

Selection of Candidates for Interview for the Committee of Adjustment

Date: June 7, 2023

To: Nominating Panel - Committee of Adjustment

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 Committee of Adjustment.

SUMMARY

The Nominating Panel – Committee of Adjustment will select candidates to be interviewed for appointment by City Council to the Committee of Adjustment.

RECOMMENDATIONS

The City Clerk recommends that:

1. The Nominating Panel – Committee of Adjustment select 50 candidates listed in Table 1 of Confidential Attachment 1 for interview at its next meeting for appointment to the Committee of Adjustment.
2. The Nominating Panel - Committee of Adjustment direct that the confidential information contained in Confidential Attachments 1, 2 and 3 remain confidential in its entirety as it relates to personal matters about identifiable individuals being considered for appointment to the Committee of Adjustment.

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 members of the public to the Committee of Adjustment for a term of office ending November 14, 2022, and until successors are appointed:

<https://secure.toronto.ca/council/agenda-item.do?item=2021.CC38.18>

At its meeting held June 29 and 30, 2020, City Council appointed 1 member of the public to the Committee of Adjustment for a term of office ending November 14, 2022 and until a successor is appointed:

<https://secure.toronto.ca/council/agenda-item.do?item=2020.CC22.5>

At its meeting held July 16 - 18, 2019, City Council appointed 35 members of the public to the Committee of Adjustment for a term of office ending November 14, 2022 and until successors are appointed:

<https://secure.toronto.ca/council/agenda-item.do?item=2019.CC9.4>

At its meeting on April 16 and 17, 2019, City Council amended the composition of the Committee of Adjustment:

<https://secure.toronto.ca/council/agenda-item.do?item=2019.PH4.5>

COMMENTS

Composition of the Committee of Adjustment

The Committee of Adjustment is composed of 35 members of the public organized into four panels corresponding to the Community Council boundaries, as follows:

- Etobicoke York: 8 panel members;
- North York: 10 panel members;
- Toronto and East York: 12 panel members;
- Scarborough: 5 panel members.

The applications heard by each panel correspond with the Community Council boundaries.

Under the *Planning Act*, members of each panel of the Committee of Adjustment elect their own Chair.

Committee members must meet certain qualifications

Public members should collectively bring the following skills and expertise to the committee:

- a strong interest in the complexities and challenges of city building
- an understanding of the diverse neighbourhoods and communities across the city

- have knowledge in one or more areas of: law, planning, architecture, government, economic development, community development, land development, urban forestry and environmental planning, or citizen advocacy
- demonstrate decision-making, communication, and mediation skills to facilitate an open and fair hearing process
- each panel should have at least 2 members with adjudication experience and administrative public speaking and organizational skills to be able to chair public hearings and maintain order in conflict situations

Eligibility for the Committee of Adjustment

In addition to the general eligibility requirements set out in the Public Appointments Policy, members cannot act as agents for applicants before the Committee of Adjustment. Former Council members who served in the immediately preceding term of Council are ineligible for appointment as public members on the Committee.

There are currently 35 positions under consideration

Five positions are currently vacant due to the resignations of Thomas Klassen, September 30, 2022; Allan Smithies, December 6, 2022; Joanne Hayes, March 20, 2023; Danny Bellissimo, May 2, 2023; and Igor Samardzic, May 5, 2023. The other 30 positions are under consideration due to the terms of office which ended November 14, 2022, though members continue to serve until their successors are appointed.

Term of office

Under the *Planning Act*, the term of office for public members of the Committee of Adjustment is coincident with the term of the council that appointed them. The public members will serve a term of office ending November 14, 2026, continuing to serve until their successors are appointed.

Committee members receive remuneration

Public members, including the Chair, receive full-day per diem of \$460 and half-day remuneration (3.5 hours or less) of \$275 for hearings, business meetings or training sessions.

Each public member who is not a chair will receive a stipend of \$1,500 per year, pro-rated on an annual basis from the time of appointment. Chairs will receive an annual stipend of \$2,500, pro-rated on an annual basis from the time of appointment.

Shortlisted candidates will write an assignment and be interviewed

Candidates must complete an assignment related to the roles and responsibilities of Committee of Adjustment members in order to proceed to the interview stage. The Nominating Panel - Committee of Adjustment will be provided with the assignment results during the interviews.

We have consulted with City Planning staff

Public Appointments Secretariat staff consulted with City Planning staff in May 2023 to discuss committee qualifications and the appointment process, and how members can best support the committee's work.

Outreach was conducted for these vacancies

The opportunity to join the Committee of Adjustment was included as part of ongoing recruitment efforts. Targeted outreach to attract skilled and diverse candidates included LinkedIn, contacting professional associations and community groups, outreach via the Public Appointments e-update list, and through divisional partners that work with equity-deserving communities.

Next steps - Interviews

Once the Nominating Panel - Committee of Adjustment selects candidates for interviews, the City Clerk's Office will contact the candidates to schedule them for 15 minute interviews. The interviews will take place over a two-day period.

CONTACT

Matthew Cowley, Manager (Acting), Public Appointments, City Clerk's Office
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 Committee of Adjustment

Confidential Attachment 2 – Interest in Re-appointment from Current Members of the Committee of Adjustment

Confidential Attachment 3 – Diversity Information Summary for Current Public Members of the Committee of Adjustment