

CHAIR:

F. DALE

MEMBERS:

G. CARLSON

B. CROMBIE

J. DOWNEY

C. FONSECA

G. GIBSON

A. GROVES

N. IANNICCA

J. INNIS

L. JEFFREY

J. KOVAC

M. MAHONEY

S. MCFADDEN

M. MEDEIROS

G. MILES

E. MOORE

M. PALLESCHI

C. PARRISH

K. RAS

P. SAITO

B. SHAUGHNESSY

J. SPROVIERI

R. STARR

A. THOMPSON



The Council of the
Regional Municipality of Peel

Date: Thursday, February 8, 2018

Time: 9:30 AM

Place: Council Chamber, 5th Floor
Regional Administrative Headquarters
10 Peel Centre Drive, Suite A
Brampton, Ontario

For inquiries about this agenda or to make arrangements for accessibility accommodations including alternate formats, please contact:

Christine Thomson at (905) 791-7800, ext. 4582 or at
christine.thomson@peelregion.ca.

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1. **ROLL CALL**

2. **DECLARATIONS OF CONFLICTS OF INTEREST**

3. **APPROVAL OF MINUTES**

3.1. January 25, 2018 Regional Council meeting

4. **APPROVAL OF AGENDA**

5. **DELEGATIONS**

5.1. **Jeffrey Abrams and Janice Atwood-Petkovski, Co-Principals, Principles Integrity**, Introducing to Regional Council the Region of Peel Integrity Commissioner and Lobbyist Registrar

5.2. **Janice M. Baker, City Manager and Chief Administrative Officer, City of Mississauga**, Providing an Update on the Greater Toronto Airport Authority and Matters Regarding Privatization (See also Items Related to Enterprise Programs and Services – Item 14.2)

6. **CONSENT AGENDA**

All items listed with an asterisk (*) are considered to be routine and non-controversial by Council and will be approved by one resolution. There will be no separate discussion of these items unless a Council Member requests it in which case the item will be removed from the consent resolution and considered in its normal sequence on the agenda.

(7.2, 7.3, 7.4, 8.1, 13.1, 13.3)

7. **ITEMS RELATED TO PUBLIC WORKS**

Chaired by Councillor R. Starr or Vice-Chair Councillor A. Groves

7.1. Regional Official Plan: Measuring and Monitoring Report (2017) (For information) (**A copy of the Measuring and Monitoring Report Region of Peel Official Plan is available from the Office of the Regional Clerk for viewing**)

Presentation by Mark Head, Manager, Research and Analysis, Integrated Planning Division

*7.2. Engineering Services for the Reconstruction of The Gore Road, from Queen Street East to Regional Road 50, Capital Projects 10-4070 and 15-4080, Document Number 2010-224P, City of Brampton, Ward 8

*7.3. Engineering Services Design and Construction of New Plant 1 at G.E. Booth Wastewater Treatment Plant, Project 17-2926, Document Number 2017-488P, City of Mississauga, Ward 1

*7.4. Curbside Battery Collection Update

8. COMMUNICATIONS

*8.1. **Scott R. Butler, Manager, Policy and Research, Ontario Good Roads Association**, Email dated January 17, 2018, Requesting Municipalities to Adopt a Resolution that Calls on the Minister of the Environment and Climate Change to Accelerate the Application for Review of the Municipal Class Environmental Assessment Process (Referral to Public Works recommended)

8.2. **Sandra Sharpe, Executive Assistant to the Mayor, Town of Caledon**, Email dated January 30, 2018, Providing a Copy of an Open Letter from Sylvia Jones, MPP Dufferin-Caledon to Kathryn McGarry, Minister of Transportation Regarding the Delayed Provincial Update on the Future of the GTA West Highway Corridor (Receipt recommended)

9. ITEMS RELATED TO HEALTH

Chaired by Councillor E. Moore or Vice-Chair Councillor G. Gibson

9.1. Updated Ontario Public Health Standards (For information) (**Copies of the Updated Ontario Public Health Standards are available from the Office of the Regional Clerk**)

Presentation by Dr. Jessica Hopkins, Medical Officer of Health

10. COMMUNICATIONS

11. ITEMS RELATED TO HUMAN SERVICES

Chaired by Councillor M. Medeiros or Vice-Chair Councillor J. Downey

11.1. Daniels Affordable Housing Project - Project Financing - 360 City Centre Drive, City of Mississauga, Ward 4

12. COMMUNICATIONS

13. ITEMS RELATED TO ENTERPRISE PROGRAMS AND SERVICES

Chaired by Councillor C. Fonseca or Vice-Chair Councillor G. Miles

*13.1. Trade Agreement Impacts to Procurements for the Region of Peel (For information)

13.2. Use of Corporate Resources for Elections Policy

*13.3. Refreshed Corporate (Regional) Values (For information)

- 13.4. Supply of Managed Connected Meeting Rooms - Document 2017-492P
- 13.5. Report from Robert Swayze, Integrity Commissioner, Regarding Code of Conduct Complaint - Sprovieri v. Jeffrey (See also Item 14.3)

14. COMMUNICATIONS

- 14.1. **Jennifer Evans, Chief, Peel Regional Police**, Letter dated January 12, 2018, Regarding Metrolinx Light Rail System (LTR) Potential Disruption from the Construction to the Public Sector Network (PSN) (Receipt recommended)
- 14.2. **Marc Garneau, Minister of Transport**, Letter dated January 22, 2018, Responding to a Letter from Regional Chair Dale, Regarding Airport Privatization of Pearson International Airport (Resolution 2017-906) (Receipt recommended) (See also Delegations – Item 5.2)
- 14.3. **Robert Swayze, Integrity Commissioner and Lobbyist Registrar**, Letter dated January 30, 2018, Regarding Integrity Commissioner Services (Receipt recommended) (See also Item 13.5)

15. OTHER BUSINESS

16. NOTICES OF MOTION

17. BY-LAWS

Three Readings

By-law 9-2018: A by-law to govern the calling, place, and proceedings of the meetings of Council and its committees and the conduct of their members and to repeal By-laws 100-2012, 117-2013 and 12-2016.

