Date: May 31, 2019
To: Nominating Panel - Rooming House Licensing Commissioner and Deputy Commissioner
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 the Rooming House Licensing Commissioner and Deputy Commissioner.

SUMMARY

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

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

There are no financial implications arising from this report.

DECISION HISTORY

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:

COMMENTS

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

Aretha Phillip, Manager, Public Appointments, City Clerk’s Office, aretha.phillip@toronto.ca, 416-392-8152
SIGNATURE

Ulli S. Watkiss
City Clerk

ATTACHMENTS

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)