

## Special Committee of the Whole (2) Report

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**DATE:** Monday, March 30, 2020

**WARD(S):** ALL

**TITLE: CHANGES TO THE COMMITTEE AND COUNCIL MEETING  
SCHEDULE IN RESPONSE TO THE COVID-19 PANDEMIC**

**FROM:**

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

**ACTION:** DECISION

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**Purpose**

To seek approval to change the 2020 Committee and Council Meeting Schedule in response to the COVID-19 Pandemic.

**Report Highlights**

- To mitigate the spread of the COVID-19 Pandemic, the provincial government has mandated closure of all public facilities, banned public gatherings of more than 5 people and recommended practicing social distancing.
- These measures have impacted the ability of the public to attend Committee and Council Meetings in person to provide input.
- Staff is seeking Committee's approval to defer the Special Committee of the Whole meeting scheduled for April 15, 2020 at 7:00 PM and other changes to the upcoming meeting schedule to respond to public health concerns.

**Recommendations**

- 1) THAT the Special Committee Meeting scheduled for April 15, 2020 at 7:00 PM be rescheduled to a future Committee of the Whole meeting to be held in the evening; and,
- 2) THAT the proposed changes to the Committee and Council Meeting Schedule be approved, as follows:

- a. The April 15, 2020 Committee of the Whole meeting be rescheduled to April 21, 2020 at 1:00 PM;
- b. The April 21, 2020 Council meeting scheduled at 1:00 PM be rescheduled for the same day at/about 5:00 PM; and,
- c. No Committee of the Whole (Public Hearing) meetings in April. A second Committee of the Whole (Public Hearing) be considered for May 2020 to address the volume of planning applications requiring public hearing.

## **Background**

On March 11, 2020, Council ratified the following recommendation (in part) of the Committee of the Whole (Public Hearing) held on March 3, 2020 regarding “CLUBHOUSE DEVELOPMENTS INC. OFFICIAL PLAN AMENDMENT FILE OP.19.014 ZONING BY-LAW AMENDMENT FILE Z.19.038 DRAFT PLAN OF SUBDIVISION FILE 19T-19V007 VICINITY OF CLARENCE STREET, ISLINGTON AVENUE, NORTH OF DAVIDSON DRIVE”.

“The Committee of the Whole (Public Hearing) recommends:

- 3) That the report of the Acting Deputy City Manager, Planning and Growth Management, dated March 3, 2020, be referred to a Committee of the Whole meeting to be scheduled for April 15, 2020, at 7:00 p.m. and a report regarding the following matter be provided at the meeting...”

On March 17, 2020, the City of Vaughan and the Province of Ontario declared a state of emergency due to the COVID-19 Pandemic. During the pandemic, the provincial government mandated the closure of all public facilities and banned public gatherings of more than 5 people. Public health officials also recommend: the practice of social distancing (to maintain a minimum distance of 6 feet from other individuals); limit non-essential travel; limit, postpone or cancel gatherings; and, other restrictions.

## **Previous Reports/Authority**

[CLUBHOUSE DEVELOPMENTS INC. OFFICIAL PLAN AMENDMENT FILE OP.19.014 ZONING BY-LAW AMENDMENT FILE Z.19.038 DRAFT PLAN OF SUBDIVISION FILE 19T-19V007 VICINITY OF CLARENCE STREET, ISLINGTON AVENUE, NORTH OF DAVIDSON DRIVE](#)

## **Analysis and Options**

Restricted public access to City Hall, the ban on public gatherings, and the practice of social distancing have impacted the ability of the public to attend City facilities, and

more specifically meetings. This limits the opportunity for individuals to provide input in person. Many individuals are also either in quarantine or self-isolation.

At the March 3, 2020 Committee of the Whole (Public Hearing) Meeting, a total of 47 individuals made deputations at the meeting. Several hundred attendees were present, and 143 Communications were received relating to the applications by Clubhouse Development Inc.

Considering the health and well-being of its citizens and staff, the City of Vaughan is working closely with all levels of government to assess the daily changes of the COVID-19 pandemic and the precautionary measures being implemented to break the chain of its transmission. Given the large public interest in these applications, it is recommended that the Special Committee Meeting scheduled for April 15, 2020, at 7:00 PM be re-scheduled to a future Committee of the Whole meeting to be held in the evening.

To ensure business continuity during the COVID-19 pandemic, staff is also proposing further changes to the meeting schedule in April 2020 to reduce the number of meetings, as follows:

- April 15 Committee of the Whole Meeting at 1:00 PM to be rescheduled to April 21 at 1:00 PM.
- April 21 Council Meeting at 1:00 PM be rescheduled to +/- 5:00 PM on the same day;
- No Public Hearing meetings in April. A second Public Hearing meeting be considered in May 2020 to address the volume of planning applications requiring public hearing.

As the City continues to assess the situation and follow the guidelines from public health officials, staff will work with Council if further changes to the upcoming meeting schedule are necessary to reduce the number of meetings during the pandemic. Staff will prioritize time sensitive matters to be placed on the agenda.

The Office of the City Clerk will work with Corporate and Strategic Communications to ensure the public is aware of the changes to the Committee and Council Meeting schedules in a timely manner. Limited public participation at meetings can be done electronically or through other channels if in-person attendance is not permissible.

### **Financial Impact**

Not Applicable.

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

Not Applicable.

### **Conclusion**

Considering the health and well-being of Vaughan citizens, staff and Council, staff is seeking approval to defer the Special Committee of the Whole meeting scheduled for April 15, 2020 at 7:00 PM until further notice. Staff also recommend further changes to the meeting schedule in response to the COVID-19 pandemic.

**For more information**, please contact: Todd Coles, City Clerk, extension 8281;  
Caterina Facciolo, Deputy City Solicitor, Planning and Real Estate, extension 8662

### **Attachments**

None.

### **Prepared by**

Isabel Leung, Deputy City Clerk & Manager, Administrative Services, extension 8190.