



Corporation of the Municipality of Temagami

Memo No.
2019-M-172

Memorandum to Council

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Staff

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Committee

Subject: Committee of Adjustment Membership

Agenda Date: October 17, 2019

Attachments: Committee of Adjustment By-Law 11-1020

RECOMMENDATION

This memorandum is:

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To recommend that:

BE IT RESOLVED THAT Council receive Memo 2019-M-172 regarding the Committee of Adjustment (COA) Membership;

NOW THEREFORE BE IT RESOLVED that Council chooses option _____.

BACKGROUND INFORMATION

Council has advertised for members to sit on the COA. Several attempts have been made to request residents to volunteer their time, and have had little success.

In the attached COA By-law 11-1020, "*Section 34. If any member of the Committee of Adjustment misses three (3) consecutive regularly scheduled meetings or has an attendance record of less than sixty (60%) percent on an annual basis, the chairperson must report such attendance failure immediately to Council. At this time a replacement may be made after consideration of the relevant facts.*" I am therefore reporting to Council that two of the Committee Members, Gary Cline, and Ken Ballentine, have now missed 3 consecutive meetings of the Committee of Adjustment.

In other municipalities the appointments to the COA range from 100% Members of Council to 100% Members of the Public. As well, in other municipalities members of the COA are paid for their time.

Should Council deem it appropriate to pay more than the \$1.00 per meeting, direction to amend the by-law is required. Council should make this determination, as well as, determining if a change to the COA composition prior to advertising for any necessary replacements.

Current Committee of Adjustment members are:

Chair Cathy Dwyer, (Councillor); Barry Graham; Nicole Brooker; Garry Cline; Bruce Rice; and Ken Ballentine. The COA bylaw outlines membership representation, the COA shall consist of no fewer the three members and a maximum of 9 members.

Meetings are held once per month, if an application has been submitted.

Bullet point #4 Council and appointed members outside of Council as follows:

- a) One representative – Councillor
- b) Each member shall be a qualified elector
- c) The Chairperson shall be elected by the Committee as per ss. 44(7) of the *Planning Act*

- d) Each member who is not a member of Council shall hold office for the term of the Council that appointed them
- e) The Member holding office as a member of Council shall be appointed annually as per s. 44(3) of the *Planning Act*.
- f) Members shall hold office until their successors are appointed, and are eligible for reappointment s. 44(4) of the *Planning Act*.

Council can choose one of the following options:

Option 1: re-advertise as a paid position, members will be paid \$_____ per meeting on an annual basis.

Option 2: re-advertise as a volunteer position

Option 3: direct Staff to review and prepare the necessary bylaw, increasing the amount to a maximum # of _____ Councillors.

Prepared By:

Reviewed by:

Tammy Lepage Planning Clerk, Secretary-Treasurer for Cathy Dwyer, Chair	Cathy Dwyer, Chair Committee of Adjustment
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