

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 24, 2015

Item 24, Report No. 12, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on March 24, 2015, as follows:

By approving the recommendation set out in Communication C4 from the City Clerk, dated March 23, 2015, as follows:

That the attached revised Terms of Reference for the Council Budgets Task Force be approved.

24

CODE OF ETHICAL CONDUCT FOR MEMBERS OF COUNCIL

The Committee of the Whole recommends approval of the recommendation contained in the following resolution submitted by Regional Councillor Rosati, dated March 3, 2015, 2015:

Member's Resolution

Submitted by Regional Councillor Gino Rosati

Whereas, The Code of Ethical Conduct for Members of Council has been in effect since November 2, 2009;

Whereas, A review should be done at this time;

Whereas, The Integrity Commissioner recommended such a review in her annual review in June 2014;

Whereas, There is a correlation between the Code and the Expense Policy for Members of Council

It is therefore recommended:

1. That the Task Force to Review the Expense Policy for Members of Council be amended to also include a review of the Code of Ethical Conduct for Members of Council.



memorandum

DATE: MARCH 23, 2015
TO: MAYOR AND MEMBERS OF COUNCIL
FROM: JEFFREY A. ABRAMS
CITY CLERK
RE: COUNCIL MEETING – MARCH 24, 2015
CODE OF ETHICAL CONDUCT FOR MEMBERS OF COUNCIL
ITEM 24, REPORT NO. 12, COMMITTEE OF THE WHOLE

C	4
Item #	24
Report No.	12 (cw)
Council - March 24/15	

Recommendation

The City Clerk recommends:

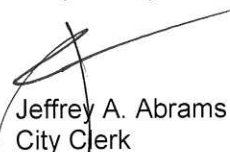
1. That the attached revised Terms of Reference for the Council Budgets Task Force be approved.

Background

At the Finance, Administration and Audit Committee meeting of February 2, 2015, the committee recommended that a task force be created to review the Council Office Expenditure Policy and report back by the end of 2015 for consideration in the 2016 budget process. The Terms of Reference to implement the Task Force were provided for adoption by Council at its meeting of February 17, 2015 [Finance, Administration and Audit Committee, Report No. 4, Item 4].

At its meeting of March 3, 2015, Committee of the Whole had before it a Member's Resolution submitted by Regional Councillor Rosati recommending that the Task Force reviewing the Council Office Expenditure Policy also review the Code of Ethical Conduct for Members of Council. Committee of the Whole recommended approval of the recommendation, which is before Council at its meeting of March 24, 2015 for adoption. The attached revised Terms of Reference for the Council Budgets Task Force implement the addition to the Task Force's mandate.

Respectfully submitted,


Jeffrey A. Abrams
City Clerk

Attachment 1 Council Budgets Task Force Terms of Reference (Revised)

JAA/cb



**COUNCIL BUDGETS TASK FORCE
TERMS OF REFERENCE (REVISED)**

Mandate / Objectives

- 1) The Council Budgets Task Force is a sub-committee of the Finance, Administration and Audit Committee.
- 2) The Council Budgets Task Force will review the Council Office Expenditure Policy and report its findings to the Finance, Administration and Audit Committee by the end of 2015 for consideration in the 2016 budget.
- 3) The Council Budgets Task Force will review the Code of Ethical Conduct for Members of Council.

Term

The Council Budgets Task Force shall submit a report of its findings and recommendation by December 2015.

Membership

The membership shall be composed of the following Members of Council:

Regional Councillor Rosati
Councillor DeFrancesca
Councillor Iafrate
Councillor Yeung Racco

Meeting Procedures

The proceedings of the Council Budgets Task Force are to be governed by the City's Procedural By-law.

Agendas and Reporting

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

After each meeting of the Committee, the City Clerk shall submit a report in the City's committee report format to the Finance, Administration and Audit Committee.

Meetings

Meeting dates will be determined at the first meeting of the committee. The committee 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, shall constitute quorum.

Staff Resources

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

- Commissioner of Finance & City Treasurer
- Director of Budgeting & Financial Planning
- Executive Director, Office of the City Manager
- City Clerk

In addition, the Integrity Commissioner and the Director of Internal Audit will be invited to participate at meetings.

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 Council Budgets Task Force.

Authority

The Council Budgets Task Force may not exercise decision-making powers, or commit expenditures save for those specifically delegated by Council. The 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 Task Force were established by Council's adoption of Item 4 of Finance, Administration and Audit Committee Report No. 4 on February 17, 2015; and Item 24 of Committee of the Whole Report No. 12 on March 24, 2015.



MEMBER'S RESOLUTION

Meeting/Date: COMMITTEE OF THE WHOLE - MARCH 3, 2015

Title: CODE OF ETHICAL CONDUCT FOR MEMBERS OF COUNCIL

Submitted by: Gino Rosati

Whereas, *The Code of Ethical Conduct for Members of Council has been in effect since November 2, 2009;*

Whereas, *A review should be done at this time;*

Whereas, *The Integrity Commissioner recommended such a review in her annual review in June 2014;*

Whereas, *There is a correlation between the Code and the Expense Policy for Members of Council*

It is therefore recommended:

- 1. That the Task Force to Review the Expense Policy for Members of Council be amended to also include a review of the Code of Ethical Conduct for Members of Council.*

Respectfully submitted,

Gino Rosati