

January 30, 2007

To: Community Councils
From: City Clerk
Subject: Citizen Appointments to the Committee of Adjustment Panels

As required by Council's Public Appointments Policy, the City invited citizens to apply for appointment to the Committee of Adjustment for the term of Council ending November 30, 2010 and until successors are appointed. Interested citizens were invited to submit applications until the deadline of January 10, 2007.

City Clerk's Office Secretariat staff reviewed the eligibility requirements and identified: applications that were ineligible because they did not meet the eligibility criteria or due to late submission; incomplete applications; and applications from incumbents and their length of service. Eligibility criteria are: City of Toronto resident, 18 or older, and not an employee of the City or its agencies, boards, commissions and corporations, nor a relative of a Council Member (defined as spouse, child or parent). Appointees may not act as Agents before the Committee of Adjustment.

A Staff Review Team comprised of representatives from the City Manager's Office reviewed the citizen applications based on the qualifications set out in the Public Appointments Policy.

Attached for Community Council's consideration is the following confidential information:

1. Summary table of citizen applicants reviewed for eligibility by the City Clerk's Office and for qualifications by the Staff Review Team, and
2. Applications for the Committee of Adjustment Panel for the Community Council.

The Community Council is requested to review the applications and recommend to the Civic Appointments Committee a short-list of citizen candidates (up to 2 candidates for each position) for the Civic Appointments Committee to interview. The number of positions is:

- 5 panel members in Scarborough;
- 5 panel members in Etobicoke–York;
- 10 panel members in North York (with hearing panels set at 5); and
- 10 panel members in Toronto–East York (with hearing panels set at 5).

The Civic Appointments Committee, after interviewing candidates, will recommend a slate of appointees to City Council.

City Clerk
Helen Smith/