

Appointment of Rooming House Licensing Commissioner and Deputy Commissioner

Date: June 17, 2015
To: Tribunals Nominating Panel
From: City Clerk
Wards: All

REASON FOR CONFIDENTIAL INFORMATION

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

SUMMARY

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

RECOMMENDATIONS

The City Clerk recommends that:

1. The Tribunals Nominating Panel recommend one candidate to City Council for appointment as the Rooming House Licensing Commissioner, for a term of office ending on November 30, 2018 and until a successor is appointed.
2. The Tribunals Nominating Panel recommend one candidate to City Council for appointment as the Rooming House Licensing Deputy Commissioner, for a term of office ending on November 30, 2018 and until a successor is appointed.
3. City Council direct that the confidential information contained in Confidential Attachments 1, 2 and 3 remain confidential in their entirety as they relate to personal matters about identifiable individuals being considered for appointment as the Rooming House Licensing Commissioner or Deputy Commissioner.

FINANCIAL IMPACT

There are no financial implications arising from this report.

DECISION HISTORY

In August 2014, City Council approved changes to the public appointments process, including the establishment of five nominating panels to assist the Civic Appointments Committee in appointing members of the public to certain boards and committees:
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2014.EX44.31>.

The timing of this recruitment process is in line with the direction given by the Tribunals Nominating Panel at its April 28, 2015 meeting:
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2015.NQ1.2>.

On June 1, 2015, the Tribunals Nominating Panel identified 8 candidates to be interviewed for appointment as either the Rooming House Licensing Commissioner/Deputy Commissioner:
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2015.NQ3.1>.

COMMENTS

The Rooming House Commissioner and Deputy Commissioner have jurisdiction only in the former City of Toronto

The Commissioner and Deputy Commissioner have been delegated the powers of Council with respect to licence issuing, suspension, renewal or revocation of any rooming house licence in the former City of Toronto, including the imposition of conditions upon the owner prior to and as a condition of, the issuance, suspension, renewal or revocation of the license.

The Commissioner and Deputy Commissioner's responsibilities are outlined in the former City of Toronto Municipal Code Chapter 285, Rooming Houses.

The Rooming House Commissioner and Deputy Commissioner should meet certain qualifications

In addition to those outlined in the Public Appointments Policy, the Commissioner and Deputy Commissioner should collectively possess a range of qualifications including:

- 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

Applicants were asked to relate their experiences to these qualifications.

Two members of the public serve as Commissioner and Deputy Commissioner, respectively.

The Rooming House Licensing Commissioner/Deputy Commissioner receive remuneration

The Rooming House Licensing Commissioner/Deputy Commissioner receive \$230 per diem for each hearing attended to a maximum of \$8,050 annually.

We have consulted with Municipal Licensing and Standards Staff

Public Appointments staff consulted with Municipal Licensing and Standards staff in May 2015 to discuss requirements and issues.

Public release of names of recommended candidates

The names of the recommended candidates will be publicly reported once the Tribunals Nominating Panel forwards its recommendations to City Council.

CONTACT

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SIGNATURE

Ulli S. Watkiss
City Clerk

ATTACHMENTS

Confidential Attachment 1 – List of Candidates and Qualifications Summary, and Applications for Appointment as the Rooming House Commissioner or Deputy Commissioner (previously distributed with item NQ3.1)

Confidential Attachment 2 – Confidential Voluntary Diversity Information Summary (previously distributed with item NQ3.1)

Confidential Attachment 3 – Interview Schedule for the Rooming House Licensing Commissioner/Deputy Commissioner interviews on June 24, 2015