



Hamilton

**GOVERNANCE REVIEW SUB-COMMITTEE
REPORT 24-003**

Monday, November 25, 2024

11:00 a.m.

**Council Chambers (Hybrid)
Hamilton City Hall**

Present: Councillors T. Hwang (Chair), B. Clark, J.P. Danko (virtually),
C. Kroetsch, and M. Wilson

**Absent
With Regrets:** Councillor N. Nann – Personal

**THE FOLLOWING ITEMS WERE REFERRED TO THE AUDIT, FINANCE AND
ADMINISTRATION COMMITTEE FOR CONSIDERATION:**

1. Council and Committee Report Templates (CC24002) (City Wide) (Item 10.1)

That Memorandum CC24002, respecting Council and Committee Report Templates (CC24002) (City Wide), be received.

**2. 2024 Review of the City's Procedural By-law (FCS24018) (City Wide) –
FURTHER REVISED (Added Item 10.2)**

- (a) That the proposed amendments to By-law 21-021, being A By-Law To Govern The Proceedings of Council and Committees of Council, as Amended, attached as Appendix 'A' to Governance Review Sub-Committee Report 24-003, ***as Amended, with the addition of subsection 5.14(4)(a);*** by replacing 'with the leave of' with '***after being recognized by***' in subsection 5.9 (3) and ***with the exception of subsections 3.2(6); 5.6(6) and 5.14(15),*** be recommended to Council for approval;
- (b) That the necessary amending by-law be prepared and provided to Council for consideration; and
- (c) ***That staff be directed to report back to the Governance Review Sub-Committee in Q1 2025 on potential amendments to Section 8 – Order and Decorum with regards to defining parliamentary and unparliamentary decorum.***

2. Review of the Council Code of Conduct – REVISED (Item 11.2)

WHEREAS, the Integrity Commissioner for the City of Hamilton has recommended we review the Council Code of Conduct to ensure it is up to date and reflects current legislation and case law;

WHEREAS, the Integrity Commissioner for the City of Hamilton has suggested that it would be helpful to compare our Council Code of Conduct with others in the Province of Ontario to better reflect best practices; and

WHEREAS, 2022-2026 Council Priorities aim to build trust with residents through increased accountability and transparency.

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to request that the Integrity Commissioner perform a comprehensive review and update of the Council Code of Conduct;
- (b) That the review of the Council Code of Conduct include recommendations respecting a detailed social media policy; and
- (c) That staff be directed to request that the Integrity Commissioner submit, prior to beginning the work set out in subsections (a) and (b) above, a proposal for the work that a lump-sum upset limit for the work.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised of the following changes to the agenda:

10. DISCUSSION ITEMS

- 10.2 2024 Review of the City's Procedural By-law (FCS24018) (City Wide) – ***FURTHER REVISED***

The November 25, 2024 Agenda of the Governance Review Sub-Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES (Item 4)

(i) October 31, 2024 (Item 4.1)

The Minutes of the October 31, 2024 meeting of the Governance Review Sub-Committee were approved, as presented.

(d) DISCUSSION ITEMS (Item 10)

(i) 2024 Review of the City's Procedural By-law (FCS24018) (City Wide) – FURTHER REVISED (Added Item 10.2)

(1) The recommendations in Report FCS24018, were **amended** by adding a new subsection (c) as follows:

(c) ***That staff be directed to report back to the Governance Review Sub-Committee in Q1 2025 on potential amendments to Section 8 – Order and Decorum with regards to defining parliamentary and unparliamentary decorum.***

(2) Appendix A to Report FCS24018, was **amended**, as follows:

(a) by **amending** subsection 5.9(3) as follows:

(3) A member of Council who is not a member of a standing committee, may speak during a committee meeting ***with the leave of after being recognized by*** the Chair, after every member of the Standing Committee has spoken.

(b) by adding Subsection 5.14(4)(a) as follows:

(4)(a) If a member of Public Health Sub-Committee would like a relevant item of correspondence listed in the Council's Weekly Correspondence Listing placed on a Public Health Sub-Committee agenda, the member must advise the Clerk's Office no later than 12:00 p.m. (noon) on the day prior to the meeting.

(c) by deleting Subsection 5.14(15) in its entirety as follows:

~~(15) A Standing Committee member may read out an email or a letter for the Committee respecting a matter on the agenda and ask that the correspondence item become part of the official record with the approval of a majority of the members present.~~

The amendments to Subsections 3.2(6) and 5.6(6) of Appendix A of Report CFS24018, respecting 2024 Review of the City's Procedural By-law (FCS24018) (City Wide) – FURTHER REVISED, **As Amended**, were voted on separately.

The amendments to Subsections 3.2(6) and 5.6(6) of Appendix A of Report CFS24018, respecting 2024 Review of the City's Procedural By-law (FCS24018) (City Wide) – FURTHER REVISED, **As Amended**, were DEFEATED.

For further disposition of this matter, refer to Item 2.

(e) ADJOURNMENT (Item 15)

There being no further business, the Governance Review Sub-Committee meeting was adjourned at 12:43 p.m.

Respectfully submitted,

Councillor T. Hwang, Chair
Governance Review Sub-Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk