

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 24, 2011

Item 1, Report No. 29, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on May 24, 2011.

**1 METROLINX - BOLTON GO COMMUTER RAIL SERVICE
FEASIBILITY STUDY
WARDS 1, 2 AND 3**

The Committee of the Whole (Working Session) recommends:

- 1) That the recommendation contained in the following report of the Commissioner of Engineering and Public Works, dated May 17, 2011, be approved;**
- 2) That when the Environmental Assessment is undertaken, all four (4) locations in the City of Vaughan be included and that Metrolinx be informed of Council's request; and**
- 3) That the presentation by Mr. Daniel Haufschild, Director Policy and Planning and Mr. Trevor Anderson, Transportation Planner, Metrolinx, 20 Bay Street, Suite 600, Toronto, M5J 2W3 and Communication C1, presentation material, entitled "*Bolton Commuter Rail Feasibility Study Status Overview*", be received.**

Recommendation

The Commissioner of Engineering and Public Works, in consultation with the Director of Policy Planning, recommends:

1. THAT the presentation from Metrolinx with respect to the Bolton Commuter Rail Service Feasibility Study be received;
2. That Metrolinx be requested to examine the feasibility of establishing urban type GO Rail station location opportunities in the core areas of Woodbridge and Nashville with a longer term perspective to accommodate travel demand on the future Bolton Commuter Rail service; and
3. That a copy of this report be forwarded to Metrolinx and York Region.

Contribution to Sustainability

The proposed Bolton GO commuter rail service contributes to sustainability by providing a higher order transit facility within the City which will support compact urban form in the City and offer an alternative mode of transportation to the single occupant vehicle.

In addition, the establishment of the Bolton Go commuter rail service will greatly improve connectivity between various modes of transit within the City including the York Region transit priority corridors, YRT/Viva, Spadina Subway Extension, 407 Transitway and the future Yonge Street Subway extension.

Economic Impact

There are no immediate economic impacts associated with this report.

Communications Plan

Metrolinx will be apprised of any resolution passed by Council relating to this item.

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Purpose

The purpose of this report is to supplement the presentation from Metrolinx on the conclusions and recommendations of the Bolton Go Commuter Rail Services Feasibility Study, and to provide staff comments on the Study findings.

Background - Analysis and Options

In June 2007, the Province of Ontario announced the launch of the Move Ontario 2020 initiative which includes a multi-year rapid transit action plan to develop 900 kilometres of new or improved rapid transit lines in and around the Greater Toronto and Hamilton Area (GTHA).

Furthermore in 2008, the Province approved a series of “Quick Wins” projects recommended by Metrolinx which produce tangible benefits within five years. One Quick Win project included the improvement of service frequencies and bus/ rail connections for the Bolton GO Transit bus services. The implementation of this project would also stimulate ridership and supports the initiation of the Bolton GO commuter rail service.

As the population in the City continues to grow, the travel demand within the city will increase. This significant growth in the future population of the City indicates potential travel demand to support a commuter rail service between the City and downtown Toronto. Both Metrolinx “The Big Move” and the GO2020 Plans have recommended that a new commuter rail service be implemented on the Bolton corridor within the next 15 years.

The City’s 2010 Official Plan (Schedule 10) and York Region’s Transportation Master Plan identified the Bolton GO rail service and proposed station locations as part of the future transit network. The proposed five stations were identified in the vicinity of:

- o Highway 407 and Islington Avenue
- o Woodbridge Village north of Highway 7 at Kipling Avenue
- o Rutherford Road and Highway 27
- o Major Mackenzie Drive and Highway 27
- o Nashville Road and Huntington Road.

The Bolton Go Commuter Rail Service Feasibility Study was initiated in 2008 and was completed in December 2010. This study examined the service and infrastructure requirements to provide a new commuter rail service to Bolton on an existing freight rail corridor where no passenger service currently exists. The study focused primarily on the Canadian Pacific (CP) Railway Mactier Subdivision extending from the Davenport Road/Dundas Street West area of Toronto, northward through the communities of Woodbridge, Vaughan, Kleinburg and Bolton/Caledon to the intersection of the Mactier Subdivision and Highway 9.

The Study included a meeting with the City staff during the early stages of the study in 2009 to discuss future development plans for the City and to identify land use issues in the Woodbridge and Nashville areas. The possibility of developing a GO station at the intersection of Major Mackenzie Drive and the CP line was discussed in detail. Also, in early February 2009, Council directed staff to amend Official Plan Amendment 601 (Kleinburg-Nashville Community Plan) as follows:

“amend “Schedule A - Land Use” and the policies in “Sub-section 4.11 Transportation” of OPA #601 to provide a potential future GO Train Commuter Station, the location of which will be determined through the GO Transit Environmental Assessment, which may include potential sites generally located at the intersection of Major Mackenzie Drive and the CP Railway, in Part of Lot 21, Concession 9, City of Vaughan and/or at the intersection of Nashville Road and the CP Railway, in Part of Lot 25, Concession 9, City of Vaughan.”

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Subsequently, Council at its meeting on January 25, 2011 adopted the following resolution with respect to the importance of GO commuter rail service through the west half of Vaughan:

“Whereas, the Province of Ontario has vested the co-ordinated development of public transit infrastructure across the Greater Golden Horseshoe in the provincial crown corporation known as Metrolinx; and

Whereas, in furtherance of its mandate, Metrolinx has developed a plan for the staged development of all types of public transit infrastructure within the Greater Golden horseshoe; and

Whereas, the development of Go Train commuter service through the west half of Vaughan has been identified as a secondary priority within Metrolinx’s planning schedule; and

Whereas, a significant number of residents of the western half of Vaughan currently travel outside the area to make use of GO Train commuter services running through stations in northern Etobicoke and two stations in the Maple area (at Major Mackenzie Drive and Rutherford Road); and

Whereas, travel to these stations by motor vehicles increases the number of automobiles on already overcrowded east-west traffic corridors in Vaughan; and

Whereas, two hundred and twelve (212) residents have, by means of an electronic petition, already indicated their wish to see GO Train commuter service in the west half of Vaughan made an immediate priority by Metrolinx.”

Bolton Go Feasibility Study

The Feasibility Study examined four (4) routing options connecting Union Station to Bolton. North of Steeles Avenue all four options use CP Mactier Subdivision as illustrated on Attachment No.1. Service Option 4 was identified as the preferred option. This option provides service to four new stations on the CP Railway Mactier Subdivision (Bolton, Kleinburg, Vaughan and Woodbridge), one existing station at York University and one new station in the vicinity of Downsview Airport on the Newmarket Subdivision. Service Option 4 will also provide direct rail access to Union Station. The Study indicates that Route Option 4 using the CN Halton and York Subdivisions has yet to be reviewed by CN representatives.

