

Appointment of Public Members to the Committee of Adjustment

Date: June 28, 2024

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 conduct interviews and recommend 3 candidates to City Council for appointment to the Committee of Adjustment.

RECOMMENDATIONS

The City Clerk recommends that:

1. The Nominating Panel – Committee of Adjustment recommend two public members to City Council for appointment to the Committee of Adjustment for a term of office ending November 14, 2026, and until successors are appointed, as follows:
 - a. 1 member to the North York panel
 - b. 1 member to the Toronto and East York panel
2. The Nominating Panel - Committee of Adjustment recommend one public member to City Council for appointment to the Committee of Adjustment Scarborough Panel to fill a vacancy created by the leave of absence, for a term of office until the end of a leave, including up to the end of the term, November 14, 2026, and until a successor is appointed.

3. The Nominating Panel - Committee of Adjustment direct that Confidential Attachments 1a, 1b, and 2 to 5 remain confidential in their entirety as they relate 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 on March 25, 2023, the Nominating Panel - Committee of Adjustment selected 9 candidates to be interviewed at its next meeting:

<https://secure.toronto.ca/council/agenda-item.do?item=2024.NA6.1>

At its meeting on April 17 and 18, 2024, City Council appointed 3 public members to the Committee of Adjustment for a term of office ending November 14, 2026, and until successors are appointed:

<https://secure.toronto.ca/council/agenda-item.do?item=2024.CC17.4>

At its meeting on October 11 and 12, 2023, City Council appointed 35 public members to the Committee of Adjustment for a term of office ending November 14, 2026, and until successors are appointed:

<https://secure.toronto.ca/council/agenda-item.do?item=2023.CC11.4>

COMMENTS

Composition of the Committee of Adjustment

The Committee of Adjustment consists 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;
- Scarborough: 5 panel members; and
- Toronto and East York: 12 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.

There are currently three positions under consideration

The three positions under considerations are the result of two resignations from members on the North York Panel, the Toronto and East York Panel and a leave of absence on the Scarborough Panel.

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 two appointees on the North York Panel and Toronto and East York panels will serve a term of office ending on November 14, 2026. The public member filling the vacancy on the Scarborough Panel created by the leave of absence will serve for a term of office until the end of a leave, including up to the end of the term November 14, 2026, and until a successor is appointed.

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.

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

Short-listed candidates will write an assignment and be interviewed

Candidates must complete a test related to the roles and responsibilities of Committee of Adjustment members. The Nominating Panel - Committee of Adjustment members will be provided with the test results during the interview.

Committee members receive remuneration

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

Each public member who is not a chair will receive an annual stipend of \$1,500, 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.

Public Appointments staff have consulted with City Planning staff

In preparation to fill the vacancies, Public Appointments staff consulted with City Planning staff to discuss skills and qualifications, current board needs, and the appointments process.

Public release of names of the recommended candidates

The names and biographies of the recommended candidates will be publicly reported once the Nominating Panel - Committee of Adjustment forwards its recommendation to City Council.

CONTACT

Jennifer Forkes, Deputy City Clerk, City Clerk's Office, Secretariat, City Clerk's Office,
Jennifer.forkes@toronto.ca 416-392-7337

SIGNATURE

John D. Elvidge
City Clerk

ATTACHMENTS

Confidential Attachment 1a – List of Eligible Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment to the Committee of Adjustment

Confidential Attachment 1b – List of Ineligible Candidates, Qualifications, Confidential Diversity Information Summary, and Applications for Appointment to the Committee of Adjustment

Confidential Attachment 2 - Diversity Information Summary for Current Public Members of the Committee of Adjustment

Confidential Attachment 3 - Committee of Adjustment Written Assignment

Confidential Attachment 4 - Committee of Adjustment - Completed Assignments from Applicants Selected for Interview

Confidential Attachment 5 - Interview Schedule for July 10, 2024