

Subject: Appointments to the Planning Advisory Committee

File Number: ACS2023-OCC-CCS-0116

Report to Council 27 September 2023

Submitted on September 22, 2023 by the Selection Panel, Planning Advisory Committee

Contact Person: Eric Pelot, committee coordinator, Office of the City Clerk

(613) 580-2424, ext. 22953, eric.pelot@ottawa.ca

Ward: Citywide

Objet : Nominations au Comité consultatif sur l'aménagement du territoire

Dossier : ACS2023-OCC-CCS-0116

Rapport au Conseil le 27 septembre 2023

Soumis le 22 septembre 2023 par le Jury de sélection, Comité consultatif sur l'aménagement du territoire

Personne ressource : Eric Pelot, coordonnateur du comité, Bureau du greffier municipal

(613) 580-2424, poste 22953, eric.pelot@ottawa.ca

Quartier : À l'échelle de la ville

REPORT RECOMMENDATIONS

That, further to the deliberations of the Selection Panel, Council approve the following appointments to the Planning Advisory Committee, all terms to be effective upon Council approval, for the 2022-2026 Term of Council:

Members residing in the Rural Area of Ottawa:

Josiane Roberds

Francois Rivest

Members residing within the Urban Area outside of the Greenbelt:

Jason Huang

Colin White

Members residing inside the Greenbelt:

Alexus Ball

Anna Lenk

Nominees:

Carolyn Mackenzie (Federation of Citizens' Associations of Ottawa)

Jason Burggraaf (Greater Ottawa Homebuilders' Association)

Dean Karakasis (BOMA Ottawa)

Architect member:

Changhong Sun

Landscape Architect member:

Zachary Hunter

Professional planner member:

Busingye Nurudin

RECOMMANDATIONS DU RAPPORT

Que, suite aux délibérations du jury de sélection, le Conseil approuve les nominations suivantes au Comité consultatif sur l'aménagement du territoire, tous les mandats entrant en vigueur à l'approbation par le Conseil et prenant fin au terme du mandat du Conseil :

Membres résidents habitant le secteur rural d'Ottawa :

Josiane Roberds

Francois Rivest

Membres résidents habitant en milieu urbain à l'extérieur de la Ceinture de verdure :

Jason Huang

Colin White

Membres résidents habitant à l'intérieur de la Ceinture de verdure :

Alexus Ball

Anna Lenk

Représentants délégués :

Carolyn Mackenzie (Fédération des associations civiques d'Ottawa)

Jason Burggraaf (Greater Ottawa Homebuilders' Association)

Dean Karakasis (BOMA Ottawa)

Membre architecte :

Changhong Sun

Membre architecte-paysagiste :

Zachary Hunter

Membre planificateur professionnel :

Busingye Nurudin

BACKGROUND

The [*Appointment Policy – Council-Appointed Public Members of Committees, Boards and other External Authorities*](#), revised and approved by City Council on December 7, 2022, outlines the process and requirements for recruiting public members to the City's Committees, Boards and Task Forces, as well as to its External Boards, Commissions and Authorities, for which public members are required.

Council approved the continuation of the Planning Advisory Committee, for the 2022-2026 Term of Council, on July 12, 2023, as part of the [*Advisory Bodies Review report*](#) (File No. ACS2023-OCC-GEN-0008).

Advertisements for the current recruitment drive were circulated beginning July 13, 2023. Ads were posted on the City website, on social media (Facebook, Twitter and LinkedIn), were placed in the Ottawa Citizen and Le Droit, and were sent to a number of organizations and professional associations with a potential interest. The recruitment ad

was also circulated to community service centers, community centers, and recreation facilities, were posted to the City's digital billboards including at bus shelters and other facilities, Volunteer Ottawa. Gender and equity-specific communications are also described in further detail below.

The application deadline was August 24, 2023.

DISCUSSION

The Selection Panel for the Planning Advisory Committee was comprised of the following:

1. Councillor Jeff Leiper
2. Councillor George Darouze
3. Scott Moffatt, as the designate of Mayor Mark Sutcliffe

Their recommendation to Council for the appointment of nine public members to the Planning Advisory Committee is listed in the Recommendations section of this report.

