

August 13, 2007

To: Planning and Growth Management Committee

From: Toronto Cycling Advisory Committee – Nominating Committee

Subject: Appointments to the Toronto Cycling Advisory Committee

Recommendations:

The Planning and Growth Management Committee be requested to recommend to City Council:

- (1) the appointment of the eight candidates listed on the attached Confidential List for membership to the Toronto Cycling Advisory Committee, for a term of office expiring on November 30, 2010, or until their successors are appointed; and**
- (2) the appointment of the eight alternate candidates listed on the attached Confidential List, in the sequential order presented, in order to fill a mid-term vacancy, if the need arises.**

Background:

City Council at its meeting on February 4, 5, 6, 7 and 8, 2007, considered Executive Committee Item EX4.1, Advisory Bodies and Working Committees, and re-established the Toronto Cycling Advisory Committee and directed that the Toronto Cycling Advisory Committee report to the Planning and Growth Management Committee.

City Council at its meeting held on June 19, 20 and 22, 2007, considered Planning and Growth Management Committee Item PG5.12, Toronto Cycling Advisory Committee - Revised Terms of Reference, and approved the Terms of Reference for the Toronto Cycling Advisory Committee and established the Toronto Cycling Advisory Committee - Nominating Committee.

The composition of the Toronto Cycling Advisory Committee is as follows:

1. 1 Member of City Council
(Councillor Adrian Heaps is the appointed member for the current term of Council.); and
2. 8 citizen members.

Through the establishment of the Toronto Cycling Advisory Committee – Nominating Committee and the approval of the Toronto Cycling Advisory Committee Terms of Reference, City Clerk’s Office staff and Toronto Cycling Advisory Committee Program staff conducted a search to fulfill the eight citizen member positions for the Toronto Cycling Advisory Committee and designate eight alternate citizen member candidates in order to fill a mid-term vacancy, if the need arises. This search was conducted within the guidelines established by Toronto City Council and the Toronto Cycling Advisory Committee Terms of Reference.

The search included the use of the following methods of communication:

1. the Corporate internet and City of Toronto web page;
2. the Cyclometer Newsletter;
3. local media sources (e.g. NOW Magazine, Mirror newspapers);
4. having the Information Package and Application Form available through Access Toronto City Hall and at all Civic Centre locations; and
5. Outreach at various locations, nine events, all bike shops, various Community Centres and eighty community groups/web sites.

The Toronto Cycling Advisory Committee – Nominating Committee was consulted in this search by program staff of the City Clerk’s Office, and Transportation Planning, City Planning Division, ensuring an open and fair nomination process.

An Information Package and Application Form were distributed as part of the search. A copy of the Information Package and Application Form are on file in the City Clerk’s Office, North York Civic Centre.

The Committee Secretary for the Toronto Cycling Advisory Committee received seventy candidate applications, sixty-five candidate applications by the stated deadline of Wednesday, July 18, 2007 at 4:30 p.m. and five candidate applications were received after the stated deadline and were not considered by the Toronto Cycling Advisory Committee – Nominating Committee. Twenty-five candidates were interviewed. The seventy candidate applications received are on file in the City Clerk’s Office, North York Civic Centre.

The Toronto Cycling Committee - Nominating Committee, held private session meetings on Monday, July 23, 2007, to review the candidate applications received and create a short list of candidates to be interviewed, and on Monday, July 30, 2007 and Tuesday, July 31, 2007, to interview and nominate candidates to fill the eight citizen member and eight alternate citizen member positions on the Toronto Cycling Advisory Committee.

In accordance with the establishment of the Toronto Cycling Advisory Committee – Nominating Committee and the Toronto Cycling Advisory Committee Terms of Reference, eight citizen member candidates are being recommended for approval by the Planning and Growth Management Committee and City Council. Eight alternate citizen member candidates are also being recommended in order to fill a mid-term vacancy, if the need arises.

Conclusion:

The Toronto Cycling Committee – Nominating Committee has forwarded the attached Confidential List of eight citizen member candidates and eight alternate citizen member candidates to the Planning and Growth Management Committee for their consideration and recommendation to City Council for appointment to the Toronto Cycling Advisory Committee for the current term of Council, or until their successors have been appointed.

City Clerk
Toronto Cycling Advisory Committee – Nominating Committee

Frank Baldassini/fb

Attachment

- c: Helen Smith, Manager, Community Council and Committees, Secretariat, City Clerk's Office
- Sean Wheldrake, Bicycle Promotions Coordinator, Transportation Planning, City Planning Division