



**STAFF REPORT  
ACTION REQUIRED  
Confidential Attachment**

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

<b>Date:</b>	January 20, 2015
<b>To:</b>	Etobicoke York Community Council
<b>From:</b>	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:\2015\Cluster B\PLN\EYCC\EY15012

**SUMMARY**

---

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 and remove existing panel members listed in confidential Attachment No. 2.

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.

Thirty applications to serve on the community preservation panels were received. Eight applicants volunteered to serve on the EYCPP. All were reviewed and a list of qualified candidates was assembled. In addition, each panel chair was asked to forward names of existing panel members who are no longer active.

## **RECOMMENDATIONS**

---

### **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 January 2015, for a term that extends to the end of the 2014-2018 Council session, or until their successors are appointed.
2. City Council remove the panel members listed in confidential Attachment No. 2. from the Etobicoke York Community Preservation Panel.
3. City Council authorize the release of confidential Attachment No. 1 and confidential Attachment No. 2 once it has dealt with the recommendations within 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.

The community preservation panels consist of up to 15 volunteer members. In 2013 the Community Preservation Panels were reconstituted. There were not enough applicants at that time to place 15 members on each panel. Therefore, recruitment of volunteer members has once again been completed to fill existing vacancies. In addition, staff in Heritage Preservation Services were made aware of some individuals who had either

formally resigned from their panel or who had missed a substantial number of consecutive meetings.

## **COMMENTS**

A recruitment campaign was undertaken to fill the community preservation panel vacancies as follows:

- A press release was sent to community newspapers and radio stations and posted on the City's website.
- Flyers were distributed to all City of Toronto libraries and community centres
- Information was distributed to City Councillors and to the Mayor's office.

Thirty applications to serve on community preservation panels were received. Eight applicants volunteered to serve on the EYCPP.

The individuals recommended in confidential 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 January 2015. Planning staff will hold a mandatory orientation session for all panel members, both new and returning, in their communities.

## **CONTACT**

Mary L. MacDonald, Acting Manager  
Heritage Preservation Services  
Tel: 416-338-1079  
Fax: 416-392-1973  
E-mail: [mmacdon7@toronto.ca](mailto:mmacdon7@toronto.ca)

## **SIGNATURE**

---

Harold Madi  
Director, Urban Design  
City Planning Division

## **ATTACHMENTS**

Attachment No. 1: Individuals Nominated by the Selection Committee to the Etobicoke York Community Preservation Panel

Attachment No. 2: Individuals to be removed from the existing Etobicoke York Community Preservation Panel