

**CITY OF VAUGHAN  
REPORT NO. 4 OF THE  
COMMITTEE OF THE WHOLE  
(WORKING SESSION)**

*For consideration by the Council  
of the City of Vaughan  
on January 24, 2023*

The Committee of the Whole (Working Session) met at 1:02 p.m., on January 18, 2023.

Present:

<b>Council Member</b>	<b>In-Person</b>	<b>Electronic Participation</b>
Councillor Marilyn Iafrate, Chair	X	
Steven Del Duca, Mayor	X	
Regional Councillor Linda Jackson, Deputy Mayor	X	
Regional Councillor Mario Ferri	X	
Regional Councillor Gino Rosati	X	
Regional Councillor Mario G. Racco	X	
Councillor Adriano Volpentesta	X	
Councillor Rosanna DeFrancesca	X	
Councillor Chris Ainsworth	X	
Councillor Gila Martow		X

**1. COUNCIL ADMINISTRATIVE SUPPORT REVIEW (REFERRED)**

**The Committee of the Whole (Working Session) recommends:**

- 1) That the following options with respect to Council Administrative Support be approved:**
  - 1. Recruitment Process – Option 1-A;**
  - 2. Reporting Structure – Option 2-A;**
  - 3. Compensation Model – Option 3-A;**
  - 4. Appropriate Budget Source – Option 4-C;**
  - 5. Council Administrative Support Staff Composition – Option 5-C;**

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- 2) That the City Clerk, in consultation with the Chief Human Resources Officer, conduct the job evaluation process for all Councillor Executive Assistants and Council Administrative Assistants within Q1 of 2023;**
- 3) That the City Clerk and the Chief Human Resources Officer report back on employee performance review process, performance management, and required training programs for Council office staff;**
- 4) That the presentation by the City Clerk be received; and**
- 5) That the report of the Deputy City Manager, Legal and Administrative Services & City Solicitor dated June 21, 2022, be received.**

### **Recommendations**

Council, at its meeting of September 28, 2022, adopted the following recommendation,

(Item 1, Committee of the Whole, Report No. 34), as amended:

By approving the recommendation contained in the report of the Deputy City Manager, Legal & Administrative Services and City Solicitor, dated September 14, 2022, subject to approving the following in accordance with Communication C18, memorandum from the Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer and the Chief Human Resources Officer, dated September 28, 2022:

The part time Council Administrative Assistant will be eligible for economic adjustments made to the non-union employee salary schedule, and the new rate will be effective at the start of the new Term of Council on November 15, 2022.

Recommendation, in part, of the Committee of the Whole of September 14, 2022:

- 1) That consideration of this matter be referred to the Committee of the Whole (Working Session) meeting on January 18, 2023.

Council, at its meeting of June 28, 2022, adopted the following recommendation,

(Item 41, Committee of the Whole, Report No. 30), without amendment:

Recommendation of the Committee of the Whole of June 21, 2022:

- 1) THAT consideration of this matter be deferred to the September 2022, Committee of the Whole (Working Session) meeting.

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Recommendation of the Deputy City Manager, Legal and Administrative Services & City Solicitor, dated June 21, 2022:

1. THAT Committee provide direction on the future of Council Administrative Support.

**2. NEW BUSINESS – COUNCILLOR DISCRETIONARY BUDGET**

**The Committee of the Whole (Working Session) recommends:**

- 1) That staff bring forward by Q1 of 2023, a report on the summary of the Councillor discretionary budget increases and possible changes to the formula used to calculate the discretionary budgets to deal with inflation.

*The foregoing matter was brought to the attention of the Committee by Councillor DeFrancesca.*

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The meeting adjourned at 2:56 p.m.

Respectfully submitted,

Councillor Marilyn Iafrate, Chair