

**Report to  
Rapport au:**

**Community and Protective Services Committee  
Comité des services communautaires et de protection  
21 November 2019 / 21 novembre 2019**

**and Council  
et au Conseil  
27 November 2019 / 27 novembre 2019**

**Submitted on November 7, 2019  
Soumis le 7 novembre 2019**

**Submitted by  
Soumis par:**

**Selection Panel, Property Standards and License Appeals Committee / Jury de  
sélection, Comité d'appel en matière de permis et de normes de biens-fonds**

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**Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE      File Number: ACS2019-OCC-GEN-0014**

**SUBJECT: Appointment to the Property Standards and License Appeals  
Committee**

**OBJET: Nomination au Comité d'appel en matière de permis et de normes de  
biens-fonds**

## **REPORT RECOMMENDATION**

**That, further to deliberations of the Selection Panel, the Community and  
Protective Services Committee recommend that Council approve the appointment**

**of Cindy Davidson to the Property Standards and License Appeals Committee, the term to be effective upon Council approval for the 2018-2022 Term of Council.**

### **RECOMMANDATION DU RAPPORT**

**Que, suite aux délibérations du jury de sélection, le Comité des services communautaires et de protection recommande au Conseil d'approuver la nomination de Cindy Davidson au Comité d'appel en matière de permis et de normes de biens-fonds, le mandat entrant en vigueur à l'approbation par le Conseil pour le mandat du Conseil 2018-2022.**

### **BACKGROUND**

As a vacancy arose on the PSLAC on October 7, 2019, the Selection Panel for PSLAC has recommended the appointment of a new Member to the vacant voting member position. The new Member is recommended from the pool of candidates who submitted applications as part of the general recruitment of public members in fall 2018.

The Council-approved Appointment Policy for Citizen Members of City Advisory Committees, Boards and Task Forces, and External Boards, Commissions and Authorities, revised and approved by City Council on December 5, 2018 (as part of the 2018-2022 Governance Report, [ACS2018-CCS-GEN-0028](#)), outlines the process and requirements for recruiting citizen members to the City's Advisory Committees, Boards and Task Forces, as well as to its External Boards, Commissions and Authorities, for which members are required.

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 Governance Report.

On February 27, 2019, Council approved the appointment of five Members to PSLAC ([ACS2019-CCS-GEN-0006](#)):

- Darrell Bartraw
- Stella Kemdirim
- Rupinder Nirman

- Francesco (Frank) Nisi
- Chantèle Ramcharan

As Stella Kemdirim has now resigned, and no reserve members were appointed, Council approval of the report recommendation is required to fill the vacancy.

## **DISCUSSION**

The Selection Panel for the Property Standards and License Appeals Committee was comprised of Councillors Matt Luloff, Keith Egli, Jan Harder (*ex officio*) and Jenna Sudds (*ex officio*), as well as James Armbruster (on behalf of Mayor Jim Watson as *ex officio*). Their recommendation to Council for the appointment of Cindy Davidson to the Property Standards and License Appeals Committee is listed in the recommendation of this report.

## **RURAL IMPLICATIONS**

There are no rural implications.

## **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 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 financial implications associated with this report.

#### **ACCESSIBILITY IMPACTS**

There are no accessibility impacts associated with the report recommendation.

#### **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 Cindy Davidson (Confidential – Held on file with the City Clerk).

#### **DISPOSITION**

Legislative Services Branch, Office of the City Clerk, will notify the new Member upon approval by City Council.