

**VAUGHAN METROPOLITAN CENTRE SUB-COMMITTEE
TERMS OF REFERENCE**

Mandate/ Objectives

The Vaughan Metropolitan Centre (VMC) Sub-Committee will have the following mandate:

1. To make recommendations that create the municipal framework and policy environment, consistent with Vaughan’s broader city-building objectives, which will facilitate significant development of the VMC in a timeframe consistent with the opening of the subway and Highway 7 rapidway, including consideration of the following:
 - i) Planning policies;
 - ii) Infrastructure implementation principles;
 - iii) Requirements related to external approvals
 - iv) Economic development strategy; and
 - v) Communications/Advocacy.

Term

The term of the VMC Sub-Committee shall end December 31, 2018.

Membership

The VMC Sub-Committee shall be Chaired by the Mayor and composed of three (3) other members of Council as determined by Council. Any changes to the membership will require Council approval.

Meeting Procedures

The proceedings of the Sub-Committee are to be governed by the City’s Procedural By-law.

Agendas and Reporting

Agendas shall be prepared by the City Clerk’s Office. Agendas shall be posted on the City’s web site one week prior to the scheduled date of the meeting or as soon as practicable.

To facilitate operational matters that require rapid approval, the VMC Sub-Committee is a sub-committee of the Committee of the Whole.

Meetings

Meeting dates will be determined at the first meeting of the Sub-Committee. The Sub-Committee may meet on the schedule determined, or at the call of the Chair.

All meetings are to be open to the public in accordance with the Municipal Act, 2001.

Notice of Meetings

Meetings will be noted on the Schedule of Meetings calendar posted on the City's website.

Quorum

A majority of the members, including the Chair, shall constitute quorum.

Staff Resources

The role of staff is to act as a resource to the Sub-Committee, but not to be members of the Sub-Committee. The following staff will provide advisory and technical support specific to the mandate and objectives of the Sub-Committee: The City Manager, the Executive Director, Office of the City Manager, the Senior Management Team, and their respective staff, as required.

The City Clerk's Office will be responsible for agenda production and distribution, the giving of procedural advice, and the recording of the proceedings of the Sub-Committee.

Authority

The Sub-Committee may not exercise decision-making powers, or commit expenditures save for those specifically delegated by Council. The Sub-Committee may not direct staff to undertake activities without authority from Council.

Amendment/Expansion of Terms of Reference

Only Council can initiate any amendment and/or expansion of the Terms of Reference.

The Terms of Reference for the Sub-Committee were established by Council's adoption of Item No. 18 of Report No. 43 on October 18, 2011.