



REPORT FOR ACTION WITH CONFIDENTIAL ATTACHMENT

Appointment of Public Members to the Dangerous Dog Review Tribunal

Date: April 14, 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 will conduct interviews and recommend five candidates, including one candidate as the 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 recommend that City Council appoint five candidates, including one as Chair, for appointment to the Dangerous Dog Review Tribunal for a term of office ending on November 14, 2026, and until successors are appointed.
2. The Nominating Panel – Dangerous Dog Review Tribunal direct that the confidential information contained in Confidential Attachments 1 - 4 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 April 19, 2023 the Nominating Panel – Dangerous Dog Review Tribunal selected candidates to be interviewed at its meeting on April 28, 2023:

<https://secure.toronto.ca/council/agenda-item.do?item=2023.ND1.1>

At its meeting on March 29-31, 2023 City Council appointed nine public members to the Tribunal's 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 Tribunal's 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

We have consulted with Animal Services staff

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

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.

Short-listed candidates will complete an assignment and be interviewed

Candidates selected for an interview must complete an assignment related to the roles and responsibilities of Dangerous Dog Review Tribunal members prior to their interview. The Nominating Panel - Dangerous Dog Review Tribunal will be provided with the test results during the interviews.

Public release of names of recommended candidates

The name of the recommended candidates will be publicly reported once the Nominating Panel – Dangerous Dog Review Tribunal forwards its recommendations to City Council.

CONTACT

Matthew Cowley, Acting Manager, Public Appointments, City Clerk's Office, 416-392-4389, Matthew.Cowley@toronto.ca

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 (previously distributed with item ND1.1)

Confidential Attachment 2 – Interview questions for April 28, 2023 (To be circulated under separate cover.)

Confidential Attachment 3 – Interview schedule for April 28, 2023 (To be circulated under separate cover.)

Confidential Attachment 4 – Candidate assignments (To be circulated under separate cover.)