

## Committee of the Whole (2) Report

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**DATE:** Tuesday, January 25, 2021

**WARD(S):** ALL

**TITLE: OLDER ADULT TASK FORCE – RESIGNATION OF TWO (2) MEMBERS**

**FROM:**

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

**ACTION:** DECISION

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**Purpose**

To inform Council of the resignations of Bob Bak and Elizabeth Lincoln, due to personal reasons; to seek Council's direction with respect to filling the vacancies; and to reduce quorum requirements, in the interim, until the vacancies are filled.

**Report Highlights**

- Two members have resigned from the Older Adult Task Force, due to personal reasons.
- Council's direction is required to fill the vacancies caused due to the resignations and to reduce quorum requirement, in the interim, until the vacancies are filled.

**Recommendations**

1. That the resignations of Bob Bak and Elizabeth Lincoln be received;
2. That the Office of the City Clerk be directed to advertise and recruit 2 (two) members to fill the vacancies caused due to the resignations; and
3. That Council reduce the quorum requirement to the majority of the remaining members, in the interim, until the vacancies are filled.

**Background**

At its meeting on December 21, 2020, the Older Adult Task Force was advised of the resignations of Bob Bak and Elizabeth Lincoln, and the following recommendation was made:

- 1) That the resignations, for personal reasons, of Bob Bak and Elizabeth Lincoln be received;
- 2) That Council be requested to provide direction on filling the vacancies caused due to the resignations; and
- 3) That Council be requested to consider reducing the quorum requirements, in the interim, until the vacancies are filled.

### **Previous Reports/Authority**

Not applicable.

### **Analysis and Options**

The City of Vaughan's Older Adult Task Force has an overall mandate to make recommendations that address older adult issues and the promotion of healthy seniors in Vaughan. This includes recommendations on Vaughan's Older Adult Strategy, programs and services, and steps towards attaining an age-friendly community designation.

According to the Terms of Reference for the Older Adult Task Force, the membership is composed of:

- a) two (2) Council members;
- b) six (6) citizen members who are part of the older adult population or have significant insight / experience with Vaughan's older adult community; and
- c) one (1) member representing an organization or service provider serving older adults.

A quorum of five (5) members, including the Chair, is required for a meeting to be held. With the resignation of the two (2) citizen members, there is a concern of not achieving quorum. Council is therefore requested to consider reducing the quorum required to four (4) members, including the Chair, till the two (2) citizen members are appointed to ensure the task force can continue to meet.

Considering that the Older Adult Task Force is in the midst of developing recommendations on Vaughan's Older Adult Strategy, programs and services, and steps towards attaining an age-friendly community designation, it is advisable to fill the two (2) vacancies of citizen members caused due to the resignations.

### **Financial Impact**

No new funds are required as the operational expenses are covered within the Office of the City Clerk's budget.

## **Broader Regional Impacts/Considerations**

There are no Regional Impacts/Considerations associated with this report.

## **Conclusion**

The City Clerk is requesting that Council receive the resignations of Bob Bak and Elizabeth Lincoln; provide direction with respect to filling the vacancies; and reduce the quorum requirements, in the interim, until the vacancies are filled.

**For more information**, please contact Todd Coles, City Clerk, Extension 8281

## **Attachments**

None.

## **Prepared by**

John Britto, Council / Committee Administrator, extension 8637.

## **Approved by**



Wendy Law  
Deputy City Manager  
Administrative Services & City Solicitor

## **Reviewed by**



Jim Harnum, City Manager