



Hamilton

Minutes 22-004

Hamilton Women and Gender Equity Committee

Thursday, April 28, 2022

6:00pm-8:00pm

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: Jan Lukas, Deanna Allain, Adriana Harris, Autumn Getty, Yulena Wan, Julie Turner, Heather Platt, Michelle Hutton, Stephanie Scardellato, Melanie Cummings, Pascale Marchand, Kathleen Shannon

Regrets: Anna Davey, Gagan Batra

Also Present: Kim Manderson - Staff Liaison
Morgan Stahl, Director Government Relations and Community Engagement

1. CEREMONIAL ACTIVITIES

1.1 Land Acknowledgement

D. Allain provided the Land Acknowledgement

2. APPROVAL OF THE AGENDA (ITEM 2)

Item added to the Agenda- D. Allain

(i) Introduction of New and Standing Members

Item added to 10.1a Recruitment Update

(ii) Agenda Items for May meeting

Item added as 10.1(b)

(J.Lukas /A. Harris)

That the Agenda of April 28, 2022 be approved as amended.

CARRIED

3. DECLARATION OF INTEREST (ITEM 3)

None.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING (ITEM 4)

i. March 24, 2021 (Item 4.1)

(J.Lukas /Y.Wan)

That the Hamilton Women and Gender Equity Committee approve the Minutes of March 24, 2022 as presented.

CARRIED

5. DISCUSSION ITEMS (ITEM 10)

i. Business Arising from Previous Minutes (Item 10.1)

a. Recruitment Update

Introduction of new and standing members. Each member provided an introduction to the committee.

b. May Agenda Items (Added Item 10.1b)

D.Allain requested that the Committee review the directives that need to be addressed prior to the end of the Committee term for discussion at the May meeting.

Staff sent email to the Committee on March 7, 2022 outlining the tasks that required completion by the Committee prior to the end of term. Staff to send out to all members following in advance of the May meeting.

Documents for review include: Committee work plan and the status of each item and an annual review of the terms of reference.

c. Roles and Responsibilities (Added Item 10.1c)

D. Allain discussed that the HWGEC does not have a Recording Secretary as outlined in the Volunteer Advisory Committee Handbook. D. Allain requested members to review the responsibilities of the role for a motion to be carried out at the May meeting to appoint a recording secretary.

Staff was requested to send out the role description in advance of the May meeting.

6. ADJOURNMENT (ITEM 15)

(P. Marchand/J.Lukas)

That the Hamilton Women and Gender Equity Committee be adjourned at 6:30 p.m.

CARRIED

Respectfully submitted,

D. Allain, Chair
Hamilton Women and
Gender Equity Committee

Kim Manderson,
Human Rights Specialist, Talent & Diversity
City Manager's Office, Human Resources.