The preferred option avoids the majority of capacity constraints on the Weston Subdivision and has the potential to attract approximately 4,400AM peak period riders in the 2031 horizon. Under this option Bolton corridor trains would also share the Weston Subdivision right-of-way with the Barrie and Georgetown corridor trains and the Pearson Airport Rail service trains between Parkdale and Union Station.

Infrastructure costs for Service Option 4 are the lowest of all options estimated, and has the fewest number of stations of all options. A scheduled trip time for Option 4 is comparable to other options. The service has an estimated infrastructure cost in excess of \$300 million including additional track, signals, structure/culverts improvements, station facilities, parking, tunnels, and trains.

Proposed Station Sites in the City of Vaughan

The Feasibility Study recommended three (3) stations within the City including:

- “Woodbridge station” at Highway 407 and Islington Road

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- “Vaughan (Elder Mills) station” at Rutherford Road
- “Kleinburg station” at Major Mackenzie Drive.

The assessment of potential station locations was focused on commuter type stations including proximity to vacant areas available for commuter parking lots. Therefore two station locations identified in the City's Official Plan and York Region's TMP were not included in this study. Although the study consultants indicated that limited available lands for parking and grading issues in the vicinity of Nashville Road Area and Woodbridge Village area were the main reasons for discounting the sites, urban type station could be a good alternative. The urban type stations consist of a platform and limited pick up/drop off areas and have a lower cost to implement and uses much less land. Two additional stations would have considerable ridership potential which helps in making the potential GO Line successful and improve future transit connectivity.

Highway 407/Islington (Woodbridge)

The assessment of potential station locations to provide rail service to the Woodbridge community included a review of available sites along Kipling Avenue north of Highway 7. Potential station site locations assessed included the Woodbridge Fairgrounds, Woodbridge Foam facility and the junction of the rail line and Highway 7; Each of the sites, however, were considered inappropriate for the development of a GO station facility primarily because they did not meet the criteria for a commuter station.

An alternate site was identified in the area located just south of Highway 407 and bounded between the rail corridor and Islington Avenue as shown in Attachment No. 2.

The land area is approximately 25,000 sq.m. The future Highway 407 Transitway will provide a good intermodal opportunity at this location. There is a possibility to provide two accesses from Islington Avenue. The north access would serve auto traffic and the south access would serve GO buses. A projected parking demand of 500 spaces could be accommodated comfortably.

The facilities available at this station would include a Kiss 'n' Ride, bus loop with four bus bays and parking. A conceptual site layout based on GO Transit's requirement is shown in Attachment No. 3.

Rutherford Road (Vaughan - Elder Mills)

Two alternative sites were identified in the vicinity of Rutherford Road. These sites included the land parcels southwest (Site #S4-1) and northeast (Site #S4-2) of the railway crossing at Rutherford Road as shown in Attachment No. 4. Both land parcels can be directly accessed from Rutherford via adjacent major roadways including Regional Road 50, Regional Road 27 and Huntington Road connect to the sites via Rutherford Road.

Site #S4-2 was considered the preferred site due to its location relative to the east side of the right of way.

This site is situated on the western side of the rail corridor. The identified land area is approximately 44,000 sq.m and can accommodate 500 parking spaces in addition to other facilities. This site is also directly accessible from Rutherford Road. Two separate accesses for buses and autos, as shown in Attachment No. 5 are recommended. The eastern access would be used for buses and western access would be used for autos and the Kiss 'n' Ride facility. Four bus bays are recommended to facilitate the pick up and drop off of passengers.

Rutherford Road has also been identified as one of the transit priority corridors in the York Region Transit plan. The placement of a GO station on Rutherford Road will improve accessibility for York Region Transit riders.

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Major Mackenzie Drive (Kleinburg)

One potential site was identified in the area as shown in Attachment No. 6 that meets all of GO Transit's station criteria. This site is located just southeast of the railway crossing at Major Mackenzie Drive. Access to the land would be via Major Mackenzie Drive which will offer direct access from the extension of Highway 427.

The land area available for the station facility is approximately 58,000 sq.m and is owned by CP Railway. Based on the assumption made for the parking requirement a total of 1,000 parking spaces can be accommodated on site. This site is directly accessible from Major Mackenzie Drive and expected to be a potential intermodal point due to the proximity of the Highway 427 terminus.

The presence of the GO Station will also improve accessibility for York Region Transit riders. Two separate access points should be provided to serve auto and bus traffic. In anticipation of future demand four to six bus bays are recommended. A conceptual site layout is shown in Attachment No. 7.

The station site selection was based on an investigation of aerial photos, site visits, and a review of land availability along the corridor. Sites should be assessed on a long term perspective that allows consideration for potential redevelopment and urban context to identify all possible station site opportunities to improve future transit connectivity and make the potential GO Line successful.

Staff Consultation with Metrolinx

At a meeting on March 30, 2011 with Metrolinx project staff, City and York Region staff expressed the need for Metrolinx to review additional sites and provide greater detail on the rationale for discounting two locations in the core areas of Woodbridge and Nashville.

In that meeting and in the subsequent letter to City dated April 11, 2011, Metrolinx indicated that they will support the City in examining opportunities for stations along the corridor by working with the City and York Region to explore opportunities for land acquisition and planning protection. Also, Metrolinx will continue to develop the transit market by expanding GO services in the area and will work with other municipal partners to plan, fund, and build other higher order transit services.

Metrolinx will continue to develop the transit market by expanding GO services in the area including addressing overloads on the existing Barrie and Georgetown lines, and work towards all-day two-way service. The next steps will also include the expansion of GO bus route to serve the Bolton area with connections to the Georgetown GO train and bus service, and the TTC subway at Yorkdale and York Mills.

Prior to the implementation of the Bolton commuter rail service, a Benefits Case, Environmental Assessment and Detail Design must be completed. Metrolinx has advised that these studies are unlikely to occur within the next 10 years given the project modest 2031 ridership within the corridor and competing transit priorities in the Metrolinx Regional Transportation Plan.

Regional Implications

The Region of York will provide comments to Metrolinx on the Bolton Commuter Rail Service Feasibility Study separately.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council Vaughan Vision 2020 strategic initiatives:

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- To enhance and ensure community safety, health and wellness;
- To pursue excellence in service delivery;
- To lead and promote environmental sustainability;
- To plan and manage growth and economic vitality.

This report is therefore consistent with the priorities previously set by Council.

Conclusion

The Bolton Commuter Rail Feasibility Study (December 2010) provides a basis for the proposed routing and station locations within City. The Feasibility Study examined four (4) routing options connecting Union Station to Bolton. Route Option 4 was identified as the preferred option as shown in Attachment No.1. The Study recommended three (3) stations within the City including; “Woodbridge station” at Highway 407 and Islington Road, “Vaughan (Elder Mills) station” at Rutherford Road and “Kleinberg station” at Major Mackenzie Drive. The Study also indicates that Route Option 4 using the CN Halton and York Subdivisions has yet to be reviewed by CN Rail. Based on this Feasibility Study, the potential ridership within the 2031 planning horizon is anticipated to be modest so rail service to Bolton is not contemplated in the next 15 years time frame.

The Feasibility Study focused on commuter type stations, however, an urban type station which has a lower cost to implement and uses up much less land was not considered. Metrolinx has indicated they will continue to work with the City and York Region to explore opportunities for additional stations along the corridor, which may include urban stations in the Villages of Woodbridge and Nashville. Metrolinx will also continue to develop the transit market by expanding GO services in the area and will work with other municipal partners to plan, fund, and build other higher order transit services.

Staff has reviewed the technical aspects of the Feasibility Study as it relates the City and is generally satisfied with its recommendations.

Attachments

1. Bolton GO Commuter Line Route Options
2. Highway 407 Proposed Station Site
3. Conceptual Layout – Highway 407 (Woodbridge) Station
4. Rutherford Road Proposed Station Sites
5. Conceptual Layout – Rutherford Road Station (Alternative 1)
6. Major Mackenzie Drive Station Site
7. Conceptual Layout – Major Mackenzie (Kleinburg) Station

Report prepared by:

Mehrak Hakimi, Transportation Analyst, Ext. 8295
Selma Hubjer, Transportation Engineer, Ext. 8674

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

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Item 2, Report No. 29, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on May 24, 2011.

2 **LEARNING FROM THE ELECTION -
PREPARATIONS FOR THE 2014 MUNICIPAL AND SCHOOL BOARD ELECTIONS**

The Committee of the Whole (Working Session) recommends:

- 1) That the recommendation contained in the following report of the City Clerk & Returning Officer, dated May 17, 2011, be approved;
- 2) That the City Clerk be requested to submit a report on the Sign By-law as it relates to election signs;
- 3) That the City Clerk be requested to submit a report summarizing the information determined from the previous Ward Boundary Review to enable Council to decide whether a ward boundary review should be considered at this time; and
- 4) That Communication C2, Mr. Nick Pinto, The West Woodbridge Homeowners Association, 57 Mapes Avenue, Woodbridge, L4L 8R4, dated May 17, 2011, be received.

Recommendation

The City Clerk & Returning Officer recommends:

- 1) That the presentation of the City Clerk & Returning Officer on key lessons learned from the 2010 Elections be received;
- 2) Should Council decide that a Ward Boundary Review be conducted, that the Review be commenced as soon as possible, and that the City Clerk report back with the terms of reference for the Ward Boundary Review, including the engagement of consultants necessary for the purpose;
- 3) That in any event of the Ward Boundary Review, the City Clerk & Returning Officer be requested to revise the polling subdivisions in the City of Vaughan with a view to maximizing convenience for the voters, the optimization of election administration, and cost effectiveness;
- 4) That the City of Vaughan adopt, in principle, a policy to maximize participation by City staff on Election Day duties, and that the City Clerk & Returning Officer in conjunction with other appropriate staff submit an implementation report;
- 5) That the current Election Coordinator contract be extended for the purpose of completing outstanding tasks associated with the 2010 election, commencing planning for the 2014 election, and assisting in the coordination of any Ward Boundary Review that may be commenced;
- 6) That the City Clerk & Returning Officer be requested to include in his 2014 election budget submission resources for dedicated information technology staff to be assigned to the election project commencing at least twelve months prior to Election Day 2014; and
- 7) That the City Clerk & Returning Officer be requested to submit further reports on:
 - a. The potential for the use of internet voting in 2014;
 - b. The results of the contribution rebate program;

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- c. A proposed budget for the 2014 elections;
- d. Recommendations for election-related decisions to be made by Council, such as advance vote dates and times, the use of languages other than English and French, and voting hours in retirement/nursing homes; and
- e. Procedural modifications to be employed for the 2014 elections.

Contribution to Sustainability

The administration of fair elections in an impartial manner is a fundamental statutory responsibility of City Clerks who are the Returning Officers for municipalities and school boards in Ontario. The highest priority for Returning Officers is to carry out their duties in accordance with the provisions of the *Municipal Elections Act, 1996* and an established set of election principles (which are set out later in this report). It is also the responsibility of election administrators to manage expenditures and other resources in a manner which contributes to the financial and operational sustainability of the municipality.

This report therefore contains recommendations to make election planning and administration a permanent responsibility of staff within the City Clerk's Office, so that a sustainable work plan can be established throughout the four year period between elections.

Economic Impact

The total cost of the 2010 Elections was approximately \$1,096,286 of which approximately \$90,000 is recoverable from the York Region Catholic School Board for the administration of the YCDSB Area 3 By-election on January 10, 2011.

The total expenses (subject to the spending limits) incurred by all candidates who submitted their Form 4 – Financial Statement – Auditor's Report on March 25, 2011, was, \$1,368,408.50.

The extension of the Election Coordinator's contract will be funded from the Election Reserve.

Communications Plan

A public consultation plan will form part of a Ward Boundary Review if one is commenced.

Purpose

The purpose of this report is to summarize key findings from the 2010 General Municipal and School Board Elections and the 2011 York Catholic District School Board Area 3 by-election and to make preliminary recommendations pertaining to preparations for the 2014 elections and a review of municipal ward boundaries.

Background - Analysis and Options

Part 1: Context

The 2010 General Municipal and School Board Elections (the "2010 Elections") in the City of Vaughan consisted of both a general election and a by-election held on two separate dates. The general election of municipal and school board candidates for the four-year term commencing December 1, 2010 was held on October 25, 2010 (with the exception of the election of a trustee for York Catholic District School Board Area 3). *The Municipal Elections Act, 1996* ("the Act") required that a by-election in Area 3 be held because of the death of a candidate in circumstances which would otherwise have resulted in an acclamation; the resulting by-election was held on January 10, 2011.

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Pursuant to section 11 of “the Act”, in Ontario the Clerks of local municipalities are responsible for conducting the municipal and school board elections within their municipalities. That *responsibility* includes responsibility for:

- (a) preparing for the election;
- (b) preparing for and conducting a recount in the election; and
- (c) maintaining peace and order in connection with the election.

The general *powers* of the Clerk are set out in section 12 of the *Act*:

12. (1) A clerk who is responsible for conducting an election may provide for any matter or procedure that,

- (a) is not otherwise provided for in an Act or regulation; and
- (b) in the clerk’s opinion, is necessary or desirable for conducting the election.

(2) The power conferred by subsection (1) includes power to establish forms, including forms of oaths and statutory declarations, and power to require their use.

(3) The power conferred by subsection (1) includes power to require a person, as a condition of doing anything or having an election official do anything under this Act, to furnish proof that is satisfactory to the election official of the person’s identity or qualifications, including citizenship or residency, or of any other matter.

13.(1) Any notice or other information that this Act requires the Clerk to give shall be given in a form and manner and at a time that the Clerk considers adequate to give reasonable notice or to convey the information, as the case may be. 1996,

(2) The Clerk shall provide electors, candidates and persons who are eligible to be electors with information to enable them to exercise their rights under this Act.

