



City of Hamilton
SELECTION COMMITTEE FOR AGENCIES, BOARDS AND SUB-
COMMITTEES
AGENDA

Meeting #: 23-015
Date: November 20, 2023
Time: 12:00 p.m.
Location: Room 193, 1st Floor (hybrid) (RM)
71 Main Street West

Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

	Pages
1. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
2. DECLARATIONS OF INTEREST	
3. APPROVAL OF MINUTES OF PREVIOUS MEETING	
3.1 October 23, 2023	3
3.2 October 24, 2023	6
4. COMMUNICATIONS	
4.1 Correspondence respecting the Rationale for the Current Membership Number for the Committee of Adjustment	9
Recommendation: Be received.	
5. PRIVATE AND CONFIDENTIAL	

5.1 Closed Session Minutes - October 23, 2023

Pursuant to Section 9.3 sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(3) Sub-section (b) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City or local board employees

5.2 Closed Session Minutes - October 24, 2023

Pursuant to Section 9.3 sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(3) Sub-section (b) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City or local board employees

5.3 Interviews for Various Agencies, Boards and Sub-Committees

Pursuant to Section 9.3 sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(3) Sub-section (b) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City or local board employees

5.4 Deliberation of Applications to Various Agencies, Boards and Committees

6. ADJOURNMENT



Hamilton

**SELECTION COMMITTEE
FOR
AGENCIES, BOARDS AND SUB-COMMITTEES
MINUTES 23-013
12:00 p.m.
October 23, 2023
Room 264, 2nd Floor
City Hall**

Present: Councillors C. Cassar (Chair) C. Kroetsch, N. Nann, M. Tadeson, A. Wilson and M. Wilson

Absent with regrets: Councillors B. Clark and T. Jackson – Personal

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees (Item 4.4)

(Tadeson/M. Wilson)

- (a) That the directions provided to staff in Closed Session respecting the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees, be approved; and
- (b) That the details of the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees remain confidential.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised the Committee that there were no changes to the agenda.

(Tadeson/A. Wilson)

That the agenda for the October 23, 2023 meeting of the Selection Committee for Agencies, Boards and Sub-Committees be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

Councillor C. Kroetsch declared a disqualifying interest in regards to an applicant during the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees, as he has socially significant relationship with the applicant and vacated the meeting room during the discussion.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(Nann/M. Wilson)

That the following Minutes of the Selection Committee for Agencies, Boards and Sub-Committees, be approved:

- (i) October 10, 2023 (Item 3.1)
- (ii) October 12, 2023 (Item 3.2)
- (iii) October 13, 2023 (Item 3.3)

CARRIED

(d) PRIVATE & CONFIDENTIAL (Item 4)

(i) (Tadeson/Wilson)

That the following Closed Session Minutes of the Selection Committee for Agencies, Boards and Sub-Committees, be approved:

- (i) October 10, 2023 (Item 4.1)
- (ii) October 12, 2023 (Item 4.2)
- (iii) October 13, 2023 (Item 4.3)

CARRIED

(ii) (Tadeson/Nann)

That the Committee move into Closed Session for Item 4.4, respecting the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees, Section 9.3 Sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(2) Sub-section (b) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual.

CARRIED

(iii) Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees (Item 4.4)

For further disposition, refer to Item 1.

(e) ADJOURNMENT (Item 6)

(M. Wilson/Tadeson)

There being no further business, the Selection Committee adjourned at 5:32 p.m.

CARRIED

Respectfully submitted,

Councillor C. Cassar, Chair
Selection Committee

Loren Kolar
Legislative Coordinator
Office of the City Clerk



Hamilton

**SELECTION COMMITTEE
FOR
AGENCIES, BOARDS AND SUB-COMMITTEES
MINUTES 23-014
12:00 p.m.
October 24, 2023
Room 264, 2nd Floor
City Hall**

Present: Councillors C. Cassar (Chair), N. Nann, M. Tadeson, A. Wilson and M. Wilson

Absent with regrets: Councillors B. Clark and T. Jackson – Personal; Councillor C. Kroetsch – City Business

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees (Item 4.1)

(M. Wilson/A. Wilson)

- (a) That the directions provided to staff in Closed Session respecting the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees, be approved; and
- (b) That the details of the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees remain confidential.