18. IN CAMERA MATTERS

19. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

20. ADJOURNMENT



**THE COUNCIL OF
THE REGIONAL MUNICIPALITY OF PEEL
January 25, 2018**

Regional Chair Dale called the meeting of Regional Council to order at 9:34 a.m. in the Council Chamber, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton.

1. ROLL CALL

Members Present:

| | |
|--------------------|-----------------------|
| J. Bowman★ | S. McFadden |
| G. Carlson | M. Medeiros* |
| B. Crombie* | E. Moore |
| F. Dale | M. Palleschi |
| C. Fonseca | C. Parrish |
| G. Gibson | K. Ras |
| N. Iannicca | P. Saito |
| J. Innis | B. Shaughnessy |
| L. Jeffrey | J. Sprovieri |
| J. Kovac | R. Starr |
| M. Mahoney | |

Members Absent:

| | |
|---------------------------|--|
| J. Downey | Due to vacation |
| A. Groves | Due to illness |
| G. Miles (Bowman★) | Due to personal matter |
| A. Thompson | Due to other municipal business |
| J. Tovey | |

Also Present: D. Szwarc, Chief Administrative Officer; L. Graham-Watson, Commissioner of Corporate Services; S. VanOfwegen, Commissioner of Finance and Chief Financial Officer and Acting Commissioner of Digital and Information Services; G. Walsh, Acting Regional Solicitor; N. Lee, Acting Commissioner of Public Works; J. Sheehy, Commissioner of Human Services; N. Polsinelli, Commissioner of Health Services; Dr. J. Hopkins, Medical Officer of Health; K. Lockyer, Regional Clerk and Director of Clerk's; C. Thomson, Legislative Specialist; S. Valleau, Legislative Technical Coordinator; H. Gill, Legislative Technical Coordinator

Moment of Silence in Reverence for the late Councillor Jim Tovey

* See text for arrivals

◆ See text for departures

★ Denotes alternate member

2. DECLARATIONS OF CONFLICTS OF INTEREST

3. APPROVAL OF MINUTES

3.1. January 11, 2018 Regional Council meeting

Moved by Councillor Mahoney,
Seconded by Councillor Starr;

That the minutes of the January 11, 2018 Regional Council meeting be approved.

Carried 2018-34

In response to a question from Councillor Parrish, Graham Walsh, Acting Regional Solicitor advised that recent amendments to the *Municipal Act, 2001*, as amended, enables the council of a local municipality to appoint one of its members as an alternate member to the upper-tier Council, to act in place of one of its Regional Councillors who is unable to attend a meeting.

While the Region of Peel has not yet implemented a procedure around the attendance of an alternate member, the City of Brampton has appointed Councillor Jeff Bowman as its alternate member and notification of that appointment was received at the January 11, 2018 Regional Council meeting.

4. APPROVAL OF AGENDA

Moved by Councillor Mahoney,
Seconded by Councillor Shaughnessy;

That Enterprise Programs and Services – Item 11.5 listed on the January 25, 2018 Regional Council agenda, be withdrawn;

And further, that the agenda for the January 25, 2018 Regional Council meeting include a copy of a resolution and report from the City of Mississauga regarding the Ward 1 Vacancy, to be dealt with under Items Related to Enterprise Programs and Services - Item 12.1;

And further, that the agenda for the January 25, 2018 Regional Council meeting be approved, as amended.

Carried 2018-35

Councillor Parrish advised that staff from the City of Mississauga would be delegating to a future meeting of Regional Council to discuss issues with the GTAA including the potential implications of airport privatization for the Region of Peel and the City of Mississauga.

Councillor Crombie arrived at 9:41 a.m.

Additional Item 12.1 was dealt with.

- 12.1. **Diana Rusnov, Director, Legislative Services and City Clerk, City of Mississauga**, Letter dated January 24, 2018, Providing a Copy of City of Mississauga Council Resolution 0018-2018 and report titled “Declaration of Vacancy – Ward 1 Councillor”

Received 2018-36

See also Resolutions 2018-35 and 2018-37

Moved by Councillor Crombie,
Seconded by Councillor Moore;

Whereas Section 259 (1) (h) of the *Municipal Act, 2001*, as amended, states that the office of a member of council of a municipality becomes vacant if the member dies;

And whereas, the passing of Councillor J. Tovey has created such a vacancy;

And whereas, the City of Mississauga has provided to the Region of Peel a copy of City of Mississauga Resolution Number 0018-2018 in which the position of Councillor for Ward 1 was declared vacant;

Therefore be it resolved, that the Regional Council seat of the late Councillor J. Tovey be declared vacant.

