

# CITY OF HAMILTON

## NOTICE OF MOTION

Council Date: June 13, 2018

**MOVED BY COUNCILLOR M. GREEN.....**

### **Future Council Vacancy – Office of Councillor Ward 7**

That Council, as required by subsection 263(1) of the *Municipal Act, 2001*, invite applications and appoint in accordance with the process as set out below, to appoint a qualified person to hold the office of Councillor, Ward 7, once the seat is declared vacant by Council; and

That the City Clerk be authorized to take the steps necessary to carry out the application process.

### **APPOINTMENT PROCEDURE FOR FILLING VACANCY ON COUNCIL**

- An Advertisement is placed in the Hamilton Spectator and in a local newspaper serving Ward 7 if applicable. The advertisement includes Council's intention to appoint a qualified person to fill the vacancy and the process to be followed. Communication using the city's website and or other communication methods may also be used where appropriate.
- All applicants must, on or before 2:00 p.m., on a date to be determined, complete and submit, in person to the Clerk's Office, a Council Vacancy Application and a Declaration of Qualification and provide personal identification showing his or her name and an address within the City of Hamilton.
- Applicants who have met the application submission deadline, and requirements set out in the Declaration of Qualification, may address Council for no more than five minutes each at the on a date to be determined General Issues Committee meeting. The order of the addresses is determined by lot.
- After hearing all of the applicants, Council appoints an applicant to fill the office of Councillor by way of a run-off ballot. In the case of a tie, the successful candidate is chosen by lot.
- The appointee is responsible for attending Council, Board of Health, General Issues Committee and 2 Standing Committees (as per section 5.3(6) of the City's Procedural By-law 14-300, as amended) to represent Ward 7.
- The appointee is not obligated to serve on agencies, boards or committees unless appointed by Council.