These broad powers are of course constrained by the specific provisions of the *Act*. They are similarly informed by election principles which have been developed over time:

1. The integrity of the process should be maintained throughout the election;
2. The secrecy and confidentiality of the individual votes is paramount;
3. The election should be fair and non-biased;
4. The election should be accessible to the voters;
5. There be certainty that the results of the election reflect the votes cast;
6. Voters and candidates should be treated fairly and consistently within a municipality; and
7. A proper majority vote decides the election by ensuring, so far as reasonably possible, that valid votes are counted and invalid votes be rejected.

Within this framework established by the legislation and the election principles, planning activities began in 2008 for the 2010 Elections.

Part 2: Ward Boundary Review

The City of Vaughan, facing an increasing disparity in population size amongst the existing five wards, conducted a Ward Boundary Review commencing in 2008. The objective of the Review was to establish new municipal ward boundaries for the 2010, 2014 and 2018 municipal elections. A series of options for 5-ward, 6-ward and 7-ward configurations were produced for consideration, and 5- and 6- ward options were presented for formal public consultation. In the midst of the review the Canadian and international economies took a significant downturn, so much so that the

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cost implications of adding a ward (and therefore a new council office) to the then current five city wards carried little support. On May 5, 2009, by the adoption of By-law 89-2009, Council adopted a revised five ward system.

The Ward Boundary by-law was appealed to the Ontario Municipal Board. The Ontario Municipal Board found fault with the City's process but rather than repeal the by-law, configured a new five-ward system. In so doing, the Board indicated that a new ward boundary review process should be commenced after the 2010 election.

Should Council determine that another Ward Boundary Review is appropriate, it is recommended that the Review commence as soon as possible so that new boundaries may be finalized well in advance of the 2014 election.

Part 3: Summary of the 2010 Election Events

a) Voting and Vote Counting:

A total of 61 candidates (plus two withdrawals) were processed for the general election. Another 14 candidates were processed for the by-election. The names of the participating candidates and the persons ultimately certified as elected are set out at Appendix 1.

The Preliminary List of Electors for the City of Vaughan, released on Wednesday September 2, 2010 showed 173,707 eligible voters in the City. Inquiries made of the Municipal Property Assessment Corporation revealed that 16,653 unconfirmed electors had been left off the list – resulting in the mailing of postage paid notices/applications to amend the Voters' List, at a cost of almost \$10,000. The mailing resulted in the receipt of just over one thousand applications to amend the Voters' List.

A total of 867 people were hired for specific Election Day duties in the field (including 23 stand-bys). Of that number, 150 City staff were assigned to supervisory positions and as tabulator operators. A full-time election coordinator was retained for the election year and was extended to June of 2011 to administer financial filings and a rebate program, with consideration also being given to preparations for the 2014 election events.

Voting Technology was extensively applied for election administration, and included:

- 135 Image Cast Vote Tabulators provided by Dominion Voting Systems Inc.;
- 9 Accessible Voting appliances and associated hardware, for use during advance voting;
- 19 Rented laptops for Voters' List management and results tallying, plus air (public internet) cards;
- 2 Rented Computer Servers, housing the results tally and reporting system and the web hosting service;
- Voters' List management tools provided by Datafix, including the provision of real-time applications to support the City's 'vote anywhere' initiatives; and
- 3 Dedicated websites housed on an external service provider.

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OTHER KEY NUMBERS:

Number of Eligible Voters:	175,470
Voter Turnout:	40.55% (2006: 37.88%)
Number of Polling Subdivisions:	496
Number of Election Officials recruited:	867
Number of advance vote days:	9
Number of advance vote locations:	8
Number of ballots cast at advance vote:	4,658

Generally, the 2010 general election in October went well. Polls opened on time, and the tabulator technology worked according to specification. Great care was taken to ensure that voters who intended to vote were not disenfranchised, and that election processes and systems operated with the utmost integrity. Notwithstanding the general success of the event, long lines at some locations and deficiencies in staffing and communications point to areas where significant improvements can be made.

A number of initiatives were adopted for the advance voting period, including:

- Opening the Civic Centre poll location at 6:30 a.m. for weekday advance voting;
- Advance voting locations in the Promenade Shopping Centre and Vaughan Mills Mall;
- Advance voting at York University, in the City of Toronto;
- 'Vote Anywhere', allowing eligible Vaughan voters to attend any of the advance vote locations, regardless of the location of their eligible address; and
- Ballot-on-demand printing, principally at York University

At some Election Day locations voter turnout was strong and came late in the day generating long lines and in several cases a scarcity of secrecy folders. Polls were kept open until all voters in line to vote at 8:00 p.m. were able to cast their ballots. The processing of vote results in the Council Chamber in the Civic Centre building was delayed fifteen minutes so that all voters would be inside their voting places when the first results were announced. Notwithstanding the delay, tabulators were delivered to the Civic Centre tallying location in a timely manner and the final unofficial vote results were announced at approximately 9:45 p.m.

The January 10, 2011 York Catholic District School Board Area 3 by-election was preceded by two advance vote days. A total of fourteen candidates participated in the by-election, and 2101 ballots were cast with the turnout being 10.70%. Tabulators (but not associated services) were provided free of charge under the City's service contract with Dominion Voting Systems – enabling the deployment of multiple tabulators per polling location so as to accommodate any lines that may have developed.

b): Financial Matters:

Campaigns in respect of the October general election ended on December 31, 2010 unless extended in accordance with the *Act* because of a deficit. Seven candidates filed the necessary Form 6 to extend campaigns to June 30, 2011. Campaigns in respect of the YCDSB Area 3 by-election ended on February 14, 2011; no By-election candidates filed for extension of their campaigns.

It is important to note that the extension of a campaign does not affect the deadline for filing Form 4, the candidate's Financial Statement and Auditor's Report (aside from creating an additional filing date for the extension period). Seven candidates (five Council candidates and two school board candidates) out of the 62 nominations processed for the October general election failed to file by the appointed time and were therefore noted in default. Two of the 14 candidates who participated in the YCDSB Area 3 By-election were noted in default. Candidates who filed the

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statutory form to extend their campaigns to June 30, 2011 because of a deficit are required to file their supplemental statements on or before 2:00 p.m. on September 30, 2011. Compliance Audit applications may be submitted within 90 days of the latest applicable filing or due date.

Candidates who fail to file the required financial statement by the statutory deadline are not eligible to be elected or appointed to any office to which the *Act* applies up to and including the 2014 election. For participants in the City's contribution rebate program, a failure to file also denies their contributors the opportunity to receive a rebate.

