

Feedback from Advisory Committee Respecting the Code of Conduct

Committee	Meeting Date	Comments
Committee Against Racism	N/A	Have not met to review
Hamilton Cycling Committee	February 1, 2023	<p>Received with the following comments:</p> <ul style="list-style-type: none"> • It was not clear what changes have been made from the previous version • Overall, it is vague and unclear for people to understand and comprehend • Additional details on what restrictions there are in terms of what committee members can and cannot say should be provided • Committee members are treated and held to the same standard as city staff, but don't have the same level of influence • Should be less strict; if so rigid, then it needs to be more clearly written • Committee members are limited in their ability to have the influence that this code of conduct suggests • These are complicated procedural rules and resources are not being put to the advisory committees in order to meet the high level of expectations set out in the code of conduct • More support needed from clerks on how to properly do things. Clearly identify how do we accomplish the goals via motions, committee reports • Integrity commissioner does not provide clear advice when members ask questions related to the code of conduct • The chair is being held to a different standard, including potential fines if things go wrong • Handbook is not specific enough. Is not written for lay people and therefore difficult to understand. Examples of what can and can't be said along with clarity on specific penalties, would be a suggested addition • Should give information/guidance on how to accomplish goals through motions or citizen committee reports.
Hamilton Veterans Committee	Staff Liaison	Received without comment.
Housing and Homelessness Advisory Committee	February 7, 2023	Received without comment

Committee	Meeting Date	Comments
Advisory Committee for Immigrants and Refugees	Staff Liaison	Received without comment.
Indigenous Advisory Committee	Staff Liaison	Received without comment.
Keep Hamilton Clean and Green Committee	January 17, 2023	Received without comment.
Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee	January 17, 2023	Received without comment.
Mundialization Committee	December 21, 2022	Received without comment
Women and Gender Equity	January 26, 2023	<p>Received with the following comments (Citizen Committee Report presented to AF&A):</p> <p>Page 41: regarding the statement, “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.”, the committee feels that the Code of Conduct should be explained more thoroughly and in plain language to prevent interpretation which extends beyond the understanding of the public and volunteer advisory committee members.</p> <p>Page 43: regarding confidential information, more information is needed to establish exactly what is considered to be confidential, how members can be aware of what the board of city is prevented from disclosing, and how the rule differentiates between items discussed in a closed meeting and information that is already publicly available. There should be a clear system to label and identify confidential information to local boards. Information related to confidentiality for members of council is much clearer in their code of conduct compared to this proposed code for volunteers.</p> <p>Page 44: regarding member conduct, more clarity is needed to provide committee members with information on how the City of Hamilton can require decorum “at all</p>

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		<p>times”. For instance, if political protest is a charter protected right, but is not considered conducting oneself with decorum, more clarity is needed to confirm if a volunteer advisory committee member may face consequences or penalties.</p> <p>Page 44-45: regarding media communications, the committee was previously told that the chair could not speak to media without approval from the committee they report to, which does not appear to be the case in the code of conduct. There is no information on the ability of the Chair to speak to media and what, if any, approval is required, or what limitations, if any, exist as part of such media communication. The commentary also identified that the rules of decorum apply to social media, and recommend that members “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.” It is in the opinion of the advisory committee that the City of Hamilton should not be applying rules of decorum to volunteer committee members on their personal social media accounts, or outside of their duties as committee members, as it may infringe on their rights to expression and political protest. Further, it is unreasonable to apply responsibility for filtering hateful and abusive comments on the posts of volunteer advisory committee members. The City of Hamilton should not expect anyone to read through abusive and hateful comments on personal social media as part of code of conduct, and especially should not do so without providing support and resources for the additional harm such exposure to hate and abuse can cause.</p> <p>Page 45: regarding the expectation that members “adhere to and encourage public respect for the Local Board, the municipality and its by-laws, policies and procedures”, the committee feels the Code of Conduct must provide clearer definitions or respect and what is considered disrespectful. Further to this, more clarity is needed to ensure members understand whether their rights to expression and political protest will be restricted or prohibited when agreeing to volunteer on a citizen advisory committee.</p>

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		<p>Page 45: regarding the workplace harassment and violence policies in place for staff, members of this advisory committee have not received copies of such policies, and these policies, in addition to the code of conduct, must be easily and readily available to members so they can comply.</p> <p>Page 46: regarding the advice to consult the integrity commissioner if members seek clarification, there should be direction or information on who or how to contact the integrity commissioner included in the code of conduct.</p> <p>Page 46: the formatting of “Part 2” to include additional context for previously mentioned rules and the addition or new rules makes this part of the document particularly difficult to read and follow, and revision may be needed.</p> <p>Page 47: regarding the consequences of failure to adhere to code of conduct, and in addition to the aforementioned feedback on this item, “reprimand” must be clearly defined, and this section must clearly identify what reprimand and remedial actions will look like for volunteer citizen committee members.</p> <p>Page 49: the numbering of the items on this page include two separate items numbered as 4, rather than a continued sequential order. More clarify is needed on the operating procedure regarding any requirements for approval that are needed before a chair can speak to media on behalf of the committee, and what restrictions might be in place for such engagement.</p> <p>Page 53: regarding the note at the bottom of the page, the Chair or Vice-Chair and the Secretary have never signed the meeting minutes in practice on this committee, and more clarification is needed on if digital signatures would be acceptable if this is now going to be required, considering the hybrid operation of most committees</p>
Seniors Advisory Committee	January 6, 2023	Received with the following comments:

Committee	Meeting Date	Comments
		<ul style="list-style-type: none"> • this code of conduct is written for members of boards and in other documentation advisory's and boards are stated as different bodies. • is standard to other codes of conducts and nothing is unusual or different
Advisory Committee for Persons with Disabilities	January 10, 2023	Received without comment
Arts Advisory Commission	N/A	Have not met to review
Climate Change Advisory Committee - NEW	N/A	Have not met to review
Food Advisory Committee	N/A	Have not met to review
Mayor's Ukrainian Humanitarian Crisis and Response Advisory Committee	N/A	Have not met to review