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|--|---|--------------------|
| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 19 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; M. Medeiros; A. Thompson | 4 |

Carried 2018-37

See also Resolutions 2018-35 and 2018-36

5. DELEGATIONS

5.1. **Catherine Soplet, Founder, Building Up Our Neighbourhoods and Member, Peel Poverty Action Group; and Sara Singh, Founder and Executive Director, Broadening Horizons,** Regarding the 10-Year Anniversary of the Peel Youth Charter and Seeking Continued Endorsement

Received 2018-38

See also Resolution 2018-39

Moved by Councillor Saito,
Seconded by Councillor Ras;

That the endorsement of the Peel Youth Charter be renewed;

And further, that the Regional Chair, on behalf of Regional Council, sign the Peel Youth Charter in 2018;

And further, that the request of the Peel Poverty Action Group and Building Up Our Neighbourhood to install the Youth Charter in locations throughout Regional facilities be endorsed;

And further, that the Region of Peel Co-Chair of Peel Poverty Reduction Strategy be authorized to sign the Peel Youth Charter in 2018 along with other civic partners.

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|--|---|--------------------|
| In Favour | J. Bowman★; G. Carlson; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 18 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | B. Crombie; J. Downey; A. Groves; M. Medeiros; A. Thompson | 5 |

Carried 2018-39

See also Resolution 2018-38

Catherine Soplet, Founder, Building Up Our Neighbourhoods and Member, Peel Poverty Action Group, and Sara Singh, Founder and Executive Director, Broadening Horizons, recognized the 10 year anniversary of the Peel Youth Charter, which was developed as a result of recommendations from the Peel Youth Violence Prevention Committee 2006 report titled

“Toward a Bright Future for Peel Youth”. Eleven civic partners, including the Region of Peel, endorsed the Charter and in doing so, committed to use best efforts to ensure the safety, health and education and future employment of Peel’s youth.

The delegates requested that Regional Council continue its endorsement of the Peel Youth Charter and authorize the Regional Chair to sign the Charter, along with other civic partners. They further requested that the Peel Youth Charter be displayed in all Region of Peel offices and service delivery locations by the end of the current term of Regional Council.

5.2. **Lynn Ward, Executive Director; and Lucy Cameron, Board President, Armagh**
Providing an Overview of Armagh’s Services, Programs and Outcomes

Received 2018-40

See also Resolution 2018-41

Lynn Ward, Executive Director and Lucy Cameron, President, Armagh, advised that Armagh provides the only transitional supportive housing in the Region of Peel for women and children who have fled an abusive environment and the number of referrals it receives exceeds its capacity. Lynn Ward noted that Armagh provides a variety of services including supportive counselling, legal supports, transportation support for safety and security, and life skills for independent living. Families continue to receive after-care support services from Armagh for as long as the families require it.

The delegates requested the support of Regional Council to increase Armagh’s capacity and create an additional 10 new two-bedroom units and programming space at its current location.

In response to a question from Councillor Ras, Lynn Ward advised that in 2014, Armagh implemented a children’s program called “Paws to Read” to assist with literacy skills by having children read to therapeutic dogs.

Councillor Ras noted that the funding recommended in the report listed as 9.1 on the January 25, 2018 Regional Council Agenda include funds for the new development and operational costs.

The Commissioner of Human Services was requested by Councillor Jeffrey to include a long term plan for the provision of transitional supportive housing in Brampton for women and children who have fled an abusive environment, when reporting to a future meeting of Regional Council with an update on the Housing Plan.

Item 9.1 was dealt with.

9.1. **Armagh Transitional Housing Project, City of Mississauga, Ward 2 - Document 2016-727N**

Moved by Councillor Ras,
Seconded by Councillor Crombie;

That the contract (Document 2016-727N) for Regeneration Opportunities for New Affordable Transitional Housing be awarded to Armagh in the amount of \$5,255,862 (excluding applicable taxes), in accordance with Purchasing By-law 113-2013;

And further, that the duly authorized signing officers of the Regional Corporation execute the Regional forgivable loan agreement in the amount of \$5,255,862 with Armagh, together with any such further agreements and documents necessary or advisable to fund the development of the transitional project, all in a form satisfactory to the Commissioner of Human Services and the Regional Solicitor;

And further, that the capital budget in the amount of \$4.5 million for the development of the Armagh Transitional Housing Project (Capital Project 17-5031) be increased to \$5,255,862 with the additional \$755,862 being funded from the Housing New Development Reserve, R1160, as part of the Housing System Investment Framework;

And further, that the duly authorized signing officers of the Regional Corporation allocate Provincial Community Homelessness Prevention Initiative (CHPI) funds for a service agreement in the amount of up to \$200,000 annually (starting in 2019) with Armagh, together with any such further agreements and documents necessary or advisable to fund operational costs for the transitional project, all in a form satisfactory to the Commissioner of Human Services and the Regional Solicitor.

