

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 20, 2015

Item 1, Report No. 35, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on October 20, 2015.

**1 CYCLING AND PEDESTRIAN ADVISORY TASK FORCE
TERMS OF REFERENCE**

The Committee of the Whole recommends:

- 1) That the recommendation contained in the following report of the City Clerk, dated October 7, 2015, be approved; and**
- 2) That Councillors Shefman and Carella be appointed to the Task Force.**

Recommendation

The City Clerk recommends:

1. That the attached Terms of Reference for the Cycling and Pedestrian Advisory Task Force be approved.

Contribution to Sustainability

Greater integration of cycling and pedestrian perspectives in City processes that support land use planning, infrastructure planning and resource allocation are expected to contribute to environmental sustainability through the encouragement of environmentally friendly means of transportation.

Economic Impact

The Task Force will be required to take into consideration the economic impact of its proposed recommendations in the Findings Report to be submitted to Council at the conclusion of its mandate.

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 Cycling and Pedestrian Advisory Task Force for Council Approval.

Background - Analysis and Options

At its meeting on April 21, 2015, Council adopted Item 43 of Report No. 17 of the Committee of the Whole, entitled *Deputation – Ms. Diana Lee Vaughan Bicycle User Group (BUG) With Respect to a Cycling and Pedestrian Advisory Task Force*. In so doing Council requested that the City Clerk bring forward Terms of Reference for the establishment of a Cycling and Pedestrian Advisory Task Force to develop recommendations that would allow the City to better integrate cycling and pedestrian perspectives into land use, infrastructure, and resource allocation planning processes.

As directed by Council, the City Clerk has consulted with the deputant and prepared the attached terms of reference for the Cycling and Pedestrian Advisory Task Force.

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Relationship to Vaughan Vision 2020/Strategic Plan

Approval of the Terms of Reference for the Cycling and Pedestrian Advisory Task Force is consistent with the priorities set out by Council in Vaughan Vision 2020, specifically:

MANAGEMENT EXCELLENCE –
Plan and Manage Growth & Economic Vitality

Regional Implications

The Regional Municipality of York will be invited to provide a staff representative to serve as a member of the Task Force.

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. Cycling and Pedestrian Advisory Task Force Terms of Reference

Report prepared by:

Rose Magnifico, Assistant City Clerk
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.)

**CYCLING AND PEDESTRIAN ADVISORY TASK FORCE
TERMS OF REFERENCE****Recommendation**

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Rose Magnifico, Assistant City Clerk
Evan Read, Municipal Management Intern

Respectfully submitted,

Jeffrey A. Abrams
City Clerk



CYCLING AND PEDESTRIAN ADVISORY TASK FORCE TERMS OF REFERENCE

Mandate / Objectives

The Task Force shall be responsible for developing recommendations that would allow the City to better integrate cycling and pedestrian perspectives into land use, infrastructure, and resource allocation planning processes.

Term

The Cycling and Pedestrian Advisory Task Force shall submit a report of its findings and recommendation by December 31, 2016.

Membership

The membership shall be composed of up to 10 members:

- Three (3) representatives from Vaughan Bicycle User Group;
- One (1) representative nominated by The Regional Municipality of York;
- One (1) representative from the Canadian Automobile Association (CAA);
- One (1) person representing the perspective of seniors
- One (1) Member of Council
- Three (3) Vaughan residents expressing an interest in pedestrian and/or cycling issues.

Meeting Procedures

The proceedings of the 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 the meeting or as soon as practicable.

After 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 (Working Session).

Meetings

Meeting dates will 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, shall constitute 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 will provide advisory and technical support specific to the mandate and objectives of the committee:

- Representative from Development Engineering and Infrastructure Planning

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 committee.

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 without authority from Council.

Amendment / Expansion of Terms of Reference

Only Council can initiate any amendment and/or expansion of the Terms of Reference.