

**Report to  
Rapport au:**

**Council  
Conseil  
10 July 2019 / 10 juillet 2019**

**Submitted on July 5, 2019  
Soumis le 5 juillet 2019**

**Submitted by  
Soumis par:  
Selection Panel, Planning Advisory Committee / Jury de sélection, Comité  
consultatif sur l'aménagement du territoire**

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**Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE      File Number: ACS2019-CCS-GEN-0045**

**SUBJECT: Planning Advisory Committee – Appointment**

**OBJET: Comité consultatif sur l'aménagement du territoire – Nomination**

**REPORT RECOMMENDATION**

**That, further to deliberations of the Selection Panel, Council approve the following appointment to the Planning Advisory Committee, effective June 27, 2019, for the 2018-2022 Term of Council:**

**Member residing in the Rural Area of Ottawa:**

**T. Bradbrooke Smith**

## RECOMMANDATION DU RAPPORT

**Que, suite aux délibérations du jury de sélection, le Conseil approuve la nomination suivante au Comité consultatif sur l'aménagement du territoire, le mandat entrant en vigueur le 27 juin 2019, pour le mandat du Conseil 2018-2022 :**

**Membres résidents habitant le secteur rural d'Ottawa :**

**T. Bradbrooke Smith**

## BACKGROUND

On December 13, 2017, City Council approved the establishment of the Planning Advisory Committee as required by the *Planning Act*, including the Committee's composition and Terms of Reference (see the report "[Planning Advisory Committee – Establishment](#)"). Specifically, the composition of the Planning Advisory Committee includes two members who reside in the Rural Area of Ottawa.

On March 28, 2018, City Council considered the staff report titled, "[Appointments – Planning Advisory Committee](#)," and approved the appointment of the 12 public members of the Planning Advisory Committee for the remainder of the 2014-2018 Term of Council.

On December 5, 2018, City Council approved the [2018-2022 Council Governance Review Report](#), including the revised Appointment Policy for Citizen Members of City Advisory Committees, Boards and Task Forces, and External Boards, Commissions and Authorities ("Appointment Policy").

Specifically, Council approved the renewal of the membership of the Planning Advisory Committee as well as the 2018 recruitment process for a number of committees and boards. The 2018 recruitment included the recruitment for the potential appointment of reserve members to the Planning Advisory Committee.

Advertisements for membership on the City's Sub-committees, Advisory Committees, Boards, External Boards, Authorities and Commission were placed in the Ottawa Citizen and Le Droit beginning November 1, 2018. In addition, ads were posted on the City website, on social media, and were sent to a number of organizations and associations with a potential interest. The application deadline was originally Thursday, December 13, 2018; however, the deadline was extended to Thursday, December 20, 2018, due to changes resulting from the 2018-2022 Council Governance Review Report.

In light of the varied membership requirements of the Planning Advisory Committee, the Selection Panel decided not to appoint reserve members, but instead keep all applications from the 2018 recruitment on file for further consideration should a vacancy arise.

All applicants were notified of this decision and were requested to update the Clerk's Office with any change in their contact information during the 2018-2022 Term of Council.

Bill Eggertson, who served as a rural resident member on the Planning Advisory Committee, resigned on June 27, 2018.

The Selection Panel accordingly considered the applications on file from candidates that were eligible for appointment to the rural resident position.

As the appointment recommended in this report is from the pool of applicants rather than Council-approved reserve members, the appointment must be approved by Council.

## **DISCUSSION**

The Selection Panel for the Planning Advisory Committee is comprised of Councillors Jan Harder, Eli El-Chantiry, and Glen Gower, as well as Robyn Guest (on behalf of Mayor Jim Watson as *ex officio*).

Their recommendation to Council for the appointment of a voting public member (rural resident) to the Planning Advisory Committee is listed in the recommendation section of this report.

Consistent with the practice in appointing reserve members, the effective date of the recommended appointment coincides with the resignation date of the outgoing voting member.

## **RURAL IMPLICATIONS**

There are no rural implications. The Selection Panel is recommending an appointment to fill a vacant rural resident position on the Planning Advisory Committee in accordance with the Planning Advisory Committee Terms of Reference.

## **CONSULTATION**

See above regarding the recruitment and advertisement process for members of the public.

## **COMMENTS BY THE WARD COUNCILLOR(S)**

This report is City-wide in nature.

## **LEGAL IMPLICATIONS**

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

As part of the process to be more proactively transparent about its appointment process, Council passed the following Recommendation No. 9 in Part I of its 2010-2014 Governance Review:

**The changes to report protocols for Appointments to Agencies, Boards, Committees and Commissions, Commemorative Namings and City of Ottawa Architectural Conservations Awards and the City of Ottawa Heritage Plaques as described in this report, such that they are no longer automatically in camera reports [emphasis added].**

Since Council enacted this change on December 8, 2010, 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 and Solicitor in advance of any meeting to discuss whether or not their concerns should be addressed in open or closed session.

## **RISK MANAGEMENT IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications associated with this report.

## **ACCESSIBILITY IMPACTS**

There are no accessibility impacts associated with the report recommendation. In accordance with the Appointment Policy, applicants had the opportunity to provide information about how their appointment would promote diversity on the Planning Advisory Committee, including a diversity of levels of ability. The Selection Panel considered this information pursuant to the Appointment Policy.

## **TERM OF COUNCIL PRIORITIES**

This report supports the current Term of Council Priority related to Governance, Planning and Decision Making.

## **SUPPORTING DOCUMENTATION**

**Document 1** – Application of T. Bradbrooke Smith (confidential – held on file with the City Clerk)

## **DISPOSITION**

Legislative Services Branch, City Clerk and Solicitor Department will notify the applicant upon approval by City Council.