

Selection of Candidates for the Dangerous Dog Review Tribunal

Date: April 3, 2023

To: Nominating Panel – Dangerous Dog Review Tribunal

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 Dangerous Dog Review Tribunal.

SUMMARY

The Nominating Panel – Dangerous Dog Review Tribunal must select candidates to interview at its next meeting for appointment to the Dangerous Dog Review Tribunal. Following the interviews, the Nominating Panel will recommend five candidates, including a Chair, to City Council for appointment to the Dangerous Dog Review Tribunal.

RECOMMENDATIONS

The City Clerk recommends that:

1. The Nominating Panel - Dangerous Dog Review Tribunal select 10 candidates listed in Confidential Attachment 1 for interview at its next meeting for appointment to the Dangerous Dog Review Tribunal.
2. The Nominating Panel - Dangerous Dog Review Tribunal 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 Dangerous Dog Review Tribunal.

FINANCIAL IMPACT

There are no financial implications arising from this report.

DECISION HISTORY

At its meeting on March 29-31, 2023 City Council appointed nine public members to the Tribunals Nominating Panel, which is responsible for making recommendations for appointment to the Dangerous Dogs Review Tribunal:

<https://secure.toronto.ca/council/agenda-item.do?item=2023.CC5.7>

At its meeting on April 16-17, 2019, City Council appointed four public members and one chair to the Dangerous Dogs Review Tribunal:

<https://secure.toronto.ca/council/agenda-item.do?item=2019.CC6.2>

At its meeting on February 26, 2019, City Council appointed seven public members to the Tribunals Nominating Panel, which is responsible for making recommendations for appointment to the Dangerous Dogs Review Tribunal:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.CC3.5>

At its meeting on July 23, 2018, City Council established a Dangerous Dog Review Tribunal as an Adjudicative Board composed of five public members appointed by City Council, including a Chair:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.LS27.1>

COMMENTS

There are currently five positions under consideration

The Tribunal is comprised of five public members including one member appointed as Chair by City Council.

Term of office

Public members, including the Chair, will serve a term of office ending November 14, 2026, continuing to serve until successors are appointed.

Tribunal 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 and training sessions.

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

Tribunal members must meet certain qualifications

In addition to the general eligibility requirements in the Public Appointments Policy, members must demonstrate:

- Experience in adjudication and mediation;
- Ability to write clear and concise decisions;
- Excellent listening skills and ability to analyze complex information received;
- Sound judgement, tact, fairness, and decorum;
- Demonstrated high ethical standards and integrity;
- Ability to adjudicate without bias and free from the influence of advocacy groups;
- Ability to work under pressure to ensure timely hearing decisions;
- Respect for access to justice, diversity, and accommodation;
- Knowledge of the proper care and handling of domestic animals, particularly related to the care, training, behaviour, and handling of dogs would be an asset; and,
- Society of Ontario Adjudicators and Regulators (SOAR) certificate or Alternative Dispute Resolution (ADR) training is an asset

In addition to member qualifications, the Chair shall also exhibit:

- Demonstrated leadership and administrative skills;
- Highly developed chairing and facilitation skills;
- Demonstrated ability to work effectively with others;
- Knowledge of access to information and privacy legislation; and,
- The ability to effectively represent the Tribunal and communicate with City Council, City committees, the media, and the general public

Tribunal members must meet certain eligibility requirements

In addition to the eligibility requirements set out in the Public Appointments Policy, the Dangerous Dogs Review Tribunal's public members must satisfy the following additional eligibility requirements:

- Cannot be former Members of Council who served in the immediately preceding term of City Council;
- Cannot act as an agent for applicants before the Tribunal or other local boards of the City, and would be required to resign from the Tribunal before doing so;
- Cannot act as an agent for applicants or individuals appearing in Provincial Offences Court or in matters related to the Dog Owners' Liability Act where these matters are related to the City

We have consulted with Animal Services staff on Qualifications

Public Appointments Secretariat staff consulted with Animal Services staff in March 2023 to discuss Tribunal qualifications and the appointment process.

Skills recommended by staff to consider while evaluating candidates include:

- Communication and presentation skills to clearly explain tribunal processes
- Facilitation and mediation skills to manage time and keep things on track while navigating difficult conversations
- Ability to demonstrate emotional intelligence in challenging situations where people may be experiencing trauma and ability to make people feel comfortable moving through the process despite high emotions
- Ability to dedicate time to prepare for tribunal cases and review information in advance

Short-listed candidates will write an assignment and be interviewed

Candidates selected for an interview must complete a test related to the roles and responsibilities of a Dangerous Dog Review Tribunal member in order to proceed to the interview stage. The Nominating Panel - Dangerous Dog Review Tribunal will be provided with the test results during the interviews.

Outreach was conducted for these vacancies

The opportunity to join the Toronto Licensing Tribunal was included in a city-wide outreach campaign in the fall of 2022 to coincide with the new term of City Council. This recruitment to attract diverse, highly qualified candidates included online ads, social media, 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 - Dangerous Dog Review Tribunal selects candidates for interviews, the City Clerk's Office will contact the candidates to schedule them for 15 minute interviews. Ten interviews at 15 minutes each will take approximately two and a half hours to complete, plus time for deliberations.

CONTACT

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SIGNATURE

John D. Elvidge
City Clerk

ATTACHMENTS

Confidential Attachment 1 – List of Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment to the Dangerous Dog Review Tribunal

Confidential Attachment 2 – Confidential Diversity Information Summary for Current Members of the Dangerous Dog Review Tribunal