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| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 19 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; M. Medeiros; A. Thompson | 4 |

Carried 2018-41

See also Resolution 2018-40

6. CONSENT AGENDA

Moved by Councillor Parrish,
Seconded by Councillor Palleschi;

That the following matters listed on the January 25, 2018 Regional Council Agenda be approved under the Consent Agenda:

- 7.1. Supply and Delivery of Uniforms for Peel Regional Paramedic Services
- 7.2. Supporting Safe Sharps Disposal in Peel
- 8.1. Charles Sousa, Minister of Finance, Letter received January 2, 2018, Providing an Update on the Federal Legalization of Cannabis and Provincial Work Underway to Establish Retail and Distribution Channels for Legal Cannabis
- 11.1. 2018 Temporary Borrowing By-law to Meet Operating Expenses of the Municipality

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| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 19 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; M. Medeiros; A. Thompson | 4 |

Carried 2018-42

RESOLUTIONS AS A RESULT OF THE CONSENT AGENDA

7.1. Supply and Delivery of Uniforms for Peel Regional Paramedic Services

Moved by Councillor Parrish,
Seconded by Councillor Palleschi;

That the contracts (Document 2017-057P) for the Supply and Delivery of Uniforms for Peel Regional Paramedic Services be awarded to Carleton Uniforms Inc. in the estimated amount of \$1,326,008 and to Outdoor Outfits Limited \$148,624 (excluding applicable taxes) for a 24 month initial term, in accordance with Purchasing By-law 113-2013;

And further, that approval be granted to renew the contracts for three optional 12 month periods, subject to satisfactory performance, price and approved budget;

And further, that approval be granted to the Director of Procurement to increase this contract, in accordance with Document 2017-057P, if actual requirements exceed the estimated quantities, up to the approved budget.

Carried 2018-43

7.2. Supporting Safe Sharps Disposal in Peel

Received 2018-44

8.1. Charles Sousa, Minister of Finance, Letter received January 2, 2018, Providing an Update on the Federal Legalization of Cannabis and Provincial Work Underway to Establish Retail and Distribution Channels for Legal Cannabis

Received 2018-45

11.1. 2018 Temporary Borrowing By-law to Meet Operating Expenses of the Municipality

Moved by Councillor Parrish,
Seconded by Councillor Palleschi;

That the necessary by-law, authorizing the temporary borrowing of monies to meet 2018 operating expenses of the municipality pending receipt of revenues in accordance with section 407 of the *Municipal Act, 2001*, as amended, be presented for enactment.

Carried 2018-46

See also Resolution 2018-57

AGENDA ITEMS SUBJECT TO DISCUSSION AND DEBATE

7. ITEMS RELATED TO HEALTH

Chaired by Councillor E. Moore

7.3. Provision of Physiotherapy Services for the Region of Peel's Long Term Care Division

Moved by Councillor Palleschi,
Seconded by Councillor Jeffrey;

That the contract (Document 2017-581P) for the Provision of Physiotherapy Services for the Region of Peel's Long Term Care Division be awarded to Active Health Services (o/a Lifemark Seniors Wellness) in the estimated annual amount of \$670,836 (excluding applicable taxes), in accordance with Purchasing By-law 113-2013;

And further, that approval be granted to award the contract for four additional 12-month periods, subject to available budget, satisfactory service, and performance;

And further, that authority be granted to the Director of Procurement to increase the subject contract, if additional funding is provided by the Ministry of Health and Long-Term Care.

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| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 19 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; M. Medeiros; A. Thompson | 4 |

Carried 2018-47

7.4. **Supply of Resident Ceiling Lift Equipment, Including Accessories, Supplies, Maintenance and Repairs for the Region of Peel's Long Term Care Division**

Moved by Councillor Gibson,
Seconded by Councillor Fonseca;

That the contract (Document 2018-008N) for the Supply of Ceiling Lift Equipment Including Accessories, Supplies, Maintenance and Repairs for the Region of Peel's Long Term Care Division be awarded to Arjo Canada Inc. in the estimated annual amount of \$554,482.75 (excluding applicable taxes), in accordance with Purchasing By-law 113-2013;

And further, that approval be granted to award the contract for four additional 12 month periods, subject to available budget, satisfactory service, performance and pricing;

And further, that authority be granted to the Director of Procurement to increase this contract, if additional funding is provided by the Ministry of Health and Long-Term Care and/or approved capital budget.

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| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 19 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; M. Medeiros; A. Thompson | 4 |

Carried 2018-48

8. **COMMUNICATIONS**

This item was dealt with under Consent Agenda

9. **ITEMS RELATED TO HUMAN SERVICES**

Chaired by Councillor M. Medeiros

9.1. **Armagh Transitional Housing Project, City of Mississauga, Ward 2 - Document 2016-727N**

This item was dealt with under Resolution 2018-41

10. COMMUNICATIONS - Nil

11. **ITEMS RELATED TO ENTERPRISE PROGRAMS AND SERVICES**

Chaired by Councillor C. Fonseca

11.2. **Bill 175, Safer Ontario Act - Major Reforms to Policing**

Received 2018-49

Moved by Councillor Jeffrey,
Seconded by Councillor McFadden;

That staff be directed to prepare comments outlining the Region of Peel's concerns regarding the resources required to implement Bill 75, *Safer Ontario Act* – Major Reforms to Policing;

And further, that staff be directed to prepare a written submission and delegation to the Standing Committee on Justice's public hearings on Bill 75, scheduled for February 22 and March 1, 2018 to convey the Region of Peel's position;

And further, that a copy of the Region of Peel's submission be sent to the Association of Municipalities of Ontario.

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| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 19 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; M. Medeiros; A. Thompson | 4 |

Carried 2018-50

11.3. **“Lame Duck” Provisions – Restricted Acts After Nomination Day – Municipal Act, 2001, as amended**

Received 2018-51

11.4. **2018 Regional Municipal Election - Procedures Manual**

Received 2018-52

In response to questions from Councillor Parrish, the Regional Clerk advised that since the 2018 Municipal Election would be the first time that the Regional Chair is elected by general vote, the Regional Clerk is required by legislation to establish certain procedures and policies. The Regional Clerk confirmed that the Region's policies and procedures would not interfere with local municipal policies and procedures.