Additionally, three nominees have been included in the recommendations. Pursuant to the Terms of Reference, the Office of the City Clerk requested nominations from the Federation of Citizens' Associations of Ottawa, the Greater Ottawa Homebuilders' Association, and BOMA Ottawa. Each provided a sole nominee.

Appointment Reports considered in Open Session

As part of the process to be more proactively transparent about its appointment process, on December 8, 2010, during the 2010-2014 Governance Review, Council approved that, going forward, reports for Appointments to Agencies, Boards, Committees and Commissions would be considered in open session.

Since Council enacted this change, few privacy issues have arisen. However, should a Member of Council wish to address any issue arising from such reports, it is suggested that they contact the City Clerk in advance of any meeting to discuss whether or not their concerns should be addressed in open or closed session.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

LEGAL IMPLICATIONS

There are no legal impediments to the implementation of the recommendation in this report.

COMMENTS BY THE WARD COUNCILLOR(S)

This report is City-wide in nature.

ADVISORY COMMITTEE(S) COMMENTS

Advisory committees were not consulted on the proposed candidates as applications are confidential.

Chairs and Vice-Chairs of advisory committees were consulted as part of the governance review for 2022-2026. Their feedback if any was incorporated in the Governance report and/or the recruitment process.

CONSULTATION

Feedback received on past recruitment drives that had been documented was brought forward and considered as part of the planning for the current recruitment drive.

Members of Council were consulted as part of the governance review for 2022-2026, including on the Appointment Policy and recruitment of public members.

The Office of the City Clerk also consulted internally with Gender and Race Equity, Inclusion, Indigenous Relations, and Social Development Services, and Public Information and Media Relations on the current recruitment drive, as well as supporting staff of other committees and boards. Any feedback relayed from public members through their supporting staff was also considered in planning and implementing the current recruitment drive.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with the report recommendations.

Accessibility was considered as part of the recruitment process, including communication media, format and content, the application and interview process, and the opportunity for candidates to request accommodations should they be appointed.

INDIGENOUS, GENDER AND EQUITY IMPLICATIONS

A detailed history of recruitment initiatives relating to Indigenous, gender and equity is

included in the [2022-2026 Council Governance Review report](#) approved by Council at its December 7, 2022 meeting. See the section of the report entitled “Public appointments to Advisory Committees and other bodies and related policies”.

As described in the report, the Office of the City Clerk consulted the Gender and Race Equity, Inclusion, Indigenous Relations, and Social Development Services, and the Public Information and Media Relations Services. The measures developed and implemented as part of the recruitment drive include:

Improving content and plain language of recruitment communications

Improved communication makes the recruitment process more approachable and accessible to more residents with a variety of lived experiences.

Outreach and messaging to diversity- and equity-deserving groups and partners

Recruitment included proactive outreach, and updated messaging to signal to relevant groups that the City urges them to apply. Examples include:

Application form & applicant data

The application form for the current recruitment included optional self-identification questions, adapting the City’s “Count me in” questionnaire for employees. These questions allowed applicants to disclose gender, indigeneity, race, disability, orientation, and newcomer status. This information is available to the Selection Panel members to increase the number of appointees from equity and diversity-seeking groups.

Supporting Selection Panels

The Office of the City Clerk is supporting Selection Panels to view the selection process with a gender and equity lens.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with the report recommendations.

RURAL IMPLICATIONS

There are no rural implications. The Selection Panel considered geographic representation among other selection criteria, in accordance with the Appointment Policy.

TERM OF COUNCIL PRIORITIES

There is no direct impact of the proposed appointments on the Term of Council

Priorities.

SUPPORTING DOCUMENTATION

Document 1 Applications of recommended members, excluding organization nominees
(Confidential – Held on file with the City Clerk)

DISPOSITION

Council and Committee Services, Office of the City Clerk, will notify all applicants upon approval by City Council.