



## REPORT FOR ACTION WITH CONFIDENTIAL ATTACHMENT

### Appointment of Public Members as Rooming House Licensing Commissioner and Deputy Commissioner

**Date:** May 31, 2019

**To:** Nominating Panel - Rooming House Licensing Commissioner and Deputy  
Commissioner

**From:** City Clerk

**Wards:** All

#### REASON FOR CONFIDENTIAL INFORMATION

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This report deals with personal matters about identifiable individuals who are being considered for appointment as the Rooming House Licensing Commissioner and Deputy Commissioner.

#### SUMMARY

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The Nominating Panel – Rooming House Licensing Commissioner and Deputy Commissioner will conduct interviews and recommend two candidates to City Council for appointment as the Rooming House Licensing Commissioner and Deputy Commissioner.

#### RECOMMENDATIONS

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The City Clerk recommends that:

1. The Nominating Panel – Rooming House Licensing Commissioner and Deputy Commissioner recommend one candidate to City Council for appointment as the Rooming House Licensing Commissioner, for a term of office ending November 14, 2022, and until successors are appointed.
2. The Nominating Panel – Rooming House Licensing Commissioner and Deputy Commissioner recommend one candidate to City Council for appointment as the

Rooming House Licensing Deputy Commissioner, for a term of office ending November 14, 2022, and until successors are appointed.

3. City Council direct that the confidential information contained in Confidential Attachment 1 - 3 remain confidential in its entirety as it relates to personal matters about identifiable individuals being considered for appointment as the Rooming House Licensing Commissioner and Deputy Commissioner.

## **FINANCIAL IMPACT**

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There are no financial implications arising from this report.

## **DECISION HISTORY**

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At its meeting on May 27, 2019, the Nominating Panel – Rooming House Licensing Commissioner and Deputy Commissioner selected nine candidates to interview at its meeting on June 10, 2019:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.NR1.2>

At its meeting on February 26, 2019, City Council appointed seven individuals to the Tribunals Nominating Panel:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.CC3.5>

## **COMMENTS**

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### **There are currently two positions under consideration**

The terms of the current Rooming House Licensing Commissioner and Deputy Commissioner ended on November 30, 2018. They have been serving until their successors are appointed.

### **Term of office**

The term of office is four years. The new appointees will serve a term of office ending November 14, 2022, continuing to serve until successors are appointed.

### **Composition of the Rooming House Licensing Commissioner and Deputy Commissioner**

Two public members are appointed as Rooming House Licensing Commissioner and Deputy Rooming House Licensing Commissioner.

## **The Commissioner and Deputy Commissioner members must meet certain qualifications and be eligible**

In addition to the general eligibility requirements set out in the Public Appointments Policy, appointees are to have:

- a good understanding of the Rooming House Licensing By-law, other relevant by-laws and provincial legislation and the [Statutory Powers Procedure Act](#)
- familiarity with the concepts of natural justice/fairness
- excellent listening skills, open-mindedness, sound judgement, and tact
- ability to mediate
- ability to organize and analyze evidence (written and oral)
- demonstrated ability to write a clear, well-reasoned decision that takes into account the evidence, the submissions, the law and policy
- a commitment to public service and to uphold a high standard of ethics
- good interpersonal skills, including the ability to work in a team
- the ability to work under time pressures
- flexible work schedule to allow attendance at hearings
- willing and available to attend training programs once appointed

## **The Commissioner and Deputy Commissioner receive remuneration**

The Commissioner receives an annual stipend of \$2,500, plus full-day per diem of \$460 and half-day remuneration (3.5 hours or less) of \$275 for hearings, business meetings or training sessions.

The Deputy Commissioner receives an annual stipend of \$1,500, plus full-day per diem of \$460 and half-day remuneration (3.5 hours or less) of \$275 for hearings, business meetings or training sessions.

## **Public release of names of recommended candidates**

The name of the recommended candidates will be publicly reported once the Nominating Panel – Rooming House Licensing Commissioner and Deputy Commissioner forwards its recommendations to City Council.

## **CONTACT**

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## **SIGNATURE**

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Ulli S. Watkiss  
City Clerk

## **ATTACHMENTS**

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Confidential Attachment 1 – List of Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment to Rooming House Licensing Commissioner and Deputy Commissioner (previously distributed with item NR1.2)

Confidential Attachment 2 – Interview questions for June 10, 2019 (circulated under separate cover)

Confidential Attachment 3 – Interview schedule for June 10, 2019 (circulated under separate cover)