

Staff Report



To	City Council
Service Area	Corporate Services
Date	Tuesday, February 27, 2024
Subject	February 2024 Appointments to the Committee of Adjustment

Recommendation

Motions regarding appointments to the Committee of Adjustment will be brought forward following City Council's closed meeting discussion on February 27, 2024, regarding closed staff report 2024-75 February 24, 2024 Appointments to the Committee of Adjustment.

Executive Summary

Purpose of Report

To appoint two members to the Committee of Adjustment.

Key Findings

Two members of the Committee of Adjustment have recently resigned, leaving only five of seven positions filled. These vacancies increase the risk that Committee of Adjustment meetings could be cancelled due to a lack of quorum. To avoid this outcome, staff are recommending appointees from the candidate pool available from the November 2023 recruitment cycle. This enables City Council to fill these vacant positions several months sooner.

On November 28, 2023 City Council paused recruitments for Advisory Committees of Council (ACOCs), excluding recruitments required to ensure quorum can be maintained, pending the outcome of the Redesigning ACOCs project. As two vacancies on the Committee of Adjustment create a risk of not meeting quorum, City staff are recommending that appointments be made.

Strategic Plan Alignment

The appointment of individuals to the Committee of Adjustment, and all ACOCs, contributes to the foundations theme and lead with accountability objective of the Future Guelph Strategic Plan by ensuring the continued effectiveness of ACOCs.

Future Guelph Theme

Foundations

Future Guelph Objectives

Foundations: Lead with accountability

Financial Implications

None.

Report

A [recruitment was conducted in November 2023](#) to fill one vacant position on the Committee of Adjustment. [Section 2.2 of the ACOC Public Appointment Policy](#) permits the reconsideration of previous applicants within twelve months of their original application. To fill the Committee of Adjustment vacancies as soon as possible, staff did not complete a new recruitment and are instead recommending appointments from the pool of applicants created by the November 2023 recruitment.

ACOC Ongoing Data Collection on Race, Gender and Disability

The City Clerk's Office continues to work towards a long-term goal of increasing the participation of equity-seeking groups on ACOCs so the diversity of ACOC members closely reflects the diversity of the broader community of Guelph with respect to race, gender, and disability.

Since November 2020, the City Clerk's office has collected data from voluntary diversity questions included in ACOC applications. These questions are based on the 2021 Statistics Canada Census survey regarding sex, including sex at birth, and other forms of gender identity.

As these recommended appointments rely on the November 2023 recruitment pool, no changes have occurred to the diversity of ACOCs since the [previous report on November 28, 2023](#).

Committee of Adjustment

Meetings: the second Thursday of each month and the fourth Thursday of each month if necessary.

The Committee of Adjustment hears applications under Sections 45, 53 and 57 of the Planning Act. The Committee consists of seven members of the public. The liaison for the Committee of Adjustment is the Secretary-Treasurer of the Committee of Adjustment.

Financial Implications

None.

Consultations and Engagement

The Secretary-Treasurer of the Committee of Adjustment was consulted.

Attachments

None.

Departmental Approval

None.

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