

## Committee of the Whole (2) Report

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**DATE:** Monday, March 09, 2020

**WARD(S):** ALL

**TITLE: TRANSPORTATION AND INFRASTRUCTURE TASK FORCE –  
TERMS OF REFERENCE AMENDMENT**

**FROM:**

Wendy Law, Deputy City Manager, Administrative Services and City Solicitor

**ACTION:** DECISION

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**Purpose**

To bring forward for Council's consideration a request made by the Transportation and Infrastructure Task Force at its meeting of January 22, 2020. The request is to amend the Terms of Reference under the section entitled "Membership".

**Report Highlights**

- Members of the Task Force are requesting an amendment to the Terms of Reference to ensure that meetings are not cancelled due to lack of quorum.
- Council consideration is required to make the change.

**Recommendations**

1. That the Terms of Reference for the Transportation and Infrastructure Task Force be amended to allow the Technical Members of the Task Force to have delegates attend meetings on their behalf and make-up part of quorum.

**Background**

The Transportation and Infrastructure Task Force was established by [Council on May 14, 2019](#), and the Terms of Reference (Attachment #1) were approved by [Council on October 2, 2019](#). Its mandate is to assist the City in finding new and innovate ways to manage and make its transportation systems more sustainable amid the rapidly changing landscape of Vaughan. This will include developing a coordinated set of

transportation priorities and identifying new revenue sources dedicated to making the City's transportation system more reliable, efficient, and better prepared to accommodate future growth.

Meetings of the Task Force take place bi-monthly. The membership is composed of:

- A maximum of two Council members;
- The Mayor as an ex-officio member;
- Four Technical Committee members from the following agencies:
  - Metrolinx,
  - York Region Transit or York Region Rapid Transit,
  - York Region; and,
  - Ministry of Transportation
- Eight Citizen representatives

As meetings require quorum to proceed, at its meeting of January 22, 2020 the Task Force put forward a recommendation for Council's consideration to amend the Terms of Reference to allow the Technical member to have delegates attend the meeting on their behalf. This will assist in achieving quorum at meetings.

### **Previous Reports/Authority**

[Mayor Maurizio Bevilacqua's 2018-2022 Term of Council Priority Task Forces \(Rpt. 7, Item 9, approved by Council on May 14, 2019\)](#)

[Approval of Terms of Reference and Appointment of Citizen Members to Task Forces \(Rpt. 27, Item 13, approved by Council on October 2, 2019\)](#)

### **Analysis and Options**

The Terms of Reference provides that four Technical Members attend the Task Force meetings. These members are included in determining quorum, and it is necessary that they attend. Having delegates will facilitate attendance, ensure that the technical expertise is represented, and allow meetings to take place with quorum met.

### **Financial Impact**

Not applicable.

### **Broader Regional Impacts/Considerations**

Not applicable.

## **Conclusion**

The City Clerk is requesting that Council consider the request to amend the Terms of Reference for the Transportation and Infrastructure Task to allow the Technical Members of the Task Force to appoint delegates.

**For more information**, please contact: Todd, Coles, City Clerk, extension 8281.

## **Attachments**

1. Transportation and Infrastructure Task Force – Terms of Reference

## **Prepared by**

Adelina Bellisario, Council / Committee Administrator