

## **Selection of Candidates for Interview for the CreateTO Board**

**Date:** May 18, 2023

**To:** Corporations 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 to the CreateTO Board.

### **SUMMARY**

---

The Corporations Nominating Panel must select candidates to interview for appointment to the CreateTO Board. Following the interviews, the Corporations Nominating Panel will recommend two candidate for appointment to City Council.

### **RECOMMENDATIONS**

---

The City Clerk recommends that:

1. The Corporations Nominating Panel select 6 of the candidates listed on Table 1 of Confidential Attachment 1 for interview at its next meeting for appointment to the CreateTO Board.
2. The Corporations Nominating Panel direct that the confidential information contained in Confidential Attachments 1 and 2 remain confidential in its entirety as it relates to personal matters about identifiable individuals being considered for appointment to the CreateTO Board.

## FINANCIAL IMPACT

---

There are no financial implications arising from this report.

## DECISION HISTORY

---

At its meeting held December 15-17, 2021, City Council appointed 2 public members to the CreateTO Board with a term of office ending June 30, 2023 and until successors are appointed:

<https://secure.toronto.ca/council/agenda-item.do?item=2021.MM38.33>

At its meeting held September 30, 2020, City Council appointed 3 public members to the CreateTO Board with a term of office ending October 2, 2024 and until successors are appointed:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2020.CC24.4>

## COMMENTS

---

### **There are currently two positions under consideration**

The terms of the two current CreateTO members end on June 30, 2023, though members continue to serve until successors are appointed.

### **Composition of the CreateTO Board**

The board consists of 8 members composed of:

- 6 public members, one of whom will serve as Chair
- The Mayor or designate appointed by the Mayor
- 1 Member of Council

### **Public Members appointed to CreateTO are cross appointed**

In 2017, City Council adopted amended shareholder directions for Build Toronto and the Toronto Port Lands Company. As a result of these amendments, the members of CreateTO are also members of the Board of Directors of Build Toronto and the Toronto Port Lands Company by virtue of their position.

Public members on corporate boards serve two-year terms and serve until successors are appointed.

## **Public members should meet certain eligibility requirements**

In addition to the general eligibility requirements in the Public Appointments Policy, public members of the CreateTO board must satisfy the following requirements:

- Cannot be a supplier of goods or services to the City of Toronto;
- Cannot have an employment or an interest in an organization that is involved in a real estate transaction with the City of Toronto; and/or
- Cannot be involved in litigation with the City of Toronto.

## **Public members should meet certain qualifications**

Public members appointed to the board should collectively have the following skills, experience, and expertise:

- Executive level experience in a major public, private, or not-for-profit organization;
- Senior level experience and professional skills in real estate, property development, urban planning, facilities management, investment industry, infrastructure delivery, community development, economic development, brownfield remediation, or environmental sustainability;
- Experience in large-scale transformative change and implementing complex business strategies;
- Post-graduate degree preferred in any one of the following fields: finance, business, economics, risk management, accounting, public administration, urban planning, engineering, or law; and/or
- A certificate in board governance or training in a related field, such as director's education, is preferred.

## **Public members receive remuneration**

The board's public members will receive an annual retainer of \$10,000 and \$500 per meeting, to a maximum of \$20,000 in total annual retainer.

## **Public appointments staff have consulted with CreateTO**

Public Appointments staff consulted with CreateTO staff in the spring of 2023 to explain the public appointments process and to learn more about CreateTO's strategic direction, emerging challenges and opportunities, and how this relates to the work of the board.

## **Outreach was conducted for the vacancy**

Outreach for the current vacancies was conducted in the spring of 2023 and included the use of Twitter, LinkedIn and outreach via the Public Appointments e-updates list to target skilled and diverse candidates.

## **Next steps - Interviews**

Once the Corporations Nominating Panel has selected candidates for interviews, the City Clerk's Office will contact the candidates to schedule them for 15 minute interviews. Six interviews plus deliberations will take approximately 2 hours to complete.

## **CONTACT**

---

Matthew Cowley, Acting Manager, Public Appointments, City Clerk's Office  
[Matthew.Cowley@toronto.ca](mailto:Matthew.Cowley@toronto.ca), 416-392-4389

## **SIGNATURE**

---

John D. Elvidge  
City Clerk

## **ATTACHMENTS**

---

Confidential Attachment 1 – List of Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment to the CreateTO Board  
Confidential Attachment 2 - Diversity Information Summary for Current Public Members of the CreateTO Board