



Hamilton

**GOVERNANCE REVIEW SUB-COMMITTEE
REPORT 23-003**

Thursday, July 5, 2023

9:00 a.m.

**Council Chambers
Hamilton City Hall**

Present: Councillors T. Hwang (Chair), B. Clark, J.P. Danko, C. Kroetsch and N. Nann

**Absent
with Regrets:** Councillor M. Wilson - Personal

**THE GOVERNANCE REVIEW SUB-COMMITTEE PRESENTS REPORT 23-003 AND
RESPECTFULLY RECOMMENDS:**

1. Consistent Quorum Requirements for Council and Committees - Revised (Item 11.2)

WHEREAS, staff were directed by Council on June 7, 2023, to prepare the necessary amendments to By-law 21-021, A By-law to Govern the Proceedings of Council and Committees of Council, the 'Procedural By-law' to amend the quorum requirement for Committees to be the same as for Council, for the Governance Review Sub-Committee's consideration;

WHEREAS, the City's Procedural By-law 21-021, as amended, states that quorum of Council be a majority, as per Section 237(1) of the *Ontario Municipal Act, 2001*, as amended;

WHEREAS, the City's Procedural By-law 21-021, as amended, states that quorum of Committees be half of the Committee's membership; and

WHEREAS, for consistency purposes, having the same quorum requirements for Council and for Committees would be practical;

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to prepare a by-law to amend the City's Procedural By-law 21-021, as amended, to amend Section 5.4 (1) to require that a majority be present:

5.4 Quorum

- (1) The quorum for all Committees shall be ***a majority (as defined in the Procedural By-Law 21-021, e.g. if membership is 5, quorum is 3)*** of the membership.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

10. DISCUSSION ITEMS

10.1 Hamilton Public Notice Policy By-law FCS23080 (formerly CL18012//LS18051)

10.2 City of Hamilton Flag and Sign Policy (CM23014) (City Wide)

The July 5, 2023 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) May 25, 2023 (Item 4.1)

The Minutes of the May 25, 2023 meeting of the Governance Review Sub-Committee were approved, as presented.

(d) DISCUSSION ITEMS (Item 10)

- (i) The following Items were deferred to the next meeting of the Governance Review Sub-Committee:

- (a) Hamilton Public Notice Policy By-law FCS23080 (formerly CL18012//LS18051) (Added Item 10.1); and

- (b) City of Hamilton Flag and Sign Policy (CM23014) (City Wide) (Added Item 10.2); and

- (ii) Communications, Clerks and Information Technology staff were directed to work to provide and promote the mechanism for the public to be notified respecting changes to By-Laws for report back to the next Governance Review Sub-Committee meeting.

(e) MOTIONS (Item 11)

(i) Major Efficiency Improvements to the Council Calendar for 2024 (Item 11.1)

Councillor Kroetsch withdrew his motion respecting Major Efficiency Improvements to the Council Calendar for 2024.

(ii) Consistent Quorum Requirements for Council and Committees

WHEREAS, staff were directed by Council on June 7, 2023, to prepare the necessary amendments to By-law 21-021, A By-law to Govern the Proceedings of Council and Committees of Council, the 'Procedural By-law' to amend the quorum requirement for Committees to be the same as for Council, for the Governance Review Sub-Committee's consideration;

WHEREAS, the City's Procedural By-law 21-021, as amended, states that quorum of Council be a majority, as per Section 237(1) of the *Ontario Municipal Act, 2001*, as amended;

WHEREAS, the City's Procedural By-law 21-021, as amended, states that quorum of Committees be half of the Committee's membership; and

WHEREAS, for consistency purposes, having the same quorum requirements for Council and for Committees would be practical;

THEREFORE, BE IT RESOLVED:

That staff be directed to prepare a by-law to amend the City's Procedural By-law 21-021, as amended, to amend Section 5.4 (1) to require that a majority be present:

5.4 Quorum

- (1) The quorum for all Committees shall be **a majority** of the membership rounded up to the nearest whole number.

That Section 5.4 (1) of the City's Procedural By-law 21-021, was amended, be **amended** as follows:

5.4 Quorum

- (1) The quorum for all Committees shall be **a majority (as defined in the Procedural By-Law 21-021, e.g. if membership is 5, quorum is 3) of the membership ~~rounded up to the nearest whole number.~~**

For disposition of this matter, refer to Item 1.

(f) ADJOURNMENT (Item 15)

There being no further business, the Governance Review Sub-Committee meeting was adjourned at 9:36 a.m.

Respectfully submitted,

Councillor T, Hwang, Chair
Governance Review Sub-Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk