



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

Members Present:	D. Damerla C. Early C. Fonseca* A. Groves N. Iannicca	M. Medeiros C. Parrish G.S. Toor P. Vicente
Members Absent:	P. Brown	B. Crombie (*Designate C. Fonseca)
Staff Present	G. Kent, Chief Administrative Officer D. Valeri, Chief Financial Officer and Commissioner of Corporate Services P. Caza, Regional Solicitor and Commissioner of Legislative Services A. Adams, Regional Clerk	C. Thomson, Deputy Clerk and Manager of Legislative Services H. Gill, Committee Clerk D. Rai, Legislative Technical Coordinator M. Monzavi, Legislative Assistant

**1. CALL TO ORDER/ROLL CALL**

Councillor Parrish, Committee Chair, called the Regional Council Policies and Procedures Committee meeting to order on November 02, 2023 at 9:30 a.m., in the Council Chambers, Regional Administrative Headquarters, 10 Peel Centre Drive.

**2. DECLARATIONS OF CONFLICTS OF INTEREST**

Nil.

**3. APPROVAL OF AGENDA**

**RECOMMENDATION PPC-13-2023**

*That the agenda for the November 2, 2023 Regional Council Policies and Procedures Committee meeting, be approved.*

**4. DELEGATIONS**

Nil.

**5. REPORTS**

**5.1 Use of an Alternate Member and Proxy at Regional Council Meetings**

(For information)

**Received**

In response to a question from Councillor Early regarding use of an alternate member and proxy, Aretha Adams, Regional Clerk, clarified that a member may only appoint an alternate or proxy.

**5.2 Administrative Amendments to Procedure By-law 27-2022**

**RECOMMENDATION PPC-14-2023**

1. *That an administrative amendment be made to section 1.2.8 of the Procedure By-law 28-2022, as amended, to rename the Council Section of the Regional Council agendas from “Corporate Services” to “Corporate and Legislative Services”; and*
2. *That the required amendment be made to the Terms of Reference for the Interim Period Approvals Committee.*

**5.3 Expressions of Sympathy – Council Recognition**

**RECOMMENDATION PPC-15-2023**

1. *That the Corporate Policy attached as Appendix I to the report of the Regional Solicitor and Commissioner of Legislative Services, listed on the November 2, 2023 Regional Council Policies and Procedures Committee agenda titled “Expressions of Sympathy – Council Recognition”, be approved; and*
2. *That a by-law to amend Procedure By-law 27-2022 be presented to Regional Council for enactment.*

**6. COMMUNICATIONS**

Nil.

**7. OTHER BUSINESS**

Nil.

**8. CLOSED SESSION**

Nil.

**9. NEXT MEETING**

Thursday, February 15, 2024  
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](mailto:harjit.gill@peelregion.ca).

**10. ADJOURNMENT**

The meeting adjourned at 9:34 a.m.