

## **Appointment of Public Members to the Multi-Tenant House Licensing Tribunal**

**Date:** January 12, 2024

**To:** Nominating Panel - Multi-Tenant House Licensing Tribunal

**From:** City Clerk

**Wards:** All

### **REASON FOR CONFIDENTIAL INFORMATION**

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This report deals with personal matters about identifiable individuals who are being considered for appointment to the Multi-Tenant House Licensing Tribunal.

### **SUMMARY**

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The Nominating Panel - Multi-Tenant House Licensing Tribunal will conduct interviews and recommend six candidates, including one candidate as the Chair, to City Council for appointment to the Multi-Tenant House Licensing Tribunal.

### **RECOMMENDATIONS**

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The City Clerk recommends that:

1. The Nominating Panel - Multi-Tenant House Licensing Tribunal recommend six public members to City Council for appointment to the Multi-Tenant House Licensing Tribunal for a term of office ending February 8, 2028, and until successors are appointed, and recommend one public member for appointment as Chair.
2. City Council direct that Confidential Attachments 1-2 remain confidential in their entirety as they relate to personal matters about identifiable individuals being considered for appointment to the Multi-Tenant House Licensing Tribunal.

### **FINANCIAL IMPACT**

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There are no financial implications arising from this report.

## **DECISION HISTORY**

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At its meeting held January 9, 2024, the Nominating Panel - Multi-Tenant House Licensing Tribunal, selected 14 candidates for interview at its next meeting:  
<https://secure.toronto.ca/council/agenda-item.do?item=2024.NH1.2>

At its meeting on November 8 and 9, 2023, City Council adopted the Relationship Framework for the Multi-Tenant House Licensing Tribunal, Rates of Remuneration, and Vice-Chair Selection Process:  
<https://secure.toronto.ca/council/agenda-item.do?item=2023.EX9.13>

At its meeting on March 29, 30, and 31, 2023, City Council appointed nine individuals to the Tribunals Nominating Panel:  
<https://secure.toronto.ca/council/agenda-item.do?item=2023.CC5.7>

At its meeting on December 14 and 15, 2022, City Council established Municipal Code Chapter 575, Multi-Tenant Houses, which establishes a new Multi-Tenant House Licensing Tribunal comprised of not fewer than six public members including a Chair, who are appointed by City Council:  
<https://secure.toronto.ca/council/agenda-item.do?item=2023.CC2.1>

## **COMMENTS**

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### **Composition of the Multi-Tenant House Licensing Tribunal**

The Multi-Tenant House Licensing Tribunal is comprised of a minimum of six public members including one member appointed as Chair by City Council.

### **Tribunal members must meet certain qualifications**

Tribunal members should collectively bring the following skills and expertise to the Tribunal:

- good understanding of the mandate of the Tribunal
- a good understanding of the Multi-Tenant House By-law and the Statutory Powers Procedure Act
- understanding of a field related to business licensing and sensitivity to the various interests and issues
- 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 written and oral evidence
- a demonstrated ability to write a clear, well-reasoned decision that takes into account the evidence, the submissions and applicable law

- 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
- a technical proficiency in commonly used word processing, business communications and virtual meeting software
- a flexible work schedule
- willing and available to attend training programs once appointed
- have professional experience or have been a consumer of the Toronto rental housing sector
- a demonstrated knowledge of the Toronto rental housing and affordable housing sectors and City of Toronto housing priorities
- may have lived experience as and/or working experience with Indigenous, Black or other equity-deserving group (s) disproportionately represented in Toronto's rental housing sector

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

- an understanding of the governance structure for City tribunals
- previous experience in an adjudicative role
- leadership and coaching experience
- the administrative skills to organize, schedule and arrange appropriate support for hearings
- excellent communications skills, both oral and written, to articulate issues and decisions to staff, Committees of Council, the press, and the public
- a willingness and ability to represent the Tribunal publicly and perform speaking engagements

### **Eligibility for the Multi-Tenant House Licensing Tribunal**

In addition to the general eligibility requirements set out in the Public Appointments Policy, former Members of Council who served in the immediately preceding term of Council (2018-2022) are ineligible for appointment as public members on the Tribunal.

### **There are currently six positions under consideration, including the role of Chair**

The Multi-Tenant Housing Licensing Tribunal is a new tribunal which will replace the current Rooming Housing Licensing Commissioner and Deputy Commissioner. City Council will appoint six public members, including one member as Chair.

### **Term of office**

The term of office for members of the Multi-Tenant House Licensing Tribunal is four years and until successors are appointed. The public members will be appointed for a term of office ending February 8, 2028, and until successors are appointed.

## **Tribunal members receive remuneration**

- The Chair receives an annual stipend of \$25,000, plus full-day per diem of \$460 and half-day remuneration (3.5 hours or less) of \$275 for attendance at hearings, business meetings and training.
- Public members receive 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 attending hearings, business meetings, and training.

## **Public release of names of recommended candidates**

The names and biographies of the recommended candidates will be publicly reported once the Nominating Panel - Multi-Tenant House Licensing Tribunal forwards its recommendation to City Council.

## **CONTACT**

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Robyn Summers, Manager, Public Appointments, City Clerk's Office, 416-338-1911  
[Robyn.Summers@toronto.ca](mailto:Robyn.Summers@toronto.ca)

## **SIGNATURE**

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John D. Elvidge  
City Clerk

## **ATTACHMENTS**

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Confidential Attachment 1 – List of Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment for Candidates Selected for Interview

Confidential Attachment 2 - Interview schedule for January 23, 2024