



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Parking and By-law Services Division**

<b>TO:</b>	Chair and Members Planning Committee
<b>COMMITTEE DATE:</b>	March 18, 2014
<b>SUBJECT/REPORT NO:</b>	Rental Housing Sub-Committee - Revised Terms of Reference (City Wide) (PED10049(p)) (Outstanding Business List Item)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Marty Hazell (905) 546-2424 Ext. 4588
<b>SUBMITTED BY:</b>	Joe-Anne Priel Acting General Manager Planning and Economic Development Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That the Terms of Reference for the Rental Housing Sub-Committee, attached as Appendix "A" to Report PED10049(p), be approved;
- (b) That the item Rental Housing Sub-Committee – Revised Terms of Reference be considered complete and removed from the Planning Committee’s Outstanding Business List.

**EXECUTIVE SUMMARY**

Planning Committee, on December 3, 2013, referred Report PED10049(o) (Rental Housing Sub-Committee Terms of Reference) back to staff for further detail respecting the length of term and additional membership. This Report responds to that direction.

***Alternatives for Consideration – Not Applicable***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

N/A

## **HISTORICAL BACKGROUND**

On September 25, 2013, City Council approved the creation of a permanent Proactive Program to enforce rental housing conditions, as well as a Sub-Committee “*to work with interested stakeholders to assist with the implementation of an approach to enforcement and legalization of appropriate rental housing including, but not limited to, process, fees, and by-law regulations*”.

Report PED10049(o) (Rental Housing Sub-Committee Terms of Reference) was considered by the Planning Committee on December 3, 2013, at which time it was referred back to staff “..... “*...for further details respecting the length of term and additional membership*”.

On December 11, 2013, City Council appointed Councillors T. Whitehead and C. Collins as members of the Rental Housing Sub-Committee. At the time this Report was written, Council has not yet appointed a third member of Council to the Sub-Committee.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

## **RELEVANT CONSULTATION**

Staff consulted with the City Clerk’s Division in the preparation of this Report.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The Proactive Rental Housing Enforcement Team is expected to be in place by February 2014. A comprehensive enforcement strategy is currently being developed which will be used to manage performance and focus staff’s efforts on the enforcement activity deemed by Council to be most important to the Community.

Staff will provide the Rental Housing Sub-Committee will periodic updates on rental housing enforcement activity, challenges to achieving compliance, etc. in order for the Sub-Committee to be able to fulfil its mandate (i.e. “*to work with interested stakeholders to assist with the implementation of an approach to enforcement and legalization of appropriate rental housing including, but not limited to, process, fees, and by-law regulations*”).

Attached as Appendix “A” to this Report is a revised Terms of Reference for the Sub-Committee which includes the following changes to the original recommended terms:

- expanding the membership to include one representative of the McMaster Student Union and one from the Mohawk College Student Association. The

affected Ward Councillors have advised that these key stakeholders have a keen interest in participating; and,

- establishing a timeline for the Sub-Committee (through to the end of the 2014-2018 Term of Council).

#### **ALTERNATIVES FOR CONSIDERATION**

N/A

#### **ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**

##### **Strategic Priority #1 – A Prosperous & Healthy Community**

WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.

#### **APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report PED10049(p) – Revised Terms of Reference for the Rental Housing Sub-Committee

MH/dt