

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

Date: February 15, 2024

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

SUMMARY

The Nominating Panel - Multi-Tenant House Licensing Tribunal will conduct interviews and recommend two candidates to City Council for appointment to the Multi-Tenant House Licensing Tribunal.

RECOMMENDATIONS

The City Clerk recommends that:

1. The Nominating Panel - Multi-Tenant House Licensing Tribunal recommend two 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.
2. The Nominating Panel - Multi-Tenant House Licensing Tribunal direct that Confidential Attachments 1-3 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

There are no financial implications arising from this report.

DECISION HISTORY

At its meeting held February 9, 2024, the Nominating Panel - Multi-Tenant House Licensing Tribunal, selected eleven candidates for interview at its next meeting:

<https://secure.toronto.ca/council/agenda-item.do?item=2024.NH3.1>

At its meeting held February 6 and 7, 2024, City Council appointed four public members, including one as Chair, to the Multi-Tenant House Licensing Tribunal:

<https://secure.toronto.ca/council/agenda-item.do?item=2024.NH2.1>

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

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 two positions under consideration

At their last meeting City Council appointed four candidates to the Multi-Tenant House Licensing Tribunal. There are still two positions under consideration to appoint the full complement of six members to the Multi-Tenant House Licensing Tribunal.

Term of office

The term of office for members of the Multi-Tenant House Licensing Tribunal is four years and until successors are appointed.

Tribunal members receive remuneration

- The chair receives an annual retainer 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

Robyn Summers, Manager, Public Appointments, City Clerk's Office, 416-338-1911
Robyn.Summers@toronto.ca

SIGNATURE

John D. Elvidge
City Clerk

ATTACHMENTS

Confidential Attachment 1 – List of Shortlisted Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment to the Multi-Tenant House Licensing Tribunal

Confidential Attachment 2 – Interview schedule for March 1, 2024

Confidential Attachment 3 - Voluntary Diversity Information Summary of Current Public Members of the Multi-Tenant House Licensing Tribunal