

## **Committee of Adjustment – Selection of Candidates for Interviews**

**Date:** April 13, 2015  
**To:** Committee of Adjustment Nominating Panel  
**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 to the Committee of Adjustment.

### **SUMMARY**

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The Committee of Adjustment Nominating Panel must select candidates for interviews for appointment to the Committee of Adjustment. The Committee of Adjustment Nominating Panel will meet on May 11 and 19, 2015 to conduct interviews and make recommendations to City Council.

### **RECOMMENDATIONS**

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#### **The City Clerk recommends that:**

1. The Committee of Adjustment Nominating Panel interview 45 of the candidates listed in Tables 1 and 2 of Confidential Attachment 1 at its May 11 and 15, 2015 meetings for appointment to the Committee of Adjustment.
2. The Committee of Adjustment Nominating Panel, in making its recommendations, identify which candidates will be appointed to the North, South, East, and West panels, respectively.
3. The Committee of Adjustment Nominating Panel direct that the confidential information contained in Confidential Attachments 1 and 2 remain confidential in their entirety as it relates to personal matters about identifiable individuals being considered for appointment to the Committee of Adjustment.

## **FINANCIAL IMPACT**

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There are no financial implications arising from this report.

## **DECISION HISTORY**

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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>.

## **COMMENTS**

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### **Composition of the Committee of Adjustment**

There are 28 members of the Committee of Adjustment, appointed to four district panels:

- North (North York) - 1 hearing panel, 8 members
- South (Toronto East York) - 2 hearing panels, 10 members
- East (Scarborough) - 1 hearing panel, 5 members
- West (Etobicoke York) - 1 hearing panel, 5 members

All members of the Committee of Adjustment are members of the public.

### **Board members should meet certain qualifications**

Members of the Committee of Adjustment shall have the following experience or knowledge:

- A strong interest in the complexities and challenges of city building
- An understanding of the diverse neighbourhoods and communities across the city
- Demonstrated decision-making, communication, and mediation skills to facilitate and open and fair hearing process
- Knowledge in one or more areas of: law, planning, architecture, government, economic development, community development, land development, or citizen advocacy

It is recommended that each panel have at least two members with adjudication experience and administrative public speaking and organizational skills to be able to chair public hearings and maintain order in conflict situations.

Members cannot act as agents for applicants before the Committee of Adjustment.

Former City Council members who served in the immediately preceding term of City Council are ineligible for appointment to the Committee of Adjustment.

Applicants were asked to relate their experiences to these qualifications.

## **We have consulted with City Planning Staff**

Public Appointments staff consulted with City Planning Staff in the fall of 2014 and April 2015 to discuss Committee requirements and issues.

## **Next steps - Interviews**

Once the Committee of Adjustment Nominating Panel selects candidates for interviews, the City Clerk's Office will contact the candidates to schedule them for 15 minute interviews. Forty-five interviews at 15 minutes each will take approximately 11.25 hours to complete. Two days have been scheduled for these interviews.

## **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 and Qualifications Summary, and Applications for Appointment to the Committee of Adjustment  
Confidential Attachment 2 – Confidential Voluntary Diversity Information Summary