



GOVERNANCE AND PRIORITIES COMMITTEE

Governance Review – Other Bodies – Development Appeals Board and Municipal Planning Commission

Recommendation of the Committee

1. That changes to the Development Appeals Board be approved in accordance with Option 2, Amend Qualifications, Compensation, Require Training, Remove the Overlap in Membership between the DAB and BOR and Create a More Robust Recruitment and Performance Evaluation Process;
2. That no changes be made to the Municipal Planning Commission in accordance with Option 2, Maintain the Status Quo;
3. That preferred qualifications advertised for potential appointees to the Development Appeals Board be amended to include:
 - Knowledge of the local development process or land use planning and planning law;
 - An appreciation of the interest of property owners, developers and the public;
 - Previous experience on or with a quasi-judicial or administrative tribunal;
 - The ability to be fair, open-minded and impartial;
 - The ability to conduct themselves with integrity and consistency;
 - The ability to interpret and apply relevant statutes and case law to complex situations;
 - Knowledge and understanding of Bylaw No. 8770, *The Zoning Bylaw* and *The Planning and Development Act, 2007*; and
 - The ability to absorb and analyze complex material information and write comprehensive, intelligible decisions;
4. That the compensation of members appointed to the Development Appeals Board be increased as of January 1, 2025 as outlined in the April 10, 2024 report of the City Solicitor's Office;
5. That training for members of the Development Appeals Board be reviewed and applicable orientation/training be mandatory for 2025;
6. That recruitment and performance evaluation documents, including an interview guide specific to the Development Appeals Board be developed for use by the City Agency Recruitment and Evaluation Committee for 2025 appointments;
7. That the City Agency Recruitment and Evaluation Committee Terms of Reference be updated to reflect changes to the DAB recruitment process, including the requirement to interview DAB applicants;
8. That the Terms of Reference for the Development Appeals Board be updated as outlined in the April 10, 2024 report of the City Solicitor's Office; and
9. That the City Solicitor's Office be instructed to bring forward any required bylaw or policy amendments.



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History

The Governance and Priorities Committee, at its meeting held on June 12, 2024, considered a report of the City Solicitor's Office regarding the above.

Your Committee considered comments made regarding quorum issues and hybrid attendance at the Municipal Planning Committee meetings and resolved that the City Clerk's Office work with the boards and committees regarding hybrid mtg attendance and any improvements to process that will balance attendance and meeting effectiveness, with potential inclusion of policy and procedure within future amendments to the appointment policy and other applicable documents.

Attachment

April 10, 2024 report of the City Solicitor's Office