CARRIED

2. Amendments to the Terms of Reference for Various Sub-Committees

(Tadeson/A. Wilson)

- (a) That the following Committees' Terms of Reference, be **amended** to reflect the following membership compositions:
 - (i) Knowles Bequest Trust - **four (4)** citizen members;
 - (ii) Cleanliness and Security in the Downtown Task Force – **three (3)** citizen members; and

- (iii) Hamilton Municipal Heritage Committee – **seven (7)** citizen members

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised the Committee that there were no changes to the agenda.

(Tadeson/Nann)

That the agenda for the October 24, 2023 meeting of the Selection Committee for Agencies, Boards and Sub-Committees be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no Declarations of Interest.

(c) PRIVATE & CONFIDENTIAL (Item 4)

(i) (A. Wilson/Tadeson)

That the Committee move into Closed Session for Item 4.1, respecting the Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees, Section 9.3 Sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(2) Sub-section (b) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to personal matters about an identifiable individual.

CARRIED

(iii) Applicant Interviews for the City of Hamilton's Agencies, Boards and Sub-Committees (Item 4.1)

For further disposition, refer to Item 1.

(e) ADJOURNMENT (Item 6)

(Tadeson/Nann)

There being no further business, the Selection Committee adjourned at 5:45 p.m.

CARRIED

Respectfully submitted,

Councillor C. Cassar, Chair
Selection Committee

Selection Committee for Agencies, Boards and Sub-Committees
November 20, 2023

Staff Response re: Rationale for Current Number of Members to the Committee of Adjustment

At the September 12, 2023 meeting, the Selection Committee for Agencies, Boards and Sub-Committees gave the following staff direction:

1. That staff be directed to provide additional information to the Selection Committee on the rationale for the current number of members to the Committee of Adjustment, and the steps required to change that membership

Prior to October 24, 2007, there were two Committees of Adjustment, one for the Rural area (with five members) and one for the Urban area (with seven members). On September 29, 2006, a staff report (Operational Review of the Committee of Adjustment (PED06407)) with regards to the merger of the Urban and Rural Committee of Adjustments was presented to Council. In that report staff recommended a total of seven Committee members for the proposed joint Committee of Adjustment. On March 28, 2007, Council approved a motion with amendments that “the consolidated Committee of Adjustment be composed of nine (9) citizen members appointed by Council, of which not less than four (4) shall have knowledge and experience in rural planning and agricultural matters.”

Council adopted By-law No. 07-300 on October 24, 2007; Council required that:

- (1) The Committee shall be composed of nine (9) members, who are not Members of Council.
 - (2) Not less than four (4) members of the Committee shall have knowledge and experience in rural planning and agricultural matters, as determined by Council.
2. Selection is able to change the number of members for Committees. Is there anything with the CoA that precludes them from making the same decision, if required?

As the number of Committee of Adjustment members is stipulated by By-law, if the Selection Committee wishes to change the number of members for the Committee of Adjustment, a By-law must be passed by Council amending the number of Committee of Adjustment members required. Notice is required for the passing of the By-law in accordance with the *Planning Act* and *Municipal Act*.

Selection Committee for Agencies, Boards and Sub-Committees
November 20, 2023

3. Also, is there anything in their legislation that stipulates the number of members?

Committee of Adjustment, as required by the Planning Act, must be “composed of such persons, not fewer than three, as the council considers advisable.” (*Planning Act 44(1)*) There are no requirements for the maximum size of a Committee of Adjustment. A review of comparable municipalities shows a range between 5-10.