Following a recommendation from the Task Force on Democratic Participation and Renewal, the City of Vaughan instituted a contribution rebate program for candidates for City Council. Under the program, rebates are payable to individuals in the City of Vaughan who are on the Voters' List as of voting day, and are paid at a rate of 75% of contributions over fifty dollars, subject to an overall cap of \$150 regardless of the amount or number of campaigns contributed to. The rebate application form was integrated into the contribution receipt books supplied to each candidate at the nomination meeting and as needed thereafter. Forty-two candidates opted to participate in the contribution rebate program. Verification of contributions through the submission of a financial statement is a requirement of the program; with five Council candidates failing to file their financial statements, rebate applications respecting only thirty-seven campaigns will be processed (four of which will not be processed until the candidate's supplementary filing is made, given that their campaigns have been extended).

Based on the number of receipt books issued to candidates, the maximum amount of rebates to be paid under the program will be under \$90,000, which is based on the unlikely assumption that contributions were always made to their maximum level and all contributors will make application for the rebate.

Part 4: Planning and Implementation:

Challenges were identified throughout the planning and implementation phases of the election project.

For example:

- Amendments were made to the *Act* as late as January 2010, including the advancement of voting day to the fourth Monday in October. Statutory forms necessary for the purpose of processing nominations were not made available until the New Year's holiday weekend;
- The ward structure upon which the 2010 election would be managed was not settled until November 2009. A Ward Boundary Review did not conclude until May 2009, and was subsequently appealed to the Ontario Municipal Board. The decision was issued by the Ontario Municipal Board only eleven months prior to voting day;
- Uncertainty regarding the occupancy of the new City Hall necessitated revisions to plans for the location of election headquarters on voting day, the staffing and training plan, and on the establishment of an election call centre;
- Although the Business Solutions group of the ITM department provided effective project management support for the election project, to provide total independence of the technology supported election functions (election data transmission, web services, election results reporting service), there was limited support from the ITM group related to technology infrastructure.

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- The death of a candidate occurred after the ballots were printed, and in circumstances that necessitated the holding of a by-election; and
- The court challenges to the 2006 election, and outstanding compliance audit prosecutions, created negative perceptions about the integrity of election processes in the City of Vaughan.

The first task of the election project team was therefore to analyze the key tasks and deliverables to ensure that administration of the election would be successful and a project plan would withstand rigorous examination. A project team was assembled with representation from ten City departments. Project management discipline was provided under the auspices of the ITM Business Solutions Group, and a contract Election Coordinator in the City Clerk's Office was funded out of the Election budget.

The resulting plan totalled some 1,200 tasks; a high level representation of the plan appears at Appendix 2.

One of the first tasks of the project team was to brand the 2010 election so as to distinguish it from the 2006 event. The now familiar



"This is Your Space" graphic came about at the suggestion of the project team's media consultant and was used on all correspondence, posters, advertisements, web pages, videos, identification and other media purchases. The brand also served to emphasize the most fundamental aspect of the municipal election – the marking of a ballot (the space in the arrow being the voting space on the ballot).

Though recount litigation pertaining to the 2006 election posed a challenge to a positive public perception for the 2010 elections, the resulting decision of Justice Howden served as a shopping list of issues to consider.

Of most interest was the Court's treatment of the tabulator technology used to count votes in 2006. Great care was therefore taken to program the City's vote tabulators in 2010 so that voters would not be disenfranchised. This was done by:

- Emphasizing the correct way to vote (by filling in the blank space in a red arrow on the ballot pointing to the voter's candidate(s) of choice) through advertising containing the 2010 "This is Your Space" brand;
- Customer Service Officers and other poll officials demonstrating how to mark a ballot through the use of tear-off practice sheets;
- Deputy Returning Officers, when issuing ballots, demonstrating how to mark a ballot by filling in the sample arrow at the top of each issued ballot; and
- A 'How to Vote' video easily accessible from the City's election web sites.

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All vote tabulators were programmed in an identical manner so that when a mark on a ballot equaled or exceeded 25% coverage of the space within the arrow (easily accomplished by using the 'Sharpie' provided to every voter), it was interpreted as a valid vote; Marks under 5% were not read as valid votes since they would appear as mere specks. Marks between 5 and 25% were interpreted by the vote tabulators as ambiguous marks, and voters in such circumstances were given the opportunity to remark ballots so that their intentions would be interpreted correctly. Voters were similarly given the opportunity to remark ballots which were read as entirely blank, or which contained more than the eligible votes allowed for any particular office.

Every vote tabulator used to count votes underwent logic and accuracy testing both before and after Election Day to validate that they properly read and interpreted marks on a ballot.

Procedures were established so that in the rare circumstance where the voter was unable to be present when ballots were tabulated by the machines, or where the voter refused to wait for the ballot to be fully processed, the City Clerk & Returning Officer, with notice to the affected candidates, interpreted ballots which could not be processed by the vote tabulators

Part 5: Other Observations and Findings

Election Day observations, supplemented by the feedback received from election staff and comments provided by some former members of the Task Force on Democratic Participation and Renewal, helped to formulate an overall assessment of election initiatives and activities. The following paragraphs highlight key considerations for the improvement of election processes to provide a better experience for voters, candidates and election staff in 2014. Other minutae of election administration will form part of staff's operational review.

Training and Staffing

Municipal Clerks across the York Region and beyond reported similar problems with respect to the capacity of members of the public participating as election staff to comprehend or carry out instructions; the number of no-shows and cancellations for training and prior to or on election day undermined the supervisory plan for the election (as of the start of election day, zero standby staff were available due to late cancellations and no-shows which resulted in the deployment of ward managers for purposes other than intended).

The most dramatic improvements in election day administration will come from an improved staffing and training plan. As is the case currently in the City of Toronto, the failure of election staff to follow seemingly routine instructions has the potential of generating applications for recounts or declarations of controverted elections that could result in by-elections (with the commensurate diminishment of the public's perception of the integrity of municipal elections, and added costs to the municipality).

To remove the risk, and to enhance the services provided to voters and candidates, election planning activities are required throughout the four year period between elections. This report recommends that the Election Coordinator's contract be extended to commence detailed preparations for the 2014 election, continue the close-out of the 2010 Elections, and to assist in any Ward Boundary Review that may take place. Election preparations will include the establishment of new polling subdivisions across the City to provide for smoother operations at the polls, and an overhaul of procedures, recruitment and training programs.

It is intended that in 2014 training of all election staff will be based on manuals distributed in advance, with open-book testing on the fundamentals of each position being done **before** staff are invited in for hands-on training, thus ensuring at least a minimal level of comprehension of the material prior to the sessions. More rigorous communications will improve the number of trainees showing up, on time, to assigned training sessions. Use of City Hall meeting facilities will enable smaller group sessions and better hands-on training.

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The City Clerk & Returning Officer is also recommending that the City adopt, in principle, a policy to maximize the participation of City staff on election day. City staff will be trained for key election roles, with training commencing well in advance of election day to solidify the skills learned. Consideration should also be given to using City fleet vehicles for basic supply and resupply tasks (particularly city vehicles with radio capability), freeing up election supervisors and managers for other critical duties.

Additional ITM resources on the election project and greater use of existing technology infrastructure would enable more effective election administration, mitigation of unforeseen additional technology related costs and delivery of enhanced election services such as social media. Involvement of ITM senior staff would also facilitate total independence of the technology supported election functions (election data transmission, web services, and election results reporting service).

Polling Subdivisions:

496 polling subdivisions were used in the 2010 election, with an average poll size of 354 voters. Increasing the average poll size will reduce the number of polling subdivisions, and allow for the concentration of polls into larger voting locations with fewer staff but with better customer service. The concentration of polls and the commensurate reduction in number of staff required enables the City to deploy additional vote tabulators to meet the capacity demand late on Voting Day. If a Ward Boundary Review is to be conducted it should commence as soon as possible so that planning for right-sized polling subdivisions can be completed, rationalizing the number of electors assigned to each polling location.

Vote Tabulators:

Notwithstanding the opportunities provided to vote during advance voting week or throughout Voting Day, most electors across the City of Vaughan delayed voting until after the dinner hour, creating significant pressures and delays at the polls. Consideration will be given to increasing the number of vote tabulators in the field during peak periods so as to reduce line-ups.

Nomination Process and Candidate Management:

Individual nomination meetings with the City Clerk or designate were arranged, during which candidates were presented with a detailed nomination kit, including a 23 point checklist of matters and documents to be reviewed. The nomination meetings, though time consuming, were productive and generally well-received by the candidates.

Overall, scrutineers were cooperative and compliant. Significant interference at some voting locations exacerbated problems associated with large turn-out. Rationalization in the size of polls and improvements in staffing and training will enable supervisory staff to respond to issues as they occur.

Advance Voting:

The holding of 'Advance Voting Week', being seven straight days of advance voting, was a recommendation of the Task Force on Democratic Participation and Renewal. The block of time involved required advance voting week to be held two weeks prior to voting day so as to lessen the impact on election preparation activities and training. Advance voting turnout was marginally improved over 2006.

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Advance voting was conducted through the use of an electronic Voters' List, with voters' struck off or added to the list appearing in real-time on a master list accessible from every voting location ("Vote Anywhere"). The Vote Anywhere approach created the ability to provide campaign offices with updated Voters' Lists throughout the advance vote period, and facilitated the production of paper lists for election day.

Though turnout numbers were unremarkable, the use of Anywhere Voting during the advance vote period provided numerous convenient opportunities for voters. The holding of advance voting so far in advance of voting day may have discouraged turnout; consideration will be given to spreading advance voting out, with opportunities to be provided as close to election day as possible.

Advance voting at the Promenade Shopping Centre and Vaughan Mills Mall provided additional convenient locations for voters, and enabled them to vote even though that may not have been their main intention in attending the location. Cooperation from both shopping centres was excellent. Staff will work with mall managers to improve directional signage to assist shoppers in finding the poll location within the malls.

Advance Voting at York University attracted new voters as well as other eligible voters who either happened to be on York campus or who were unable to vote at other advance vote locations. The York University initiative was highly successful and created a fresh opportunity to promote voting to young voters.

Staff will be examining the use of Mobile Polls and Continuous Polls for use in 2014. The turnout during early voting hours (commencing at 6:30 a.m.) at the Civic Centre location was very poor and did not warrant the resources used for that purpose. Extending the hours of community centre advance polls later into the evening will be examined for 2014. Internet voting was not used in the 2010 election but will be examined to see if it is suitable for deployment in a future City of Vaughan election.

Election Branding and Communications:

The branding campaign was well received; though there is no empirical data to support the value of the initiative, the brand demonstrated the professional approach to election delivery and supported a positive public perception. The brand will again be rolled out for the 2014 election.

Effective and authentic communication was a key strategy of the project, and included:

- Access Vaughan activities, including automated messages, advance vote call-back surveys, Knowledge Tool (KT) resource for inbound telephone inquiries on the election, use of on-line voter look-up to assist callers (and the mailing of applications to amend the voters' list to persons found not to be on the list), and general advance vote and election day promotion to general callers to the Access Vaughan inquiry line.
- Newspaper ads in the Vaughan Weekly, Vaughan Today, Vaughan Citizen, Excalibur (York University's student newspaper), Lo Specchio, Ming Pao, Sing Tao, Canadian Jewish News, and the Jewish Tribune;
- Stories in the Corporate E-newsletter, and in the BusinessLink Newsletter,
- Messages on the City Page; Media Releases, Brochures, Mobile Signs, Posters, advertising on the Public Works Calendar, on the Recreation and Culture Guide, on the Tax Bill, and on Billboards;

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- Voter information cards designed to incorporate a map to the voter's voting day polling location, along with extensive information on identification requirements and advance vote dates and times;
- E-mail communiqués to candidates;
- Registered mail, ordinary direct mail, and postage-paid return mail;
- A Candidate's Guide;
- Dedicated election websites; and
- Media interviews

A total of 50 media contacts were made and 43 stories were printed or broadcast about the City's campaign to increase voter turnout.

Accessible Voting:

Not only was every voting place physically accessible, advance vote locations were outfitted with an accessible voting appliance which enabled disabled voters who could not otherwise mark a ballot without assistance to vote independently. Voters would listen to instructions and the names of candidates through a set of headphones, and by manipulating a keypad, or a set of paddles, or a sip-and-puff device, could cause a ballot to be printed which would then be read by the vote tabulator in the same way that all other ballots in the election would be processed. Only one voter requested use of the accessible voting appliance. Consideration is being given to reduce such devices to a single one to be available at one location only (i.e. City Hall), but run on a continuous basis, by appointment, with free transportation being provided.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council as set out in Vaughan Vision 2020, particularly:

MANAGEMENT EXCELLENCE -
Demonstrate Leadership and Promote Effective Governance

Regional Implications

N/A

Conclusion

The lessons learned from the administration of the 2010 Elections will be integral to the planning effort for the 2014 events. Given the scope and magnitude of election administration, the City Clerk & Returning Officer is recommending that preparations commence immediately, and be suitably resourced, so that all the required elements of the election can be implemented in a timely and professional manner.

Attachments

Appendix 1 List of Candidates and Elected Officials
Appendix 2 High Level Election Process Map

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Report prepared by:

Jeffrey A. Abrams
City Clerk & Returning Officer

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

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Item 3, Report No. 29, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on May 24, 2011.

3 **CULTURAL AND SOCIAL INTERNATIONAL PARTNERSHIPS**

The Committee of the Whole (Working Session) recommends approval of the recommendation contained in the following report of the Director of Economic Development, dated May 17, 2011:

Recommendation

The Director of Economic Development recommends:

1. That this report be received;
2. Council adopt the Cultural and Social International City Partnership framework as presented in this report and direct staff to continue to respond to international city opportunities.

Contribution to Sustainability

Sustainability means that we make decisions and take actions that ensure a healthy environment, vibrant communities and economic vitality for current and future generations. Advancing and participating in international partnerships promotes greater understanding and respect of the diversity, cultural and economic resources of each city through the planning and implementation of programs that foster mutual understanding, respect and goodwill

Economic Impact

There are no financial implications resulting from the adoption of this report.

Communications Plan

Upon approval of this report, notification will be provided to the City's existing International Partnership cities.

Purpose

Council had requested that the Economic Development Department develop a strategy for the City's international city-to-city partnerships. International partnerships are largely established for one of two reasons - business development or cultural and social affiliation.

From a business development perspective, the newly adopted 10-year economic development strategy clearly identifies priority relationships with international cities grounded in business development with a set of accompanying objectives and actions to develop the relationships. (Attachment 1)

The purpose of this report is to create a framework that establishes a process for requests based on cultural and social affiliation.

Background – Analysis and Options

What is a Friendship/Twin/Sister City?

Sister Cities International, the nonprofit citizen diplomacy network that creates and strengthens partnerships around the world defines a sister city in this way, "When a community of any size or

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character joins with a community in another nation to learn more about the other and to develop friendly and meaningful exchanges, the two may propose a formal affiliation leading to official designation as “sister cities.” The ideal affiliation involves a large number of citizens and organizations in both communities engaged in continuing projects of mutual interest. This interchange helps to further international understanding at all levels of the community on a continuing long-term basis. Within the program, cities and their citizens exchange people, ideas and culture in a variety of educational, municipal, professional, technical and youth projects.”

The term Sister City has generally been interchanged with the terms Friendship City and Twin City in North America. However, cities around the world do view these terms as independent of each other. Friendship City being the most casual and least developed relationship, Twin City signifies a relationship with some formality and organized actions while Sister City represents, as noted, a formal recognition with defined actions, objectives and goals.

Vaughan’s Existing Cultural and Social International Partnerships

The International Partnership Policy of the City of Vaughan has been in place since 1992 and it indicates two forms of International Partnerships: Friendship Agreements and Twin City Agreements. These partnerships were characterized by the type of collaboration that they proposed to cultivate: cultural and/or educational relations or economic (opportunity) development. The underlying premise of the policy was that the relationship was being initiated by the City.

Since 1992, the City of Vaughan has formally signed a number of “Friendship and Twin” agreements with the following communities:

- Sora, Italy (1992) Friendship City
- Ramla, Israel (1993) Friendship City
- Sanjo, Japan (1993) Friendship City
- Yangzhou, China (1995) Friendship City
- Baguio, Philippines (1997) Twin City
- Delia, Italy (1998) Friendship City
- Lanciano, Italy (2002) Friendship City

Past Council Direction in Relation to Cultural and Social International Partnerships

A status report on the City’s twinning activities was approved by Council on March 19, 2001. In this report, Council approved the recommendation that following the completion of the friendship agreement with Lanciano, Italy, the focus for the next five years be on twinning relationships that would economically benefit the City, with the exception of existing agreements.

Following the July 2007 Business Mission to Italy, Council referred Staff’s recommendation to create an economic partnership with Parma and placed a moratorium on new partnerships with any jurisdiction in Italy for a period of at least five years in order to focus on existing partnerships and the inherent opportunities realized from existing ties.

In 2007, Council approved a report directing staff to bring forward recommendations for new economic partnerships with suitable partner cities in China, northern Italy, USA and any other jurisdiction offering excellent growth opportunities for Vaughan.

In addition to the current partnerships, in 2006, the City of Vaughan also entered into an informal agreement with an office of the University of Calabria in Cosenza, for the purpose of exploring innovative programs for young professionals and the business community.

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Continuity With Existing Cultural and Social International Partnerships

The work associated with the 10 year economic development strategy identified that from a business development perspective, the existing relationships do not offer significant economic benefit, but from a cultural and community perspective, they are very valuable.

In the case of Vaughan's "twin" and "friendship" cities that are social and cultural partnerships, there is usually strong community group support that maintains continuity of contact independent of the City. In the past, the activities of community groups have included reciprocal social/cultural visits (educational and personal exchanges); cultural celebrations; etc. Community groups do some very significant work, and it is recognized that the City reaps the benefits of those efforts. In addition, the majority of activities have been directed towards Vaughan; that is, more often it entails delegations coming to Vaughan than vice versa.

The City through the Economic Development Department would focus on leveraging these relationships to enhance its placemaking and community development efforts. For example, Sora has initiated professional exchanges in urban design and planning fields, providing expertise to the City in the development of piazzas or public squares. It has also sent cultural exhibits to the City and provided funding for bursaries for local students. The outcomes, while not immediately apparent, do have indirect economic benefits as it enhances the City's attractiveness to its ethnic populations which supports Goal 1 – Action 6 of the City's Diversity Strategy that was adopted by Council in May, 2010. To this end, these relationships should be continued by the City as a socio-cultural function.

Requirements for Existing Cultural and Social International Partnerships

With this in mind, as part of the framework to address requests for new social and cultural international city-to-city partnerships the following requirements are proposed to underpin the City's current twin and friendship cities and be adopted as part of the framework for international cultural and social city partnerships;

1. A local delegate representing the Twin or Friendship city shall meet annually with the Economic Development Department to review activities and potential opportunities and set an action plan for the coming year.
2. The Twin or Friendship city shall notify the Mayor's office of all incoming official delegations. Upon notification, the Mayor's Office will notify the City Clerk's Office as per Official Business Invitation Protocol.
3. Any requests for foreign travel associated with the City's current social and cultural international partnerships will brought on a case-by-case basis for Council approval.
4. In the event that requirement number 1 is not followed, the Director of Economic Development will recommend to Council the appropriate action up to and including;
 - a.) Place the international city partnership on a one-year probation.
 - b.) Terminate the relationship.

Working With New Cultural and Social International Partnership Requests

As noted in the City's Diversity Strategy, Vaughan is a diverse city as demonstrated by the various ethnic and religious groups, immigrants and languages spoken amongst its residents. Approximately 45% of Vaughan's residents are immigrants. Saying that, international partnership programs raise awareness of global issues; build and strengthen bridges of mutual understanding and respect; and can foster appreciation of each unique social and cultural heritage.

The proposed method and process to assess new requests for city-to-city relationships was developed by staff using various sources of information related to the topic such as;

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- A review of best practices from municipalities across North America, including but not limited to; Toronto, New York City, New York, Portland, Oregon, San Antonio, Texas, Kelowna, British Columbia, Ottawa, Ontario, Los Angeles, California, Chicago, Illinois and Halifax, Nova Scotia
- White Papers and Reports generated from associations such as; Sister Cities International, The Prosperity Institute, Economic Development Council of Canada, International Economic Developers Council, and the United Nations Research Institute.

Staff also used the following four principal objectives as a basis in creating the proposed framework for new social and cultural international partnership requests:

- The establishment and maintenance of social and cultural international partnerships do not happen by a single effort. It requires continuing activity.
- Continuity is achieved by a broad base of activity in which many people and organizations participate.
- Partnership requests must go through an established process
- Partnerships grounded on social or cultural ideals will be proposed to the City not vice versa.

Principles

Using the above mentioned information, staff propose the following principles for all new city-to-city cultural and social international partnerships;

1. There can be no more than (1) one relationship per region;
2. The prospective city should not have a relationship with another city in Ontario;
3. The City must be in a country with which the Federal government has some form of a relationship in good standing;
4. Approval of any new cultural and social international partnership city shall be on a one-year trial basis.

Requirements

To be considered, each cultural and social international city relationship request must meet the following requirements;

1. A proposal to establish a cultural and social international partnership relationship shall be submitted to the City Clerk's Office.
2. Be sponsored by a community association/group or an individual member of the community;
3. A list of individuals and/or community groups both in the City of Vaughan and in the prospective city who have a sincere desire to actively support and commit to a long-term relationship must be submitted as evidence for a strong relationship which would endure changes in elected government officials;
4. Demonstrate support and commitment from the cultural and social international partnership city in terms of community interest and active participation;
5. A community profile of the prospective city must be submitted and strong consideration will be given to compatibility of the cities in such areas as population and where there is a strong presence of local support association/group;
6. The community association/group must present a four-year plan of action that demonstrates the ability to support various visits, receptions, delegations and other similar functions such as a relationship entails with minimal financial contributions from the City of Vaughan.

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Responsibilities

1. The City Clerk's Office will forward the proposal to the Director of Economic Development for a recommendation. Once all documentation as outlined in the requirements is submitted, staff will review the proposal to determine if it is complete and if the criteria have been met. The Director shall respond to the request for a recommendation within 90 days.
2. The Economic Development Department will assist in the hosting of official incoming delegations (those cities which have a formal partnership with the City)
3. The Economic Development Department will, with sufficient notice and resource availability, assist a community group or association when requested in the hosting of official incoming delegations for those cities that do not have a formal partnership with the City.
4. The Economic Development Department will respond to requests from the community for information regarding international partnerships.
5. The Economic Development Department will assist in building community awareness and understanding of the international partnerships.
6. If the proposal is deemed to have met all the requirements, a recommendation in favour of the relationship will be forwarded to City Council for consideration.
7. All proposals will be assessed on a case by case basis;

Relationship to Vaughan Vision 2020

Preserve our Heritage and Support, Diversity, Arts & Culture
Plan and Manage Growth & Economic Vitality

Regional Implications

Not applicable

Conclusion

Social and cultural international partnerships can be one of the many valuable mechanisms used to enhance Vaughan's international relations. The City has identified a number of key international partnerships through the Economic Development Strategy that are based in economic business development. However, from time-to-time, various community groups or individuals approach the City enquiring as to the opportunity of creating an international partnership based on a cultural or social affiliation and in so doing, the City might wish to broaden the international partnership program to include more cities from across different parts of the globe. Therefore, this report has proposed a framework that establishes an equitable and transparent process to guide Staff, Council and the public in establishing and maintaining international partnerships that have a cultural and social affiliation.

Staff will continue to engage with local communities and with other cities around the world and to assess interest in establishing formal relationships. However, it is also important to emphasize that relationships between cities, communities and businesses can flourish without formal status.

Attachments

City of Vaughan Economic Development Strategy – Chapter 7, An International Business Development Strategy for Vaughan

Report prepared by:

Tim Simmonds, Director of Economic Development

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

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Item 4, Report No. 29, of the Committee of the Whole (Working Session), which was adopted, as amended, by the Council of the City of Vaughan on May 24, 2011, as follows:

By approving the following in accordance with Communication C12 from the City Manager, dated May 19, 2011:

That the Outstanding Reports List be revised to reflect the recommended deletions and changes in the attached document Attachment 1 (Revised Outstanding Reports List as of May 2011; and

By receiving Communication C15 from Mr. Gino Ruffolo, dated May 24, 2011.

4 OUTSTANDING REPORTS LIST (CW – RPT. 11, ITEM 23)

The Committee of the Whole (Working Session) recommends:

- 1) That the recommendation contained in the following report of the City Manager, dated May 17, 2011, be approved; and
- 2) That the City Manager bring forward to the Council meeting of May 24, 2011, a modified Outstanding Reports List with an explanation of why particular items have been recommended for removal from the list.

Recommendation

The City Manager in consultation with the Senior Management team recommends that following report be received.

Contribution to Sustainability

Not applicable.

Economic Impact

Not applicable.

Communications Plan

Not applicable.

Purpose

The purpose of this report is to determine if there is an opportunity for Council to remove any outstanding items from the Outstanding Reports List dated May 2011 (ATTACHMENT 1).

Background - Analysis and Options

This matter was brought to the attention of the Committee of the Whole by Councillor Iafrate at Committee of the Whole meeting on February 22, 2011 (Report 11, Item 23). As a result, staff have been working to reduce the number of outstanding reports on the list.

The list as of May 2011 contains 77 items, four of which were added in the Council meeting on May 3, 2011. Some of these items are no longer current or relevant and should be considered for removal from the Outstanding List by Members of Council.

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The Outstanding Reports List is a useful tool for tracking Council directions. Staff endeavor to balance these requests with daily workloads and the other Council and Corporate priorities.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

Not applicable.

Conclusion

In conclusion, the City Manager recommends a review by Members of Council of the attached Draft of the Outstanding Reports List as of May 24, 2011 to determine which items can be deemed no longer relevant and subsequently removed.

Attachments

ATTACHMENT 1: Draft of the Outstanding Reports List as of May 24, 2011.

Report prepared by:

Joanne Bell
Executive Assistant to the City Manager

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

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EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 24, 2011

Item 5, Report No. 29, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on May 24, 2011.

5

NEW BUSINESS – THORNHILL FESTIVAL

The Committee of the Whole (Working Session) recommends that a report be brought forward to the Committee of the Whole meeting of May 31, 2011 with recommendations on how the City of Vaughan can assist with the Thornhill Festival.

The foregoing matter was brought to the attention of the Committee by Regional Councillor Schulte.

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Item 6, Report No. 29, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on May 24, 2011.

6

OTHER MATTERS CONSIDERED BY THE COMMITTEE

6.1 RECESS AND RECONVENE

The Committee of the Whole (Working Session) recessed at 12:28 p.m. and reconvened at 12:54 p.m. with the following members present:

Councillor Sandra Yeung Racco, Chair
Hon. Maurizio Bevilacqua, Mayor
Regional Councillor Michael Di Biase (1:06 p.m.)
Regional Councillor Deb Schulte
Councillor Tony Carella
Councillor Rosanna DeFrancesca
Councillor Marilyn Iafrate
Councillor Alan Shefman