11.5. **Potential Implications of Airport Privatization for the Region of Peel**

This item was withdrawn under Resolution 2018-35

Councillor Medeiros arrived at 10:57 a.m.

11.6. **Psychological Health and Safety Program Update**

Presentation by Mary Killeavy, Director, Human Resources and Peter Dundas, Chief and Director, Peel Regional Paramedic Services; and Dave Wakely, President, OPSEU Local 227

Received 2018-53

Mary Killeavy, Director, Human Resources; Peter Dundas, Chief and Director, Peel Paramedic Services; and, Dave Wakely, President, OPSEU Local 227, provided an overview of steps that have been taken to enhance the psychological supports and protocols within Paramedic Services and the implementation of an over-arching, multi-year corporate psychological health and safety program, focused on prevention, intervention and support for employees during recovery and return to work.

In response to a question from Councillor Palleschi, Peter Dundas advised that the Ministry of Health has requested financial information related to Workplace Safety and Insurance Board claims and costs, as part of its research on trends that may result in the province funding some those costs.

Councillor Saito highlighted the importance of all Region of Peel staff being made aware of Regional Council's support for employee's mental wellbeing.

Councillor Moore suggested that consideration be given to conducting a cost analysis of a flexible benefit plan that enables employees to use their benefit coverage for the services that they need.

The Commissioner of Corporate Services was requested by Councillor Iannicca to report to a future meeting of Regional Council with information on policies and supports related to sexual harassment in the workplace.

11.7. **Amendments to the Region of Peel Procedure By-law 100-2012**

Moved by Councillor Saito,
Seconded by Councillor Shaughnessy;

That reference to alternate members in Section 1.2.17 (definition of a member) and Appendix 3 “Temporary Replacement – Alternate Members of Regional Council” of the draft Region of Peel Procedure By-law, attached as Appendix I to the report of the Commissioner of Corporate Services, titled “Amendments to the Region of Peel Procedure By-law 100-2012”, be voted on separately.

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|--|---|--------------------|
| In Favour | G. Carlson; B. Crombie; C. Fonseca; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; M. Medeiros; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 16 |
| Opposed | J. Bowman★; G. Gibson; E. Moore; M. Palleschi | 4 |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; A. Thompson | 3 |

Carried 2018-54

Moved by Councillor Saito,
Seconded by Councillor Shaughnessy;

That consideration of alternate member provisions outlined in Section 1.2.17 (definition of a member) and Appendix 3 “Temporary Replacement – Alternate Members of Regional Council” of the draft Region of Peel Procedure By-law, attached as Appendix I to the report of the Commissioner of Corporate Services, titled “Amendments to the Region of Peel Procedure By-law 100-2012”, be deferred to a future meeting of Regional Council.

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|--|---|--------------------|
| In Favour | G. Carlson; B. Crombie; C. Fonseca; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; M. Medeiros; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 16 |
| Opposed | J. Bowman★; G. Gibson; E. Moore; M. Palleschi | 4 |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; A. Thompson | 3 |

Carried 2018-55

Moved by Councillor Shaughnessy,
Seconded by Councillor Saito;

That the proposed revisions to the Region of Peel Procedure By-law 100-2012, as amended, attached as Appendix I to the report of the Commissioner of Corporate Services, titled "Amendments to the Region of Peel Procedure By-law 100-2012", as amended;

And further, that the necessary by-law be presented for enactment.

| | | |
|--|--|--------------------|
| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; N. Iannicca; J. Innis; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; M. Medeiros; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 20 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; A. Thompson | 3 |

Carried 2018-56

Councillor Saito requested deferral of the portion of the Procedure By-law related to alternate members, noting that the City of Mississauga has requested clarification from the Ministry of Municipal Affairs regarding the intent of the alternate member provisions of the *Municipal Act, 2001*, as amended.

12. COMMUNICATIONS

Additional Item - Item 12.1.

- 12.1. **Diana Rusnov, Director, Legislative Services and City Clerk, City of Mississauga**, Letter dated January 24, 2018, Providing a Copy of City of Mississauga Council Resolution 0018-2018 and report titled "Declaration of Vacancy – Ward 1 Councillor"

This item was dealt with under Resolutions 2018-36 and 2018-37

- 13. ITEMS RELATED TO PUBLIC WORKS - Nil**

- 14. COMMUNICATIONS - Nil**

- 15. OTHER BUSINESS - Nil**

- 16. NOTICES OF MOTION - Nil**

- 17. BY-LAWS**

Three Readings

By-law 7-2018: A by-law to authorize the temporary borrowing of monies to meet operating expenses of the municipality pending receipt of revenues.

Moved by Councillor Kovac,
Seconded by Councillor Palleschi;

That the by-law listed on the Regional Council agenda, being By-law 7-2018 be given the required number of readings, taken as read, signed by the Regional Chair and the Regional Clerk, and the Corporate Seal be affixed thereto.

