

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 20, 2015

Item 11, Report No. 2, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on January 20, 2015.

11 APPOINTMENTS TO VAUGHAN PUBLIC LIBRARY BOARD – 2014-2018 TERM OF OFFICE

The Committee of the Whole recommends:

- 1) That the following Councillors be appointed to Vaughan Public Library Board:**

Regional Councillor Mario Ferri;
Councillor Rosanna DeFrancesca;
Councillor Marilyn Iafrate; and
Councillor Sandra Yeung Racco;
- 2) That the confidential recommendation of Committee of the Whole in Closed Session at the meeting of January 13, 2015, be approved and the recommendations made public:**
 - 1. That the following citizen appointments to the Vaughan Public Library Board be made for the 2014-2018 term and until their successors are appointed:**

Stephen	Kerwin
Maya	Goldenberg
Gary	Thompson
Cristina	Rizzuto
Loreta	Pavese
Ralph	Cinelli
Isabella	Ferrara
Lynne	Axmith
Ugo	Di Federico
Manjit	Kaur
Rose	Savage
Jane	Kelly
Suri	Rosen
Mubarak	Ahmed
Palma	Pallante
Devender	Sandhu
 - 2. That the Vaughan Public Library Board be requested to amend any necessary by-laws accordingly.**
- 3) That the following report of the City Clerk, dated January 13, 2015, be received; and**
- 4) That the following Communications be received:**
 - C2. Confidential Communication from the CEO, Vaughan Public Libraries, dated December 18, 2014; and**
 - C9 Confidential Communication from the City Clerk, dated January 12, 2015.**

Recommendation

The City Clerk recommends:

- 1. That Council appoint 4 Council Members to the Vaughan Public Library Board; and**

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2. That Council give consideration to the applications received for appointing citizen members to the Vaughan Public Library Board.

Contribution to Sustainability

Citizen engagement supports a broader range of applicants seeking to sit on the Vaughan Public Library Board, which in turn strengthens the City's overall governance structure.

Economic Impact

N/A

Communications Plan

Successful applicants will be advised of their appointment to the Vaughan Public Library Board.

Purpose

The purpose of this report is to consider the applications received and to appoint citizen members and Council Members to the Vaughan Public Library Board for the 2014-2018 term of office.

Background – Analysis and Options

At the beginning of each term, Council is required to appoint Council Members and make citizen appointments to the Vaughan Public Library Board.

Sub-section 10 (4) of the *Public Libraries Act* (Act) states: "The first appointment of members of a new board shall be made at a regular meeting of council and the member shall take office as soon as possible thereafter, and thereafter appointments shall be made at the first council in each term, but if the council fails to make the appointments at its first meeting, it shall do so at any regular or special meeting held within 60 days after its first meeting."

The City Clerk's Office coordinates the recruitment process for the Vaughan Public Library Board and provided an information open house and an application package for interested applicants.

Twenty residents attended an information open house which was held from 7:00 to 9:00 p.m. on Wednesday, December 3, 2014, in the Multi-Purpose Room, Vaughan City Hall. Staff was in attendance to provide additional information and answer questions about the Vaughan Public Library Board's mandate and activities.

Notice of the Open House was provided on the City's website and through advertisements in local newspapers the weeks of November 17 and 24, 2014. As well, application packages were made available at local libraries, community centres, the City Clerk's Office and on the City's website, and were sent electronically to the incumbent members of the Vaughan Public Library Board. The deadline for receipt of applications was 4:30 p.m. on December 15, 2014.

A total of 37 applications were received and are attached (Confidential Attachment 2).

The current Board members are:

Councillor Rosanna DeFrancesca
Regional Councillor Michael Di Biase
Councillor Marilyn Iafrate
Regional Councillor Gino Rosati
Rocco Capone
Marie Chiaromonte

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Lorraine A. Deboer
Isabella Ferrara
Vivek Gupta
Stephen Kerwin
Grace Locilento
Michael Mckenzie
Pradeep Puri
Suri Rosen
Devender Sandhu

Sub-section 9.1 of the Act provides for a public library board to be composed of at least five members appointed by the Municipal Council. The number of Council members appointed to a board is provided for under Sub-section 10 (2) as follows:

Sub-section 10 (2) – The appointing council shall not appoint more of its own members to a board than the number that is,

- (a) In the case of a public library board or union board, one less than a majority of the board.

