

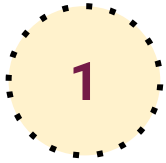
Suggested changes to the City's Procedural By-law

Audit, Finance and Administration Committee

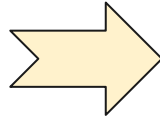
February 4, 2021

Cameron Kroetsch

Overview of suggested changes



The suggestions outlined in my 20 page submission are the culmination of work I have been doing with the City of Hamilton to suggest improvements to its bylaws since November 2017.



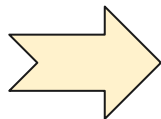
Why does this matter?

These comments are being made in the spirit of continued collaboration and a genuine desire to see both short and long term improvements.

Overview of suggested changes

2

The entire bylaw should be reworded using the principles of **Clear Writing Standards** and using language that is accessible to as many Hamiltonians as possible.



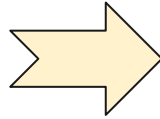
Why does this matter?

The easier the document is to read, the easier it will be to interpret and use by **everyone**, including City Council, staff, and the general public.

Overview of suggested changes

3

The bylaw should be reorganized, shortened, and similar things should be grouped together. In general, the bylaw should spell out anything that's **unclear**, **missing**, or requires another **source**.



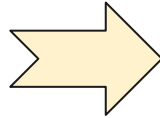
Why does this matter?

Members of Council will be able to rely on the bylaw as a complete document and it will be easier to navigate and find specific wording.

Overview of suggested changes

4

Members of City Council should give themselves more time to review documents in between meetings and the meeting schedule should be changed as soon as possible to **prioritize** this.



Why does this matter?

This will give members of Council more time to review reports, documents, and correspondence. It will also give the public more time to engage.



2

+

3

**Reorganizing,
shortening, and
increasing clarity**

Has the bylaw gotten longer?

45 pgs
13k wds

2010

52 pgs
14k wds

2014

67 pgs
20k wds

2021

+50% increase in # of pgs / wds

Was the bylaw made clearer?

B

2010

B

2014

C

2021

-1 full letter grade in readability

Readability of current bylaw

- **Flesch-Kincaid / Gunning Fog - 12.0**
 - Good scores are less than 10.0
- **Flesch Reading Ease - 40.1**
 - Good scores are over 60.0
- **Sentences with more than 30 syllables - 42%**
 - Good scores are less than 6%

Readability of current bylaw

- **Sentences with more than 20 syllables - 56%**
 - Good scores are less than 12%
- **Words with more than 12 letters - 0%**
 - Good scores are less than 3%
- **Words with more than 4 syllables - 2%**
 - Good scores are less than 3%



4

Changes to the meeting schedule

Where is your time spent?

City Council
General Issues
Board of Health

All members of Council

AF & A - 8/16

E & CS - 6/16

Planning - 8/16

Public Works - 11/16

38% - 69%

Where is your time spent?

3 mtgs

6.25%

1 member

5 mtgs

81.25%

13 members

6 mtgs

18.75%

3 members

81.25% of Council already attends 5

What am I suggesting?

City Council
~~General Issues~~
Board of Health

All members of Council

AF & A - 16/16
E & CS - 16/16
Planning - 16/16
Public Works - 16/16

All members of Council

What am I suggesting?

6 mtgs

100.00%

~20% of Council already attends 6

What are the benefits?

**All members of
council are at
all meetings**

No repetition

.....

**More time to
review things in
between**

At least 1 week

What are the benefits?

**All members of council
are at all meetings**

**+ Inclusion + Awareness
+ Representation**