Carried 2018-57

See also Resolution 2018-46

- 18. IN CAMERA MATTERS**

Council opted not to move into closed session to consider the following items:

- Appointment of Associate Medical Officer of Health (Personal matters about an identifiable individual, including Regional employees)

- Labour Relations (Labour relations or employee negotiations)

18.1. **Appointment of Associate Medical Officer of Health (Personal matters about an identifiable individual, including Regional employees)**

Moved by Councillor Crombie,
Seconded by Councillor Fonseca;

That Dr. Laura Bourns be appointed as temporary Associate Medical Officer of Health, effective immediately and for a period up to 18 months;

And further, that documentation be provided to the Ministry of Health and Long-Term Care to apply for funding under the Provincial Medical Officer of Health/Associate Medical Officer of Health Compensation Initiative.

| | | |
|--|---|--------------------|
| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; M. Medeiros; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 18 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; N. Iannicca; J. Innis; A. Thompson | 5 |

Carried 2018-58

18.2. **Labour Relations (Labour relations or employee negotiations)**

Moved by Councillor Parrish,
Seconded by Councillor Mahoney;

That the Collective Agreement documents for Canadian Union of Public Employees (CUPE) Local 966 be executed by the Regional Corporation's duly authorized signing officers.

| | | |
|--|---|--------------------|
| In Favour | J. Bowman★; G. Carlson; B. Crombie; C. Fonseca; G. Gibson; L. Jeffrey; J. Kovac; M. Mahoney; S. McFadden; M. Medeiros; E. Moore; M. Palleschi; C. Parrish; K. Ras; P. Saito; B. Shaughnessy; J. Sprovieri; R. Starr | Total 18 |
| Opposed | | |
| Abstain <i>(counted as a no vote)</i> | | |
| Absent <i>(from meeting and/or vote)</i> | J. Downey; A. Groves; N. Iannicca; J. Innis; A. Thompson | 5 |

Carried 2018-59

19. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

Moved by Councillor Innis,
Seconded by Councillor McFadden;

That By-law 8-2018 to confirm the proceedings of Regional Council at its meeting held on January 25, 2018, and to authorize the execution of documents in accordance with the Region of Peel by-laws relating thereto, be given the required number of readings, taken as read, signed by the Regional Chair and the Regional Clerk, and the corporate seal be affixed thereto.

Carried 2018-60

20. ADJOURNMENT

The meeting adjourned at 11:50 a.m.

Regional Clerk

Regional Chair

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| | |
|--|---|
| MEETING DATE YYYY/MM/DD 2018/02/08 | MEETING NAME Regional Council |
|--|---|

Attention: Regional Clerk
Regional Municipality of Peel
10 Peel Centre Drive, Suite A
Brampton, ON L6T 4B9
Phone: 905-791-7800 ext. 4582 Fax: 905-791-1693
E-mail: council@peelregion.ca

| |
|--|
| REQUEST DATE YYYY/MM/DD 2018/01/12 |
|--|

| |
|--|
| NAME OF INDIVIDUAL(S) Jeffrey Abrams |
|--|

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|---------------------------------------|
| POSITION/TITLE Co-Principal |
|---------------------------------------|

| |
|---|
| NAME OF ORGANIZATION Principles Integrity |
|---|

| | | | |
|---|---|-----------|------------|
| E-MAIL postoffice@principlesintegrity.org | TELEPHONE NUMBER (647) 259-8697 | EXTENSION | FAX NUMBER |
|---|---|-----------|------------|

| |
|---|
| NAME OF INDIVIDUAL(S) Janice Atwood-Petkovski |
|---|

| |
|---------------------------------------|
| POSITION/TITLE Co-Principal |
|---------------------------------------|

| |
|---|
| NAME OF ORGANIZATION Principles Integrity |
|---|

| | | | |
|---|---|-----------|------------|
| E-MAIL postoffice@principlesintegrity.org | TELEPHONE NUMBER (647) 259-8697 | EXTENSION | FAX NUMBER |
|---|---|-----------|------------|

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|---|
| REASON(S) FOR DELEGATION REQUEST (SUBJECT MATTER TO BE DISCUSSED) Introduction to Regional Council as the Region of Peel Integrity Commissioner and Lobbyist Registrar. |
|---|

I AM SUBMITTING A FORMAL PRESENTATION TO ACCOMPANY MY DELEGATION YES NO

IF YES, PLEASE ADVISE OF THE FORMAT OF YOUR PRESENTATION (ie POWERPOINT)

Note:
Delegates are requested to provide an electronic copy of all background material / presentations to the Clerk's Division at **least seven (7) business days prior** to the meeting date so that it can be included with the agenda package. **In accordance with Procedure By-law 100-2012, as amended, delegates appearing before Regional Council or Committee are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).**
Delegates should make every effort to ensure their presentation material is prepared in an [accessible format](#).
Once the above information is received in the Clerk's Division, you will be contacted by Legislative Services staff to confirm your placement on the appropriate agenda. Thank you.

Notice with Respect to the Collection of Personal Information
(Municipal Freedom of Information and Protection of Privacy Act)

Personal information contained on this form is authorized under Section IV-4 of the Region of Peel Procedure By-law 100-2012 as amended, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Regional Council or a Committee of Council. The Delegation Request Form will be published in its entirety with the public agenda. The Procedure By-law is a requirement of Section 238(2) of the *Municipal Act, 2001*, as amended. Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. All Regional Council meetings are audio broadcast via the internet and will be video broadcast on the local cable television network where video files will be posted and available for viewing subsequent to those meetings. Questions about collection may be directed to the Manager of Legislative Services, 10 Peel Centre Drive, Suite A, 5th floor, Brampton, ON L6T 4B9, (905) 791-7800 ext. 4462.

