

**COMMITTEE OF THE WHOLE – MARCH 5, 2007**

**APPOINTMENTS TO ACCESS VAUGHAN STEERING COMMITTEE**

**Recommendation**

The City Clerk recommends:

That Council members be appointed to the Access Vaughan Steering Committee for the 2006-2010 term of council:

**Economic Impact**

There is no economic impact associated with this report.

**Communications Plan**

N/A

**Purpose**

The purpose of this report is to consider Council appointments to the Access Vaughan Steering Committee.

**Background - Analysis and Options**

The Access Vaughan Steering Committee was established by Council in June 27, 2005 (refer to Attachment 1), and the following Council members were appointed:

Mayor Di Biase  
Councillor Di Vona  
Councillor Meffe

Attachment 2 provides information regarding the Committee.

**Relationship to Vaughan Vision 2007**

This report is consistent with the priorities set by Council as it serves our citizens and promotes community safety, health and wellness.

**Regional Implications**

N/A

**Conclusion**

Staff is requesting the appointment of Council members to the aforementioned committee for the 2006-2010 term of council.

**Attachments**

- 1) Council Extract – June 27, 2005
- 2) Information regarding the Steering Committee

Respectfully submitted,

J. D. Leach  
City Clerk

# Attachment 1

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES JUNE 27, 2005

**178. ADDENDUM**  
**STEERING COMMITTEE FOR ACCESS VAUGHAN**

MOVED by Regional Councillor Jackson  
seconded by Councillor Yeung Racco

That this matter be added to the agenda.

CARRIED UNANIMOUSLY

MOVED by Councillor Yeung Racco  
seconded by Regional Councillor Frustaglio

That a Steering Committee for Access Vaughan be established comprising of:

Mayor Di Biase  
Councillor Di Vona  
Councillor Meffe

CARRIED

The foregoing matter was brought to the attention of Council by Mayor Di Biase.

## Attachment 2

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**Subject:** FW: Access Vaughan Steering Committee

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**From:** Pasianotto, Lucy  
**Sent:** February 28, 2007 3:32 p  
**To:** Yampolsky, Dimitri  
**Subject:** Access Vaughan Steering Committee

### Steering Committee:

**Role:** Are stakeholders representing the Mayor and Members of Council

### Responsibilities:

- Commit to issue resolution
- Ensures project is mapped to corporate strategy
- Has authority to kill project

### Project Sponsor:

**Role:** Is the business advocate (champion)

### Responsibilities:

- Commits to issue resolution.
- Ensures project is mapped to corporate
- Strategy.
- Identifies and justifies the need for the project

- Provides financial resources for the project.
- Has ultimate authority and accountability over project processes to senior management.
- Has authority to kill project
- May Sign the project charter
- Multi-functional projects require multi-sponsors
- “Mentor” to project team
- Provides project updates to Senior Management Team and Steering Committee

## **Project Owner:**

**Role:** Is the business functional owner

### **Responsibilities:**

- Identifies and justifies the need for the project.
- Provides clear direction and leadership.
- Identifies at least one Subject Matter Expert who will become a member of the core project team.
- Commits to issue resolution
- “Mentor” to project team
- Provides financial resources for the project
- Ultimately accountable for project success & benefit realization to Project Sponsor
- Prepares charter with project manager
- Clarifies and resolves critical issues
- Signs off on deliverables and documentation details such as : project charter, scope, deliverables, change control, business requirements, quality assurance and project closure
- Acts as key communication link between key stakeholders and customers
- Ensures project is mapped to corporate strategy.
- Has authority to kill project if no executive sponsor is a part of the project team