

2024 Appointments – Board of Revision (BOR) and Licence Appeal Board (LAB)

ISSUE

City Council makes annual appointments to its various Boards and Committees. Appointees to the BOR shall also serve as a member of the LAB. Although vacancies are noted, there may be members that are eligible for reappointment. There are twelve citizen vacancies for 2024.

RECOMMENDATION

1. That the Governance & Priorities recommend to City Council that the following be reappointed to the Board of Revision and Licence Appeal Board to the end of 2024:
 - a. Adedoyin Ajayi
 - b. Lola Ayotunde
 - c. Melissa Bewer
 - d. June Bold
 - e. Cameron Choquette
 - f. Marvin Dutton
 - g. Andrew Gaucher
 - h. Albert Lavoie
 - i. Asit Sarkar
 - j. Megan Shields
 - k. Brett Zoerb
2. That the City Clerk be directed to readvertise for the remaining citizen vacancy.

BACKGROUND

Appointments are made in accordance with [Policy C01-003 Appointments to Civic Boards, Commissions, Authorities, and Committees](#).

For the 2024 recruitment cycle, advertising occurred from September 9 – 29, 2023. Advertising was placed in the local press on September 9 and on the City's website and through the City's social media channels throughout the duration. Recruitment information was also provided to various agencies. The deadline for applications was September 29 and was extended to October 6.

Applications as in Appendices 4 and 5 were considered by the City Agency Recruitment and Evaluation Committee (CARE) in October with recommendations being made to the Governance & Priorities Committee. City Council considers appointments for Advisory Committees at its November 22, 2023 Regular Business meeting.

DISCUSSION/ANALYSIS

The Terms of Reference for these appeal boards are provided as Appendix 1.

There are currently twelve vacancies on the boards, seven of which are eligible for reappointment. There are four current members seeking reappointment however are beyond their six-year maximum term. Current membership status provided in Appendix 2.

There were two new applications received. A 2024 current list of applicants is provided as Appendix 3.

FINANCIAL IMPLICATIONS

Members receive the following remuneration for Board of Revision:

- Board Chair: \$3,600.00 annually plus \$150.00 per day and \$75.00 per half day while in session.
- Panel Chairs: \$1,800.00 annually plus \$150.00 per day and \$75.00 per half day while in session.
- Board Members: \$150.00 per day and \$75.00 per half day while in session.

Additionally, each member requires training through Johnson Shoyama Graduate School of Public Policy(JSGS) annually. This training occurs in an online format.

For licence appeals, members receive remuneration per hearing attended.

Both Boards have costs associated with advertising and are included in the City Clerk's Office operating budget annually.

OTHER IMPLICATIONS

There are no privacy, legal, social, or environmental implications identified.

NEXT STEPS

The Governance and Priorities Committee will make its recommendations of appointment to City Council at the November 22, 2023 Regular Business Meeting.

APPENDICES

1. BOR and LAB Terms of Reference
2. Current Membership Status Update (In Camera)
3. Applicant list (In Camera)
4. Reappointment Applicant Packages (In Camera)
5. New Applicant Packages (In Camera)

Report Approval

Written by:

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Reviewed and approved by:

Adam Tittlemore, City Clerk

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