

**CITY OF VAUGHAN**  
**REPORT NO. 3 OF THE**  
**FINANCE, ADMINISTRATION AND AUDIT COMMITTEE**

*For consideration by the Council  
of the City of Vaughan  
on March 20, 2018*

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The Finance, Administration and Audit Committee met at 9:38 a.m., on March 5, 2018.

Present: Councillor Rosanna DeFrancesca, Chair  
Hon. Maurizio Bevilacqua, Mayor  
Regional Councillor Gino Rosati  
Regional Councillor Sunder Singh  
Councillor Marilyn Iafrate  
Councillor Sandra Yeung Racco  
Councillor Alan Shefman

The following items were dealt with:

**1 2018 CITY-WIDE AND AREA SPECIFIC DEVELOPMENT CHARGE  
BACKGROUND STUDY AND BY-LAWS**

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Chief Financial Officer and City Treasurer, dated March 5, 2018, be approved; and
- 2) That the presentation by the Project Manager, Finance Sustainability, and Communication C1, presentation material titled “2018 Development Charge Review”, dated March 5, 2018, be received.

**Purpose**

To present the Draft 2018 City-wide and Area Specific Development Charges Background Study and By-Laws and to communicate the timing of the statutory public process leading to the approval of the new by-laws.

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**Recommendations**

1. That the Draft 2018 City-wide and Area Specific Development Charges Background Study be made available to the public sixty (60) days in advance of the passage of the by-law in accordance with the Development Charges Act, 1997;
2. That the Draft City-Wide (“CW”) and Area Specific Development Charge By-laws (“ASDC”) be made available to the public at a date to be established by the Chief Financial Officer, but no later than two (2) weeks in advance of the public statutory meeting; and
3. That staff be authorized to advertise the Public Statutory Meeting at least twenty (20) days in advance of the date of the meeting in a method that is consistent with the requirements of the Development Charges Act, 1997.

**2                    MODERNIZATION OF SIGN PERMIT SYSTEM**

**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning and Growth Management, dated March 5, 2018:**

**Purpose**

To modernize the sign permit application process, staff is seeking Council approval to create a 2018 capital project for the procurement of digital resources to implement online sign permit applications.

**Recommendations**

1. THAT a 2018 capital project be created for the implementation of Building Standards online sign permit applications, with a budget of \$200,000 inclusive of applicable taxes and administration recovery and funded from the Building Standards Reserve; and,
2. THAT the inclusion of this matter on a Public Committee or Council agenda with respect to amending the Capital Budget identified as “Modernization of Sign Permit System” is deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002, as amended.

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**3     PROCUREMENT ACTIVITY REPORT – Q4 AND YEAR-TO-DATE  
         ENDING DECEMBER 31, 2017**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer and City Treasurer, dated March 5, 2018:

**Purpose**

This report provides details of the Procurement activities undertaken in Q4 2017 and year-to-date ending December 31, 2017.

**Recommendation**

1.     The Q4 2017 Procurement Activity Report be received.

**4     STATEMENT OF REMUNERATION AND EXPENSES FOR  
MEMBERS OF COUNCIL AND COUNCIL APPOINTMENTS TO  
         BOARDS AND OTHER BODIES FOR THE YEAR 2017**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer and City Treasurer, dated March 5, 2018:

**Purpose**

To report the Statement of Remuneration and Expenses for Members of Council and Council appointments to Boards and other Bodies for the year 2017.

**Recommendations**

1.     That the report titled Statement of Remuneration and Expenses for Members of Council and Council Appointments to Boards and Other Bodies for the Year 2017, be received.

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**5     **AWARD OF RFP17-353 CONSULTING SERVICES TO DEVELOP  
AND FACILITATE PERFORMANCE EVALUATION PROCESS  
FOR THE CITY MANAGER****

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Human Resources Officer, dated March 5, 2018:

**Purpose**

The purpose of this communication is to seek Council approval to award Request for Proposal RFP17-353 Consulting Services to Develop and Facilitate Performance Evaluation Process for the City Manager to the highest scoring proponent.

**Recommendations**

1.     That RFP17-353 Consulting Services to Develop and Facilitate Performance Evaluation Process for the City Manager be awarded to Western Management Consultants in the amount of \$19,950. plus, applicable taxes; and
2.     That a contingency allowance in the amount of \$1,950.00 plus applicable taxes, be approved within which the Chief Human Resources Officer or his designate is authorized to approve amendments to this contract.

**6           **OTHER MATTERS CONSIDERED BY THE COMMITTEE****

**6.1     **CONSIDERATION OF AD HOC COMMITTEE REPORTS****

The Finance, Administration and Audit Committee recommends:

That the following Ad Hoc Committee reports be received:

1.     **Recruitment Policy Review Task Force meeting of January 29, 2018 (Report No. 1).**
2.     **Human Resources Task Force meeting of January 31, 2018 (Report No. 2).**

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**7 COMMITTEE OF THE WHOLE (CLOSED SESSION)  
RESOLUTION MARCH 5, 2018**

The following resolution was passed to enable Committee of the Whole (Closed Session) to resolve into closed session for the purpose of discussing the following:

- 1) **ANNUAL PERFORMANCE REVIEW – DIRECTOR OF INTERNAL AUDIT**  
(labour relations or employee negotiations)
- 2) **PROPERTY MATTER  
INFRASTRUCTURE ONTARIO LANDS  
MARTIN GROVE ROAD AND HIGHWAY 407  
WARD 2**  
(acquisition or disposition of land)
- 3) **ONTARIO MUNICIPAL BOARD HEARING  
COUNTRYWIDE HOMES WOODEND PLACE INC.  
11, 31, AND 51 WOODEND PLACE  
OFFICIAL PLAN AMENDMENT FILE OP.16.003  
ZONING BY-LAW AMENDMENT FILE Z.15.032  
DRAFT PLAN OF SUBDIVISION FILE 19T-15V011  
WARD 3**  
(litigation or potential litigation)
- 4) **ONTARIO MUNICIPAL BOARD HEARING  
VAUGHAN OFFICIAL PLAN 2010  
ANTONIO TAURASI, BERTILLA TAURASI, VAN BICH TRAN  
AND LINDA NGUYEN  
8204, 8210, 8216, 8222, AND 8230 ISLINGTON AVENUE AND  
2 DAVIDSON DRIVE  
WARD 2 – VICINITY OF ISLINGTON AVENUE AND DAVIDSON DRIVE**  
(litigation or potential litigation)
- 5) **APPOINTMENT OF AN ACTING DEPUTY CITY CLERK**  
(labour relations or employee negotiations)

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The meeting adjourned at 10:28 a.m.

Respectfully submitted,

Councillor Rosanna DeFrancesca, Chair