



**STAFF REPORT  
ACTION REQUIRED  
Confidential Attachment**

**Recommended Candidates for the Etobicoke York  
Community Preservation Panel**

<b>Date:</b>	August 16, 2013
<b>To:</b>	Etobicoke York Community Council
<b>From:</b>	Acting Director, Urban Design, City Planning Division
<b>Wards:</b>	1, 2, 3, 4, 5, 6, 7, 11, 12, 13 & 17
<b>Reason for Confidential Information:</b>	This report deals with personal matters about identifiable individuals. It is recommended that the confidential attachment be made public once City Council has dealt with this item.
<b>Reference Number:</b>	P:\2013\Cluster B\PLN\HPS\EYCC\September 10 2013\eyHPS03

**SUMMARY**

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This report recommends that the Etobicoke York Community Council nominate the individuals listed in confidential Attachment No. 1 to the Etobicoke York Community Preservation Panel (EYCPP) for appointment by City Council.

Community preservation panels are established for each area represented by a community council. These panels act as heritage advocates in their communities. The community preservation panels report to the Toronto Preservation Board on local heritage matters and on issues relating to the *Ontario Heritage Act*. Each panel chair occupies a seat on the Toronto Preservation Board.

City Planning staff received forty-six applications from individuals volunteering to serve on community preservation panels across the city. Eleven applications were received for the EYCPP. All were reviewed and a list of qualified candidates was assembled.

Due to a number of delays, a lengthy period has elapsed since the initial applications were made. All qualified candidates have been contacted to confirm their continued interest and it is recommended that the new term commence in November 2013 for a period that extends to the end of the 2014-2018 Council session.

## RECOMMENDATIONS

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### The City Planning Division recommends that:

1. City Council appoint the candidates listed in the confidential Attachment No. 1 to the Etobicoke York Community Preservation Panel, effective November 2013, for a term that extends to the end of the 2014-2018 Council session, or until their successors are appointed; and
2. City Council authorize the release of the confidential Attachment No. 1 once it has dealt with this staff report.

### Financial Impact

There are no financial implications resulting from the adoption of this report.

### DECISION HISTORY

Community preservation panels are governed under Section 103-18 of the Municipal Code. In 2003 City Council transferred responsibility for managing the panel recruitment process from the City Clerk's Office to Heritage Preservation Services, City Planning Division.

At its April 23 and 24, 2007 meeting, Toronto City Council considered the report Divisional Policy and Process Governing the Toronto Preservation Board. Through the adoption of this report Council made a number of minor amendments to Section 103-18 of the Municipal Code, including clarifying the number of terms panel members are allowed to serve and increasing the number of volunteer members on each panel from eleven to fifteen. This report is available online at the following website:

<http://www.toronto.ca/legdocs/mmis/2007/sc/bgrd/backgroundfile-3479.pdf>

### ISSUE BACKGROUND

The four community preservation panels act as heritage advocates in their communities. They report to the Toronto Preservation Board on local heritage matters and issues pertaining to the *Ontario Heritage Act*. Each panel is made up of a maximum of fifteen and minimum of five volunteer members and up to two City Councillors. The terms of the panels are coincident with Council or until their successors are appointed. The chair or designate of each panel also sits as a member of the Toronto Preservation Board.

### COMMENTS

City Planning staff began panel recruitment by sending letters to all of the current panel members outlining the process and inviting eligible members to reapply for panel positions. A press release was sent to community newspapers and posted on the City's website. Flyers were distributed to all City of Toronto libraries, community centres and Access Toronto desks and application forms and background information were distributed to City councillors and to the Mayor's office. Forty-six applications to serve

on community preservation panels were received. Eleven applicants volunteered to serve on the EYCPP.

The individuals recommended in Attachment No. 1 have relevant professional skills and interests that apply to heritage preservation and satisfy Municipal Code direction that "panel members possess special interests or knowledge that will assist the panel in fulfilling its responsibilities".

Pending Council's appointment, all of the applicants will be notified of the results of the recruitment process and the reconstituted community preservation panels will take their seats in November 2013. Planning staff will hold a mandatory orientation session for all panel members, both new and returning, in their communities.

## **CONTACT**

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## **SIGNATURE**

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James Parakh  
Acting Director, Urban Design  
City Planning Division

## **ATTACHMENTS**

Attachment No. 1: Individuals Nominated by the Etobicoke York Community Council for the Etobicoke York Community Preservation Panel