

**The Corporation of the City of Guelph
Appeals Committee
Monday, February 6, 2012, 4:00 p.m.**

A meeting of the Appeals Committee was held on Monday February 6, 2012 in the Council Chambers at 4:00 p.m.

Present: Councillors Hofland, Kovach and Wettstein

Absent: Councillor Laidlaw and Mayor Farbridge

Also Present: Councillors Dennis, Furfaro and Guthrie

Staff Present: Mr. B. Labelle, City Clerk; Ms. T. Agnello, Deputy City Clerk; Mr. B. Banting, Associate Solicitor and Ms. J. Sweeney, Council Committee Co-ordinator

The City Clerk chaired the meeting.

There was no disclosure of pecuniary interest.

The City Clerk opened the floor for nominations to the positions of Chair and Vice Chair.

Election of Chair and Vice Chair

1. Moved by Councillor Wettstein
Seconded by Councillor Hofland
THAT Councillor Kovach be appointed Chair of the Appeals Committee;

AND THAT Councillor Hofland be appointed Vice-Chair of the Appeals Committee.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Wettstein (3)

VOTING AGAINST: (0)

Carried

Councillor Kovach assumed the Chair.

Appeals Committee Hearing Procedures Revisions

The Deputy Clerk highlighted the proposed 'housekeeping' amendments to the Appeals Committee Hearing Procedures.

2. Moved by Councillor Wettstein
Seconded by Councillor Hofland
THAT the Hearing Procedures for the Business Licence Appeals

Coun. Kovach

Mr. B. Labelle

Committee of the Corporation of the City of Guelph, dated May 2, 2007, be amended as attached.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Wettstein (3)

VOTING AGAINST: (0)

Carried

Appeals Committee Hearing Training

The Associate Solicitor outlined the procedures for conducting a tribunal hearing pursuant to Business Licensing By-law Number (2009)-18855 and the *Statutory Powers Procedure Act*. He advised that the following documentation was made available to Council:

- Information for Members of Appeals Committee: Appeals Committee Acting as a Tribunal: Appeal or Hearing under Business Licensing By-law (2009)-18855
- Information for Members of Council: Council Acting as a Tribunal: Decision under Business Licensing By-law Number (2009)-18855
- Information for Chair of Appeals Committee: Appeals Committee Acting as a Tribunal: Appeal or Hearing under Business Licensing By-law Number (2009)-18855
- Statutory Powers Procedure Act

In response to various questions from the Committee, he provided clarification with respect to hearing procedures and the authority provided to the Committee by way of the *Statutory Powers Procedure Act*.

The meeting adjourned at 4:35 p.m.

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Chairperson