



Hamilton

**Minutes 23-02**

**Hamilton Women and Gender Equity Committee**

**Thursday February 16, 2023**

**6:00pm-8:00pm**

**All virtual meetings can be viewed at the  
City's YouTube Channel:**

**<https://www.youtube.com/user/InsideCityofHamilton>  
Virtual Meeting**

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**Present:** Deanna Allain, Melanie Cummings, Adrianna Harris, Michelle Hutton, Jan Lukas, Pascale Marchand and Kathleen Shannon.

**Regrets:** Gagan Batra, Anna Davey, Autumn Getty, Heather Platt, Stephanie Scardellato and Yulena Wan.

**Also Present:** Morgan Stahl, Director of Government Relations and Community Engagement and Jocelyn Strutt, Senior Project Manager and Public Engagement Specialist.

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**1. CEREMONIAL ACTIVITIES**

**1.1 Land Acknowledgement**

D. Allain provided the Land Acknowledgement

**2. APPROVAL OF THE AGENDA (ITEM 2)**

The Chair advised the committee of the following additions to the agenda:

10. DISCUSSION ITEMS

10.1 Citizen Committee Report respecting Barriers to the Volunteer Advisory Committees' Ability to Fulfil its Mandate – REVISED

10.2 Update on Citizen Committee Report on Gender Equity Budgeting

10.3 Clarification respecting rules, guidelines, formatting, and limitations in the development of Citizen Committee Reports

**(J. Lukas / K. Shannon)**

That the agenda for the February 16, 2023 meeting be approved, as amended.

**CARRIED**

**3. DECLARATION OF INTEREST (ITEM 3)**

None.

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

**i. January 26, 2023 (Item 4.1)**

**(K. Shannon /A. Harris)**

That the Hamilton Women and Gender Equity Committee approve the Minutes of January 26, 2023 as amended.

**CARRIED**

## **5. COMMUNICATIONS**

### **(i) Resignation from the Women and Gender Equity Advisory Committee (Item 5.1)**

#### **(A. Harris / M. Cummings)**

That the resignation of Julie Turner from the Women and Gender Equity Advisory Committee, be received.

**CARRIED**

## **6. STAFF PRESENTATIONS (ITEM 9)**

### **(i) Hamilton Street Railway "Take the Wheel" Campaign (item 9.1)**

Sadhna Jayatunge, Hamilton Street Railway Coordinator, Transit Customer Experience and Innovation, Public Works, City of Hamilton addressed Committee with information regarding their "Take the Wheel" campaign on International Women's Day March 8, 2023, 6-8pm at Mohawk College and their efforts to recruit more female drivers for the HSR.

#### **(P. Marchand / J. Lukas)**

That the Presentation respecting the Hamilton Street Railway "Take the Wheel" Campaign, be received.

**CARRIED**

## **7. DISCUSSION ITEMS (Item 10)**

### **(i) Citizen Committee Report respecting Barriers to the Volunteer Advisory Committees' Ability to Fulfil its Mandate – REVISED (Added Item 10.1)**

**(P. Marchand/M. Cummings)**

- (a) Let the record reflect that the committee has a report disallowed from the public agenda or discussion in open session, following an email sent to the Chair less than an hour before the meeting, and the citation of an unnamed HR policy and by-law 10-053 during the meeting. The report, as amended, was referred to the March 23, 2023 Audit, Finance, and Administration Committee meeting, where the Chair will attend as a delegate on behalf of the committee.
  
- (b) That the Citizen Committee Report respecting Barriers to the Volunteer Advisory Committees' Ability to Fulfil its Mandate, be approved; and
  
- (c) That, once approved by Council, copies of the Citizen Committee Report respecting Barriers to the Volunteer Advisory Committees' Ability to Fulfil its Mandate, be distributed to the Committee Against Racism, the Immigrant and Refugee Advisory Committee, and the Advisory Committee, Indigenous Advisory Committee, Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee (LGBTQ), Seniors Advisory Committee.

**CARRIED**

**(ii) Citizen Committee Report on Gender Equity Budgeting (Added Item 10.2)**

The Chair addressed Committee with an update on presentation at City Budget meeting of Citizen Committee Report on Gender Equity Budgeting. Report was passed 6-0 to ask staff to look at and incorporate into 2024 budget.

**(iii) Clarification respecting rules, guidelines, formatting, and limitations in the development of Citizen Committee Reports (Added Item 10.3)**

**(P. Marchand/M. Cummings)**

- (a) That the committee be provided with clear clarification respecting the rules, guidelines, formatting, and limitations in the development of Citizen Committee Reports by the March 16, 2023 meeting.
- (b) In the event that there is no policy or procedure, that a response still be provided ahead of the March 16, 2023 meeting to provide findings to advisory committee.

**CARRIED**

**14. PRIVATE AND CONFIDENTIAL**

- (i) Closed Session Minutes of January 26, 2023.

**(P. Marchand / K. Shannon)**

That the Closed Session Minutes of January 26, 2023, be approved.

**CARRIED**

**15. ADJOURNMENT (ITEM 15)**

**(A. Harris/ M. Hutton)**

That the Hamilton Women and Gender Equity Committee be adjourned at 7:18 p.m.

**CARRIED**

**15.1 Next Meeting Thursday March 16, 6pm**

Respectfully submitted,

D. Allain,  
Chair

Hamilton Women and Gender Equity Committee

Morgan Stahl,  
Staff Liaison  
City Manager's Office