A Board member is required to hold office for a term concurrent with the term of Council, or until a successor is appointed and may be reappointed for one or more further terms. It should be noted that pursuant to the Act, appointees to the board are required to be Canadian citizens, at least eighteen years of age, a resident of the municipality and cannot be employed by the board or by the municipality.

Application Package

The attached Application Package (Attachment 1) includes the composition; qualifications; criteria; term of office; duties and function; remuneration and frequency of meetings of the Vaughan Public Library Board.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council, particularly Service Excellence – demonstrate excellence in service delivery.

Regional Implications

N/A

Conclusion

It is recommended that citizen members and Council Members be appointed to the Vaughan Public Library Board for the 2014-2018 term of office.

Attachments

Attachment 1	Application Package
Confidential Attachment 2	Package A (Members of Council ONLY (under separate cover)

Report prepared by

John Britto, Assistant City Clerk

(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.)

APPOINTMENTS TO VAUGHAN PUBLIC LIBRARY BOARD – 2014-2018 TERM OF OFFICE

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1. That Council appoint 4 Council Members to the Vaughan Public Library Board; and
2. That Council give consideration to the applications received for appointing citizen members to the Vaughan Public Library Board.

Contribution to Sustainability

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Economic Impact

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Communications Plan

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Report prepared by

John Britto, Assistant City Clerk

Respectfully submitted

Jeffrey A. Abrams
City Clerk



APPLICATION PACKAGE FOR APPOINTMENTS TO:

- ACCESSIBILITY ADVISORY COMMITTEE
- COMMITTEE OF ADJUSTMENT
- HERITAGE VAUGHAN
- PROPERTY STANDARDS COMMITTEE
- VAUGHAN PUBLIC LIBRARY BOARD



The City of Vaughan
2141 Major Mackenzie Drive
Vaughan, Ontario
Canada L6A 1T1
Tel 905-832-2281

November 2014

Dear City of Vaughan Resident:

The City of Vaughan is seeking community-minded residents to sit on the following Boards and Statutory Committees:

<ul style="list-style-type: none">• Accessibility Advisory Committee• Committee of Adjustment• Heritage Vaughan	<ul style="list-style-type: none">• Property Standards Committee• Vaughan Public Library Board
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This application package has been prepared for residents who wish to be considered for appointment. Appointments will be considered by Vaughan City Council in January 2015.

To be eligible for appointment, applicants must be:

- ✓ 18 years of age or over;
- ✓ a Canadian Citizen;
- ✓ a resident of the City of Vaughan; and
- ✓ not be employed by the municipality.

The application package contains the following information for each board and committee:

- ✓ Composition;
- ✓ Criteria – applicable to Accessibility Advisory Committee and Heritage Vaughan;
- ✓ Term of Office;
- ✓ Duties and Functions;
- ✓ Remuneration, where applicable; and
- ✓ Frequency of Meetings.

Members who have served on previous City of Vaughan boards/committees may re-apply to be considered for re-appointment. Applicants selected for appointment are required to sign and adhere to the Code of Ethics and the Declaration of Office (see attached sample).

A separate Application Form must be completed for each committee you wish to apply for. Additional Application Forms are available in the City Clerk's Office (first floor), City of Vaughan, 2141 Major Mackenzie Drive, City of Vaughan Libraries, Community Centres and on the City of Vaughan website at www.vaughan.ca/council/committees.

Applications may be submitted in person, by mail to the City Clerk, City of Vaughan, 2141 Major Mackenzie Drive, Vaughan, L6A 1T1, or faxed to 905-832-8535. ***The deadline for receipt of applications is 4:30 p.m., Monday, December 15, 2014. Applications will not be accepted after this date.***

For further information, please contact John Britto, Assistant City Clerk, at 905-832-8585 ext. 8637.

