

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 19, 2016**

Item 11, Report No. 2, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on January 19, 2016, as follows:

***By approving that the following four Members of Council be appointed to the Task Force from which two Co-Chairs shall be designated by the Task Force, and that the Terms of Reference be modified accordingly:***

***Regional Councillor Ferri  
Councillor Yeung Racco  
Regional Councillor Rosati  
Councillor Shefman***

**11**

**CANADA 150 CELEBRATION TASK FORCE  
TERMS OF REFERENCE**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Clerk, dated January 12, 2016, subject to amending the “Membership” section of the Terms of Reference to read as follows:

**“Membership**

**The membership shall consist of up to 16 members:**

- **Three (3) Members of Council, one designated as Chair and two designated as Co-Chairs;**
- **One (1) representative nominated by the Vaughan Chamber of Commerce;**
- **One (1) representative nominated by the Heritage Vaughan Committee;**
- **One (1) representative nominated by the Vaughan Public Library Board; and**
- **Ten (10) citizen members with at least one person representing each of the City’s five wards, one designated as Co-Chair.**

**In selecting members Council shall have regard to the diversity and demography of the community in Vaughan, and give fair representation to persons representing business, educational and historic interests where possible”.**

**Recommendation**

The City Clerk recommends:

1. That the Terms of Reference set out as Attachment 1 respecting the establishment of a “Canada 150 Celebration Task Force” be approved.

**Contribution to Sustainability**

Community involvement in the planning of the City of Vaughan’s celebration of Canada’s sesquicentennial year contributes to the sustainability of the City’s diverse and engaged community.

**Economic Impact**

The Task Force will be required to take into consideration the economic impact of its proposed recommendations included in its final report to Council at the conclusion of its mandate.

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 19, 2016**

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#### **Communications Plan**

An advertisement will be placed on the City's website requesting applications from potential citizen members. Correspondence will be sent to the organizations identified in the Terms of Reference requesting nominees for appointment.

#### **Purpose**

The purpose of this report is to provide the Terms of Reference for the Canada 150 Celebration Task Force for Council approval.

#### **Background – Analysis and Options**

At its meeting on September 16, 2015, Council adopted Item 19 of Report No. 31 of the Committee of the Whole, entitled Canada 150 Task Force. In so doing, Council requested that staff prepare Terms of Reference for the establishment of a Canada 150 Celebration Task Force to engage the community in the planning of the City's commemoration and celebration of the 150<sup>th</sup> anniversary of Canada's Confederation.

#### **Relationship with Service Excellence Strategy Map 2014-2018**

Approval of the Terms of Reference for the Canada 150 Celebration Task Force is consistent with the priorities set out in the Service Excellence Strategy Map 2014-2018, specifically:

- Support and promote arts, culture, heritage and sports in the community; and
- Enhance civic pride through a consistent city-wide approach to citizen engagement.

#### **Regional Implications**

There are no regional implications associated with this report.

#### **Conclusion**

The Terms of Reference provided for consideration have been prepared in accordance with the Procedure By-law. Once applications for membership have been received and assessed, a further report recommending candidates for appointment will be submitted for consideration.

#### **Attachments**

1. Canada 150 Celebration Task Force Terms of Reference

#### **Report Prepared By**

Evan Read, Municipal Management Intern

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

**CANADA 150 CELEBRATION TASK FORCE  
TERMS OF REFERENCE****Recommendation**

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**Report Prepared By**

Evan Read, Municipal Management Intern

Respectfully submitted,

Jeffrey A. Abrams

## **CANADA 150 CELEBRATION TASK FORCE TERMS OF REFERENCE**

### **Mandate / Objectives**

The Task Force shall be responsible for consulting with residents, businesses and community organizations for the purposes of developing recommendations for the recognition of Canada's 150<sup>th</sup> anniversary of Confederation on July 1, 2017, and throughout the commemorative year. The recommendations of the Task Force shall include the time-frame, cost estimates and funding opportunities for the planning and delivery of Canada 150 events, projects and programming by the City of Vaughan.

The Task Force will also serve as a catalyst for the initiation of other Canada 150 events, projects and programming by individuals and institutions within the community.

The Task Force shall ensure that its recommendations are consistent with and/or support initiatives undertaken by official organizations established by the Government of Canada and the Province of Ontario respecting the commemoration.

### **Term**

The Canada 150 Celebration Task Force shall submit a final report of its findings and recommendations by November 15, 2016 and end its term on December 31<sup>st</sup>, 2017.

### **Membership**

The membership shall consist of up to 15 members:

- Two (2) Members of Council, one designated as Chair;
- One (1) representative nominated by the Vaughan Chamber of Commerce;
- One (1) representative nominated by the Heritage Vaughan Committee;
- One (1) representative nominated by the Vaughan Public Library Board; and
- Ten (10) citizen members with at least one person representing each of the City's five wards, one designated as Co-Chair.

In selecting members Council shall have regard to the diversity and demography of the community in Vaughan, and give fair representation to persons representing business, educational and historic interests where possible.

### **Meeting Procedures**

The proceedings of the Task Force shall be governed by the City's Procedural By-law.

### **Agendas and Reporting**

Agendas shall be prepared by the Office of the City Clerk in consultation with the Committee Chair. Agendas shall be posted on the City's website one week prior to the scheduled meeting date or as soon as practicable.

Following each meeting of the Task Force, the City Clerk shall submit a report in the City's committee report format to the Committee of the Whole

### **Meetings**

Meeting dates shall be determined at the first meeting of the Task Force. The Task Force may meet on the schedule determined, or at the call of the Chair.

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**

The majority of members, including the Chair or Co-Chair, shall constitute a quorum.

**Staff Resources**

The role of staff is to act as a resource to the Task Force, but not to be members of the committee, or to deliberate or draft the findings of the committee. The following staff or their designates shall provide advisory and technical support specific to the mandate and objectives of the committee:

- City Manager
- City Clerk
- City Archivist;
- Manager of Events; and
- Director of Corporate Communications.

**Authority**

The Task Force may not exercise decision-making powers, or commit expenditures save for those specifically delegated by Council. The Task Force may not direct staff to undertake activities not already specified in the committee's mandate, without authority from Council.

**Amendment / Expansion of Terms of Reference**

Only Council may initiate an amendment and/or expansion of the Terms of Reference.