FOR OFFICE USE ONLY

| | |
|--|---|
| MEETING DATE YYYY/MM/DD 2018/02/08 | MEETING NAME Regional Council |
|--|---|

Attention: Regional Clerk
Regional Municipality of Peel
10 Peel Centre Drive, Suite A
Brampton, ON L6T 4B9
Phone: 905-791-7800 ext. 4582 Fax: 905-791-1693
E-mail: council@peelregion.ca

| |
|--|
| DATE SUBMITTED YYYY/MM/DD 2018/01/29 |
|--|

| |
|---|
| NAME OF INDIVIDUAL(S) JANICE M. BAKER |
|---|

| |
|---|
| POSITION/TITLE City Manager and CAO |
|---|

| |
|--|
| NAME OF ORGANIZATION City of Mississauga |
|--|

| | | | |
|--|---|-----------|-------------------------------------|
| E-MAIL janice.baker@mississauga.ca | TELEPHONE NUMBER (905) 896-5550 | EXTENSION | FAX NUMBER (905) 615-3376 |
|--|---|-----------|-------------------------------------|

| |
|-----------------------|
| NAME OF INDIVIDUAL(S) |
|-----------------------|

| |
|----------------|
| POSITION/TITLE |
|----------------|

| |
|----------------------|
| NAME OF ORGANIZATION |
|----------------------|

| | | | |
|--------|------------------|-----------|------------|
| E-MAIL | TELEPHONE NUMBER | EXTENSION | FAX NUMBER |
|--------|------------------|-----------|------------|

| |
|--|
| REASON(S) FOR DELEGATION REQUEST (SUBJECT MATTER TO BE DISCUSSED) UPDATE ON GTAA MATTERS |
|--|

I AM SUBMITTING A FORMAL PRESENTATION TO ACCOMPANY MY DELEGATION YES NO

IF YES, PLEASE ADVISE OF THE FORMAT OF YOUR PRESENTATION (ie POWERPOINT) **Powerpoint**

Note:

Delegates are requested to provide an electronic copy of all background material / presentations to the Clerk's Division at **least seven (7) business days prior** to the meeting date so that it can be included with the agenda package. **In accordance with Procedure By-law 100-2012, as amended, delegates appearing before Regional Council or Committee are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).**

Delegates should make every effort to ensure their presentation material is prepared in an [accessible format](#).

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The GTAA and the City of Mississauga

Presented by: Janice Baker, City Manager and Chief Administrative Officer, City of Mississauga

Purpose of Presentation

- to update Regional Council on current status of key matters involving the GTAA and the City of Mississauga, including privatization

Overview

1. The constitutional framework and the City's limited powers to regulate the GTAA – no taxation power
2. Past litigation and issues between the City and the GTAA – City and Region
3. DCs – City and Region
4. City/GTAA Liaison Committee and Third-Party Developments – City and Region
5. The Stormwater Charge and current litigation
6. PILT – City and Region
7. Regional Transit Centre (RTC)
8. Privatization

Federal Property / Undertakings in Mississauga

GTAA

**Canada
Post**

Railways

**Broadcasting/
Telecom**

**Canada Lands
Company (not a
Crown Agency)**

**s.125 -- No Lands or Property belonging to
Canada or any Province shall be liable to Taxation.**

Mississauga (City) v. GTAA (2000), 50 O.R. (3d) 641 (C.A.)

Respecting significant airport expansion in 1997, including a new terminal building, three new runways and a new air traffic control tower at a cost of \$4.4 billion.

Held:

1. No development charges because the terminal project was part of a federal undertaking; and
 2. Apply for PILT to compensate for DCs.
- The Region received payment of \$4,121,100 in 2006.
 - The matter of City DCs has still not been heard: tribunal members' terms have expired and their replacements have yet to be appointed.

City of Mississauga v. Canada, 2011 FC 162

The GTAA argued existing PILT payments covered property taxes owed by their tenants, so no property tax was owed.

Held: Airport lands occupied directly by the GTAA are exempt from taxation, but portions occupied by third-party tenants (other than federal undertakings) are liable to pay property taxes – City and Region

DCs, Development and the GTAA

- 1996 lease between GTAA and Transport Canada requires the GTAA to negotiate an agreement with the City in good faith so the development on excess lands is “in harmony” with surrounding land uses.
- Sept 20/07 – efforts began to reach an agreement on payment of DCs by third party developers on airport lands
- Air Canada Flight Training facility
 - Agreement fully executed; DC payment received by City (\$455k) & Region (\$402K) in April 2008

- No further interest expressed by GTAA to move to generalized agreement with City that outlines protocols for the collection of DCs and a dispute resolution process
- ALT (Group Germain) Hotel
 - Region \$161,000, City \$148,000
- Toyotoshi Auto Mall
 - Agreed to pay DC's under September 2010 rates
 - Region \$1.2M, City \$1.5M
 - Construction began in 2016
- Panattoni Property Management
 - Paid \$6.8M but owe \$12.4M
- Tim Hortons and potentially others have paid nothing despite building and operating on GTAA lands

City / GTAA Liaison Committee - Third Party Developments

- Early 2015 - City and GTAA staff agree that third party developments should proceed through the (DARC) Development Application Review Committee in order to receive preliminary City and outside agency comments (including the Region).
- 2016 – GTAA and City exchange draft protocol related to third party developments at the airport to the City.
- The GTAA has not responded to the request for comments on the City's draft and no further liaison committee meetings have been held, despite City outreach.

