



Effective Governance & Oversight

TASK FORCE

APPLICATION PACKAGE

OFFICE OF THE CITY CLERK
City of Vaughan, City Hall
2141 Major Mackenzie Dr.
Vaughan, ON L6A 1T1





Effective Governance and Oversight Task Force



July 2019

Dear City of Vaughan resident:

The City of Vaughan is seeking a maximum of nine (9) individuals that have expertise in public administration, along with representation from post-secondary and civic leadership sectors:

MANDATE: The City of Vaughan Effective Governance and Oversight Task Force has an overall mandate to make recommendations that ensure the City is at the forefront of accountability, transparency and regulatory governance. This includes exploring how the City of Vaughan can further enhance its governance framework, thereby continuing to empower the Mayor and Members of Council to work closely with citizens, businesses and community stakeholders.

TERM: Ends March 2021

MEETINGS: Every other month

REMUNERATION: None

ELIGIBILITY REQUIREMENTS

- Must be 18 years of age or over
- Must be a Canadian citizen
- Must not be employed by the municipality

APPLYING FOR APPOINTMENT

Submit your application (Attachment 1) one of the following ways:

1. Mail to Office of the City Clerk, City of Vaughan, 2141 Major Mackenzie Dr., Vaughan, ON L6A 1T1
2. Email to clerks@vaughan.ca
3. Fax to 905-832-8535

Applicants selected for appointment are required to sign and adhere to the Code of Ethics and the Declaration of Office (Attachment 2).

This application package is available in the Office of the City Clerk, at City of Vaughan public libraries and community centres and at vaughan.ca/council/committees.

The deadline for receipt of applications is **4:30 p.m. on Friday, Aug. 16, 2019.**

NOTE: Applications will not be accepted after this date.

For further information, please contact:

Rose Magnifico, Council/Committee Administrator
905-832-2281, extension 8030

Todd Coles, City Clerk

Effective Governance and Oversight Task Force



APPLICATION FOR APPOINTMENT TO STATUTORY AND AD-HOC COMMITTEES

ATTACHMENT 1

PERSONAL INFORMATION: Please print.

APPLICATION DEADLINE: 4:30 p.m., Friday, Aug. 16, 2019

☐ Mr. ☐ Mrs. ☐ Ms. NAME: _____

ADDRESS: _____

CITY: _____ POSTAL CODE: _____

PHONE: HOME: _____ CELL: _____ BUSINESS: _____

EMAIL: _____

OCCUPATION: _____ LENGTH OF RESIDENCY IN VAUGHAN: _____ years

WARD: ☐ Ward 1 ☐ Ward 2 ☐ Ward 3 ☐ Ward 4 ☐ Ward 5

NOTE: A resumé or synopsis outlining any additional information may be attached for the following questions.

PREVIOUS EXPERIENCE

If you have served on a committee or board in the City of Vaughan or any other municipality, please provide details:

Please state in detail your experience and qualifications (e.g. work related, community service oriented, academic or other volunteer activities, which illustrate the interest, skills or abilities you may contribute to this task force:

Please provide details of your specific interest, and how you envision Effective Governance at the City of Vaughan:

Please indicate your availability to attend meetings:

☐ I am available to attend evening meetings.

☐ I am available to attend meetings during business hours.

I hereby acknowledge and agree that if appointed to a City of Vaughan Statutory / Ad-hoc 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: _____

Submit application to the:
Office of the City Clerk
2141 Major Mackenzie Dr.
Vaughan, ON L6A 1T1
Email: clerks@vaughan.ca
Fax: 905-832-8535

**Applications not accepted
AFTER deadline date.**

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 Dr., Vaughan, ON, L6A 1T1, Phone: 905-832-8504.

Code Of Ethics

SAMPLE ONLY: DO NOT SIGN.

I, _____, having been appointed to the _____ 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 appointed to the (name of committee) 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.