherd as their funding allows them to serve everyone regardless of status. ○ There are 315 people on the waitlist for LINC classes and 111 for ESL classes. YMCA does 400 language assessments each month. Being on these waitlists can impact both language acquisition and social connections for newcomers. Creating more spaces for language classes is a funding issue. ○ The sector continues to be challenged by workforce issues and turnover among teachers. ○ YMCA has been doing more English Conversation Circles to fill this gap. There is a need for evening and online classes. ○ Childcare spaces also impact the waitlist as some newcomers look for classes that provide childcare. ○ Hamilton Police Service has been sending its members to go out in different communities and participates in job fairs as HPS is currently hiring for various positions. HPS has also partnered with community organizations such as PraAction to hold events focusing on diverse communities. 	 <p>v2HIPC Evaluation Report Findings - Cou</p>
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Actions HIPC can take:

- Have HIPC's presence at different community events, including at places of worship.
- Leverage HIPC membership to translate and modify (through a cultural lens) the existing pamphlets on domestic violence, human trafficking, the role of Children's Aid Society and more.
- Organize more networking events beyond the Newcomer Day.
- Connect with the informal sector and ethno-cultural association and host events in their community spaces.
- Newcomers face discrimination in housing. While landlord discrimination used to be more subtle, recently there has been more overt discrimination. Create a formal committee on housing and bring someone from City housing at the table.
- Promote opportunity for organizations to participate in the creation of the Hate Crime Review Team.

Breakout Group Discussion 2:

What are organizations doing?

- Wesley and IWC offer community connection programming. IWC's programs include community gardening, weaving programming, cooking programs etc. Wesley recently created a program for seniors based on their feedback.
- There is a need to work on connecting to other services beyond settlement.
- COVID has affected social connections, behavioural issues, and social consequences.
- Integration is a two-way street and requires both groups (newcomers and Canadian-born population) to try to learn from each other.
- Seniors are particularly vulnerable because of lack of social connections.
- Examples of ways to promote social inclusion include welcoming events at schools with social services available. This can be an opportunity to connect with other families.
- Burlington Public Library promotes accessibility for all. It emphasizes the importance of space and not only books/services. It is important to tailor services for newcomers/immigrants.

Actions HIPC can take:

- Bring people together, facilitate conversations. Create fellowship opportunities.
- Identify more specific gaps around social connections (e.g. who is not socially connected?)
- Promote civic engagement beyond election time especially as many newcomers do not have the right to vote in the first 3-4 years of arrival.
- There is a huge backlog for LINC classes, and funders are not adjusting to this need. There is a need for more funding.
- Renters are less likely to vote, and many newcomers are renters.
- Housing challenges perpetuate the social isolation/lack of social connections.
- Ask communities what types of events they would like to have.

Committee Reports	<ul style="list-style-type: none"> • Social inclusion and Community Engagement Committee: <ul style="list-style-type: none"> ○ Lina reported the committee met on November 22 and had guest speakers from St. Matthew’s House and Environment Hamilton. The committee is making progress on several projects. ○ Stories of Migration and Belonging Exhibit part II: 6 nominees were selected, and the filming is completed. There will be an event early next year to showcase these stories. ○ Inclusion Campaign: The report from community listening sessions is finalized. A planning team has been meeting regularly. Possible launch of the campaign (named Hamilton For All) in spring 2023. ○ Planning for the Newcomer Day will start early next year. Connect with HIPC team to be part of it. • Anti-Racism Working Group: <ul style="list-style-type: none"> ○ Sarah provided an update on behalf of Kojo, the working group chair: ○ The working group has had many accomplishments since its creation: 1) reviewed HIPC terms of reference and recommended changes, all of which were adopted, 2) disseminating/acting on discrimination survey findings, 3) articulated need for a new Hamilton-focused inclusion campaign, 4) instituted land acknowledgment protocol, and 5) implemented “what one thing” agenda item. ○ Current projects include an EDI Checklist for use in four areas: events and meetings, project development and planning, communications, and research and evaluation. The checklist is aspirational and will be a ‘living document’ that evolves. It is intended for HIPC internally, but it is hoped that other organizations will draw from it. ○ The WG will meet in January to discuss next step to the workshop held in 2020 for the incoming council. ○ Call for new members: With the departure of several members, the group is issuing a call for new members to join this working group. ○ David Quezada offered to be part of the working group. 	
HIPC Business	<ul style="list-style-type: none"> • HIPC Communication Strategy: Natasha encouraged members to use this document for their own organization’s communication. The document includes best practices, how to use different communication channels and for what purposes. (document attached) • Stories of Migration and Belonging Exhibit: Filming took place November 28, and the team will plan an event early next year to launch the exhibit with Hamilton Civic Museums. • Newcomer Day: City Hall is tentatively booked for Friday, May 26 for an in-person event. Sarah has sent a request to IRCC for a citizenship ceremony. There is an opportunity to work with IRAC and other organizations around this table to hold a fun, informative and celebratory event. 	Presentation - - sent separately
Roundtable Updates	<ul style="list-style-type: none"> • Kim shared Social Planning and Research Council’s recent publication based on analysis of census 2021 data on different topics including poverty, housing, social assistance rates. 	
Adjournment	<ul style="list-style-type: none"> • Next meeting in March 2023 (TBD) 	

