



THE REGIONAL MUNICIPALITY OF PEEL
REGIONAL COUNCIL POLICIES AND PROCEDURES
COMMITTEE MINUTES

Members Present:	B. Crombie P. Fortini N. Iannicca J. Innis S. McFadden	M. Medeiros C. Parrish P. Saito I. Sinclair A. Thompson
Members Absent:	P. Brown	M. Palleschi
Staff Present	J. Baker, Chief Administrative Officer S. Baird, Commissioner of Service Excellence and Innovation G. Kent, Chief Financial Officer and Commissioner of Corporate Services P. Caza, Regional Solicitor K. Dedman, Commissioner of Public Works J. Sheehy, Commissioner of Human Services	A. Adams, Deputy Clerk H. Gill, Committee Clerk S. Valleau, Legislative Specialist R. Khan, Legislative Technical Coordinator S. MacGregor, Legislative Technical Coordinator J. Jones, Legislative Specialist

1. CALL TO ORDER

Councillor Parrish, Committee Chair, called the Regional Council Policies and Procedures Committee meeting to order on February 17, 2022 at 11:01 a.m., in the Council Chambers, Regional Administrative Headquarters, 10 Peel Centre Drive. Members of the Committee and staff participated electronically.

Councillor Brown was absent due to other municipal business.

Regional Chair Iannicca arrived at 11:04 a.m.

Councillor Fortini arrived at 11:08 a.m.

Councillor Medeiros arrived at 11:15 a.m.

Councillor Crombie arrived at 11:39 a.m.

Councillor Thompson departed at 11:56 a.m. due to other municipal business.

Other Councillors present: G.S. Dhillon

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

3. APPROVAL OF AGENDA

RECOMMENDATION PPC-1-2022:

That the agenda for the February 17, 2022 Regional Council Policies and Procedures Committee meeting, be approved.

4. DELEGATIONS

Nil.

5. REPORTS

5.1 Community Member Appointments to Committees and Boards - Policy and Procedures

RECOMMENDATION PPC-2-2022:

That the Corporate Policy, attached as Appendix I to the report of the Chief Financial Officer and Commissioner of Corporate Services, listed on the February 17, 2022 Regional Council Policies and Procedures agenda titled “Community Member Appointments to Committees and Boards – Policy and Procedures”, be approved;

And further, that the Procedures to appoint community members to Regional committees, attached as Appendix II to the subject report, be approved;

And further, that the Procedures to appoint a community member to the Peel Police Services Board, attached as Appendix III to the subject report, be approved;

And further, that the Procedures to nominate community members to the Greater Toronto Airports Authority Board of Directors, attached as Appendix IV to the subject report, be approved;

And further, that the Regional Council Policies and Procedures Committee Terms of Reference be amended to provide that the Committee is responsible for the process to review applications and recommend community member appointments to Council committees and boards, as outlined in the subject Corporate Policy and Procedures;

And further, that the Regional Council Policies and Procedures Committee be authorized to establish an interview panel, as required, for review of community member applications to Region of Peel committees and boards;

And further, that the Terms of Reference for the Audit and Risk Committee, Diversity, Equity and Anti-Racism Committee and Region of Peel Accessibility Advisory Committee be revised to comply with the subject Corporate Policy and Procedures.

Members of Committee discussed and asked questions regarding: the reduced number of Town of Caledon Regional Councillors and implications for the composition of Regional Council Committees for the new term of Council; the need for Councillor representation from all local municipalities on certain Council committees; consideration of provisions for the appointment of local ward

Councillors on Regional Council Committees; and, in camera confidentiality concerns for non-Regional Council members appointed to Council committees.

Staff undertook to report back to a future meeting of the Regional Council Policies and Procedures Committee regarding Council committee structure and member composition.

5.2 Procedure By-law Provisions Identified for Discussion by Members of Regional Council

(For information) (Related to 7.1)

Received

6. COMMUNICATIONS

Nil.

7. OTHER BUSINESS

7.1 Review of the Electronic Meeting Procedures

(Related to 5.2)

RECOMMENDATION PPC-3-2022:

That Appendix 6 to Procedure By-law 56-2019, section 8.c Voting, be amended to provide that where a member is participating electronically and does not respond when their name is called upon three times, the member will be deemed to be absent during the vote and will be declared absent from the meeting;

And further, that the appropriate by-law be brought forward for enactment.

Members of Committee discussed and asked questions regarding: technology challenges to conduct Regional Council meetings, requirement of Council Members to inform the Clerks Office of their departure from Regional Council meetings, hybrid meetings and return to in person meetings, electronic meeting vote provisions, and WebEx features and capabilities including video and participants list.

In response to suggestions from the Committee with respect to organization of the WebEx participants list to show members of Council fixed on the top of the list, Sean Baird, Commissioner of Service Excellence and Innovation stated that the participants list could be organized as such to have members of Council be permanently visible at the top of the participants list.

7.2 Scheduling of a Code of Conduct Training Session Facilitated by the Region of Peel's Integrity Commissioner

RECOMMENDATION PPC-4-2022:

That a Code of Conduct Training Session be scheduled in the next six to eight weeks during a regular scheduled Regional Council meeting to be facilitated by the Region of Peel's Integrity Commissioner.

In response to a question from Committee Chair Parrish regarding options to schedule a code of conduct training session, Janice Baker, Chief Administrative Officer (CAO), noted that staff could work with the Office of the Regional Chair to develop an agenda that would allow sufficient time for training on a regularly scheduled Regional Council meeting date. The CAO stated that the training session could be scheduled in the next six to eight weeks.

In response to a question from Councillor Saito regarding the Region of Peel internal email lists, Sean Baird, Commissioner of Service Excellence and Innovation, undertook to explore procedural changes to simplify the expansion of internal email lists.

8. IN CAMERA

Nil.

9. NEXT MEETING

Thursday, April 21, 2022
11:00 a.m. – 12:30 p.m.
Council Chamber, 5th Floor
Regional Administrative Headquarters
10 Peel Centre Drive, Suite A
Brampton, Ontario

Please forward regrets to Harjit Gill, Committee Clerk, at harjit.gill@peelregion.ca.

10. ADJOURNMENT

The meeting adjourned at 12:04 p.m.