Jeffrey A. Abrams
City Clerk

ACCESSIBILITY ADVISORY COMMITTEE

COMPOSITION, QUALIFICATIONS AND CRITERIA:

The majority of committee members, pursuant to the *Accessibility for Ontarians with Disabilities Act* (AODA) 2005, shall include people with disabilities. The Act defines a disability as follows:

- Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- A condition of mental impairment or a developmental disability;
- A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- A mental disorder; or
- Any injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997; ("handicap").

TERM OF OFFICE:

Four (4) year term, expiring on November 30, 2018 or until a successor is appointed.

DUTIES AND FUNCTIONS:

The Accessibility Advisory Committee shall assist in the preparation and implementation of an Accessibility Plan, provide guidance and address and identify the needs of the community by the removal and prevention of barriers in the City of Vaughan's by-laws, policies, programs, practices and services.

REMUNERATION:

No remuneration.

FREQUENCY OF MEETINGS:

Last Tuesday of every other month from January to June and September to December (subject to change).

In addition to regular meetings, committee members may be required to allocate additional hours to work on specific committee initiatives.

IMPORTANT NOTE:

To apply for a position on the Accessibility Advisory Committee, you must complete the specified section indicated in the Application Form.

HERITAGE VAUGHAN

COMPOSITION, QUALIFICATIONS AND CRITERIA:

The committee shall be composed of up to ~~eleven (11)~~ **seventeen (17)** members, which may include Members of Council, with the Mayor as ex-officio. Eligible candidates must demonstrate the following:

- ✓ A strong interest in the complexities and challenges of heritage preservation within the context of buildings in the City of Vaughan; and
- ✓ Have a special interest or knowledge in one or more of the following: architecture, cultural landscapes, archaeology, urban design and planning, natural heritage, land development, law, local history, culture and education.

TERM OF OFFICE:

Four (4) year term, expiring on November 30, 2018 or until a successor is appointed.

DUTIES AND FUNCTIONS:

The committee advises Council on matters relating to the City's architectural and historical heritage, as well as on any matters relating to the designation and conservation of properties of cultural heritage value or interest, as individual properties, or as heritage conservation districts, pursuant to the *Ontario Heritage Act*.

REMUNERATION:

\$50 per meeting attended with the Chair receiving \$60 per meeting attended.

FREQUENCY OF MEETINGS:

Meetings are held on the third Wednesday of each month at 7:00 p.m. (subject to change).



VAUGHAN PUBLIC LIBRARY BOARD

COMPOSITION:

The committee shall be composed of a minimum of five (5) members appointed by Council.

TERM OF OFFICE:

Four (4) year term, expiring on November 30, 2018, or until a successor is appointed.

DUTIES AND FUNCTIONS:

The Board is responsible for the provision of library services by the establishment, maintenance and support of libraries and determination of library policies.

REMUNERATION:

No remuneration, however, members are entitled to certain allowable expenses.

FREQUENCY OF MEETINGS:

Third Thursday of every month from January to June and September to December (subject to change).



COMMITTEE OF ADJUSTMENT

COMPOSITION:

The committee shall be composed of five (5) members.

TERM OF OFFICE:

Four (4) year term, expiring November 30, 2018, or until a successor is appointed.

DUTIES AND FUNCTIONS:

The committee deals with applications to sever parcels of land and authorizes minor variances to land, buildings, or structures, which are affected by Zoning By-laws and Official Plan Amendments.

REMUNERATION:

\$200.00 per meeting attended with the Chair receiving \$234.00 per meeting attended.

FREQUENCY OF MEETINGS:

Every second Thursday of the month (subject to change).



PROPERTY STANDARDS COMMITTEE

COMPOSITION:

The committee shall be composed of five (5) members.

TERM OF OFFICE:

Four (4) year term, expiring November 30, 2018.

