

## Committee of the Whole (2) Report

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**DATE:** Tuesday, September 22, 2020

**WARD(S):** ALL

**TITLE: DIVERSITY AND INCLUSION TASK FORCE – APPROVAL OF TERMS OF REFERENCE AND APPOINTMENT OF MEMBERS**

**FROM:**

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

**ACTION:** DECISION

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**Purpose**

To seek approval of the Terms of Reference, to review the applications received for the appointment of citizen members to the Diversity and Inclusion Task Force.

**Report Highlights**

- Staff have worked with the Chair and Vice-Chair to compile a draft Terms of Reference for the Diversity and Inclusion Task Force as contained in Attachment 1 of this report.
- Recruitment of citizen members commenced on August 31, 2020 by the Office of the City Clerk with support from Corporate and Strategic Communications.
- Deadline for receipt of applications was Friday, September 18, 2020.
- Applications received are contained in Confidential Attachment 2 of this report.

**Recommendations**

1. That Council approve the Terms of Reference and revised name for the Diversity and Inclusion Task Force (Attachment 1); and
2. That Council give consideration to applications received for the appointment of citizen members to the Diversity and Inclusion Task Force (Confidential Attachment 2).

## **Background**

At its meeting on October 2, 2019, Council adopted Item 14, Report No. 27 of the Committee of Whole, titled “2018-2022 Term of Council Priority Task Forces”. In so doing, Council approved:

1. That the following Members of Council be appointed to the following task forces:
  1. Economic Prosperity Task Force: Chair: Sandra Yeung Racco, Ward 4 Councillor; Vice Chair: Mario Ferri, Deputy Mayor, Local and Regional Councillor.
  2. Diversity and Citizen Engagement Task Force: Chair: Alan Shefman, Ward 5 Councillor; Vice Chair: Marilyn Iafrate, Ward 1 Councillor.
2. That the City Manager identify the appropriate staff representation for each task force and that staff meet with the Chair and Vice Chair at their earliest convenience to commence work.
3. That the City Clerk be requested to work with each task force to prepare terms of reference and commence recruitment pursuant to the membership and selection criteria identified by the Chair and appropriate staff as part of the development of the terms of reference of the task force.

## **Previous Reports/Authority**

[Member’s Resolution 2018-2022 Term of Council Priority Task Forces, dated October 2, 2019.](#)

## **Analysis and Options**

In consultation with the Chair and Vice-Chair, it is proposed that the task force be renamed as “Diversity and Inclusion Task Force” with the following mandate:

1. serve as a forum for the discussion of ways for improving the inclusion of all ethno-cultural, national, racial and religious groups among residents, businesses and other stakeholders.
2. identify ways to further engage these communities in City programs and services.

3. provide more opportunities for community groups to network and co-ordinate efforts with each other and with the City of Vaughan.
4. align the work of the taskforce members with the Council-approved priorities identified in the 2018-2022 Service Excellence Strategy Map.
5. share with the broader Vaughan community any information, presentations, advice or recommendations made to the Task Force, culminating with a final report of recommendations to Council no later than the end of 2021.

In developing the Terms of Reference, staff from the Office of the City Clerk, Office of the Chief Human Resources Officer and Corporate and Strategic Communications, worked with the Chair and Vice Chair to outline the membership and selection criteria for the task force. The City's Diversity and Inclusion Staff Committee also provided input to ensure the task force's mandate aligns with the City's Diversity and Inclusion Action Plan and York Region's Inclusion Charter. The proposed Terms of Reference for the Task Force is included as Attachment 1 of this report.

Recruitment for citizen members is done through the City's social media channels, website and Council eNews. The deadline for receipt of applications was noon on Friday, September 18, 2020. Applications received are included in Confidential Attachment 2 of this report.

Members shall include members of Council, citizens and stakeholders, as follows:

- Councillor Shefman, Chair and Councillor Carella, Vice Chair.
- A minimum of nine (9) and a maximum of nineteen (19) citizen-stakeholder members who will be chosen with the intention of having a membership that is reflective of Vaughan's diversity: ethno-cultural, national, racial, religious, or other.
- The Mayor will serve as an ex-officio member of the task force.

### **Financial Impact**

There are no financial impact associated with the report.

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

There are no broader regional impact associated with this report.

## **Conclusion**

It is appropriate that Council approve the Terms of Reference and give consideration to the applications received for appointment of citizen members to the Diversity and Inclusion Task Force.

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

## **Attachments**

1. Diversity and Inclusion Task Force Terms of Reference
2. Applications for the Diversity and Inclusion Task Force (Confidential Attachment for Mayor and Members of Council distributed after September 18, 2020)

## **Prepared by**

Isabel Leung, Deputy City Clerk, extension 8190.

## **Approved by**



Wendy Law  
Deputy City Manager  
Administrative Services &  
City Solicitor

## **Reviewed by**



Jim Harnum, City Manager