

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 24, 2017

Item 22, Report No. 2, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on January 24, 2017.

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**EDUCATION AND TRAINING SESSION
FEBRUARY 3, 2017**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Manager, dated January 17, 2017:

Recommendation

The City Manager recommends:

1. That Council resolve into closed session on February 3, 2017 at 8:00 a.m. at KPMG 100 New Park Place, Vaughan for the purpose of education and training on the following topics:
 - a) Corporate Governance
 - b) Accountability and Transparency
 - d) Techniques and Procedures for Effective Meetings
 - e) Code of Ethical Conduct for Members of Council
 - f) The Vaughan Metropolitan Centre site.

Contribution to Sustainability

Education and training on topics that fall within the jurisdiction of municipal corporations in Ontario supports Council's ability to conduct its business in a manner which is both pragmatic and effective.

Economic Impact

The incidental expenses for conducting the education and training session, including venue and refreshments, will be funded from the Council Corporate Budget. Sessional expenses, such as fees for invited speakers, will be funded by the Office of the City Manager.

Communications Plan

This report serves as the closed session resolution required under section 239(3.1) of the *Municipal Act, 2001*.

Purpose

The purpose of this report is to facilitate a closed session meeting for the purpose of education and training on the topics mentioned below.

Background - Analysis and Options

The meeting will be conducted as an education and training session for Members of Council and senior management and as such is authorized to be conducted in closed session under section 239(3.1) of the *Municipal Act, 2001*, as amended.

Matters to be discussed will be confined to the following topics:

Corporate Governance

The Mayor and Members of Council will be provided with information on protocols and resources that will aid in continuing to build a culture of excellence in governance in Vaughan. Corporate governance is strengthened by effective and efficient flow of information between staff and

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Members of Council. Through discussion, Members of Council will enhance their understanding of protocols for communications with staff and their roles in the recruitment process for senior City staff positions.

Accountability and Transparency

The principles of accountability and transparency underpin good governance in any democracy. Led by an external expert on the *Municipal Act*, Members of Council will participate in a facilitated discussion regarding Bill 68, *Modernizing Ontario's Municipal Legislation Act, 2016*, and its potential effects on their roles. The Office of the City Clerk will also provide Members of Council with an overview of the recently implemented online lobbyist registry portal.

Techniques and Procedures for Effective Meetings

Council's deliberations are supported by procedural rules, chairing techniques, and all manner of interactions with staff, the public, and each other. The session will focus on the ways Council can best manage meeting inputs, such as reports, motions, communications and deputations. With an enhanced understanding of the techniques and procedures available to them, Members of Council will be able to ensure meetings run as effectively as possible.

Code of Conduct for Members of Council

Codes of Conduct are valuable instruments for ensuring elected public officials fulfil their duties ethically and with integrity. Led by the City's Integrity Commissioner, this session will provide Members of Council with a focused understanding of current issues pertaining to the Code of Ethical Conduct for Members of Council.

The Vaughan Metropolitan Centre Site

Time permitting, Members of Council will have the opportunity to tour key components of the emerging site of the Vaughan Metropolitan Centre.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

This report supports the goals established by Council in the Term of Council Service Excellence Strategy Map by facilitating continuing advancement in a culture of excellence in governance, a specified priority of Council in the Term of Council Service Excellence Strategy Map (2014-2018).

Regional Implications

N/A

Conclusion

To continue to build a culture of excellence in governance at the City of Vaughan requires a shared effort between Members of Council and staff. The education and training session will assist Members of Council in enhancing their understanding of these tools for good governance.

Attachment

N/A

Report prepared by:

Gareth Savage, Municipal Management Intern
Jeffrey A. Abrams, City Clerk

EDUCATION AND TRAINING SESSION
FEBRUARY 3, 2017

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Gareth Savage, Municipal Management Intern
Jeffrey A. Abrams, City Clerk

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Daniel Kostopoulos
City Manager