DUTIES AND FUNCTIONS:

The purpose of the Property Standards Committee is to hear any appeals by a property owner regarding an order issued under the Property Standards By-law. The committee may confirm, modify, quash, or may extend the time for compliance of the order.

REMUNERATION:

\$50 per meeting attended with the Chair receiving \$60 per meeting attended.

FREQUENCY OF MEETINGS:

Meetings are scheduled as needed.



The City of Vaughan
2141 Major Mackenzie Drive
Vaughan, Ontario
Canada L6A 1T1
Tel 905-832-2281

**THE CORPORATION OF THE CITY OF VAUGHAN
CODE OF ETHICS**

I, _____, having been appointed to the office of _____ do swear that I will adhere to the Corporation of the City of Vaughan's Code of Ethics, as follows:

Recognizing responsibilities to the people, desiring to inspire public confidence and respect for government and believing that honesty, integrity, loyalty, justice and courtesy form the basis of ethical conduct, as a representative of the City of Vaughan, I will:

- put public interest above individual, group or special interest, and consider the position as an opportunity to serve society.
- recognize that government service is a public trust that imposes responsibility to conserve public resources, funds and materials.
- recognize that, while serving as a member of an advisory committee, such individual is seen to be a representative of the City of Vaughan and the Committee of which they are a member.
- recognize the potential implication and interpretations that may be given to their statements and actions while serving as committee members and ensure that at all times the public interest is not only served but seen to be served.
- never offer, give, nor accept any gifts, favours or service that might tend to influence the discharge of duties.
- never use the position to secure advantage or favour for self, family or friends.
- never disclose confidential information gained by reason of position, nor use such information for personal gain.
- never make recommendations, while serving as a committee member, on any matter that involves a business in which there is a personal direct or indirect financial interest.
- never engage in supplemental employment, business or professional activity, which impairs the efficiency of service, or while serving as a committee member become involved in work, which would come before the City for inspection.

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, *(name of person)* _____, having been elected or appointed to the office of *(name of office)* _____ in the City of Vaughan, do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received, and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second (or the reigning sovereign for the time being).

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

I am applying for (Name of Committee): _____
(Please submit a separate application for each committee you wish to apply for)

PERSONAL INFORMATION (PLEASE PRINT)

NAME: ☐ Mr. ☐ Mrs. ☐ Ms.

Address:

City:

Postal Code:

Telephone (Home):

(Cell):

(Business):

Email:

Occupation:

Length of residency in Vaughan _____ years

Note: A resume or synopsis outlining any additional information may be attached for the following questions:
PREVIOUS EXPERIENCE *(additional sheets may be used, if required)*

If you have previously served on a Committee or Board in the City of Vaughan or any other Municipality, please provide details:

Please state in detail your experience: work related, community service oriented, or other volunteer activities which illustrate the interest, skills or abilities you may contribute:

Please provide details of your interest in, qualifications and experience for this position:

Please indicate your availability to attend meetings:

I am available to attend evening meetings ☐

I am available to attend meetings during business hours ☐
Please complete this section only if you are applying for the Accessibility Advisory Committee
☐ I am a person with disability

☐ I am familiar with issues affecting people with disabilities

I hereby acknowledge and agree that if appointed to a City of Vaughan Board/Statutory Committee, I will adhere to the Code of Ethics and Declaration of Office established by Council as per the sample attached with this application; and

I hereby declare that I am a City of Vaughan resident and/or property owner, a Canadian citizen, 18 years of age or older, and am not employed by the Municipality.

Signature

Personal information on this form is collected under the legal authority of the Municipal Act, R.S.O. 1990, c.M.45, as amended. This information will be used to process applications to determine an applicant's suitability to be appointed and serve on various statutory and non-statutory committees. Questions about this collection should be directed to the City Clerk, City of Vaughan, 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1, Phone: 905-832-8504.

Please submit your application to:
The City Clerk, 2141 Major Mackenzie Drive, Vaughan, ON, L6A 1T1 or FAX to 905-832-8535.
The deadline for receipt of applications is 4:30 p.m., December 15, 2014. Applications will not be accepted after this date.