GTAA and the Stormwater Charge

Background:

- GTAA has been engaged in the development of the City's Stormwater charge since 2012
- S. 391 *Municipal Act, 2001* provides the legal authority for the stormwater charge
- GTAA staff met with Councillors individually in September 2015 and staff meetings held in 2015-16
- December 14, 2016 Legal filed a Statement of Claim as GTAA refused to pay
- Over \$5M outstanding

GTAA PILT

- Ontario Regulation 282/98 provides the passenger rates for each Authority
- Rates have remained the same since 2001
- Capped at 5% increase; no cap on decreases
- Based on passenger traffic only, no recognition for cargo traffic

| AUTHORITY | Passenger Rate |
|--|----------------|
| Greater London International Airport Authority | \$1.66998 |
| Greater Toronto Airports Authority | \$0.94029 |
| Ottawa International Airport Authority | \$1.07735 |
| Thunder Bay International Airports Authority | \$0.55403 |
| Toronto Port Authority * | \$0.94029 |

* Effective 2013

2017 PILT – Comparison of Calculation Methods

| Formula | Passenger Count | City | Region | Education | Total |
|--|-----------------|----------|----------|-----------|----------|
| Existing Calculation: Latest published Stats Canada Passenger Info (2014 Passenger Count) & Capped | 37,457,812 | \$ 25.2M | \$ 9.4M | | \$ 34.6M |
| Cap Removed: Latest published Stats Canada Passenger Info (2014 Passenger Count) | 37,457,812 | \$ 25.4M | \$ 9.6M | | \$ 35.0M |
| More Current Passenger Count and Cap Removed: 2016 Passenger Count and No Cap | 42,798,957 | \$ 29.1M | \$ 10.9M | | \$ 40.0M |

Regional Transit Centre (RTC)

- Announced February 2017
- Connect the airport area to key employment and residential areas through multiple existing and planned transit routes
- Serve as airport passenger processing, including security screening
- RFP for design/phasing to be awarded early November
- First Phase open in 2027
- Details/location not known



Privatization Concerns

- No Canada Airports Act or National Airports Policy to regulate relationship with municipalities or limit activities to airport operations
- City/Region impact – tax, land use, expansion (operations and non-airport commercial), municipal infrastructure
- Foreign ownership potential impact

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**ITEMS RELATED TO
PUBLIC WORKS**

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For Information

DATE: January 29, 2018

REPORT TITLE: **REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)**

FROM: Janette Smith, Commissioner of Public Works

OBJECTIVE

To provide a progress update on achieving Regional Official Plan outcomes.

REPORT HIGHLIGHTS

- The Regional Official Plan guides land-use planning decisions in Peel and is a significant tool for implementing elements of the Region's Strategic Plan.
- The 'Regional Official Plan: Measuring and Monitoring Report (2017)' measures 36 indicators across three theme areas: Natural Environment, Built Environment and Resources. The purpose is to understand progress towards outcomes of the Regional Official Plan policies.
- Although external factors beyond planning policy can influence outcomes, results indicate that regional planning objectives are being supported by policy, but also highlight areas where further review and improvements to policy are needed to better achieve outcomes.
- The outcome indicators and related data provide important insights and inputs for the ongoing Peel 2041 Official Plan Review and the development of policies.
- Staff will continue to monitor and refine the indicators as well as enhance awareness of the outcomes of Region of Peel Official Plan policies.

DISCUSSION
1. Background

The Region of Peel Official Plan has been adopted by Council and is approved under the *Planning Act* with policies consistent with Provincial requirements to guide growth and development in the region.

The Regional Official Plan provides a long-term framework for guiding decisions on growth and development, including those related to the environment, natural resources, employment, health and housing. In addition, the Regional Official Plan Performance Measurement Program, established through Regional Official Plan Amendment 25 (2010), provides direction to review and update performance indicators on a regular basis and report on progress in meeting the goals and objectives in the Regional Official Plan.

REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)

The Province's land use planning framework also requires municipalities to monitor and report on the implementation of official plan policies, in accordance with reporting requirements, data standards and other guidelines.

The Regional Official Plan Measuring and Monitoring Report (2017) (the "Report") provides a progress update on achievement of planning outcomes related to the objectives and policies of the Regional Official Plan. Regional staff has consulted with local municipal and conservation authority staff during the development of the Report and has shared results of the analysis in the final report.

A copy of the Report is available from the Office of the Regional Clerk for viewing.

2. Region of Peel Official Plan: Measuring and Monitoring Report and Themes

The Regional Official Plan is an important tool for implementing elements of the Region's Strategic Plan and supports implementation of a range of other Regional programs and services. Thirty six (36) indicators have been identified to monitor the effectiveness of policies. These indicators are organized under three key theme areas of Natural Environment, Built Environment and Resources, enabling the tracking of a number of planning policy objectives.

- **Natural Environment:** this theme includes indicators that report on the health and quality of the natural environment with a focus on natural heritage, air quality and climate change. Together, these indicators provide monitoring information related to climate change and the state of the various components that make up the natural environment in the Region.
- **Built Environment:** this theme includes indicators that provide information on the Region's growth management requirements under Provincial policy as well as broader planning goals and objectives in achieving complete and healthy communities, including measures related to intensification, greenfield development, housing and employment. Together, these indicators provide monitoring information on the changing built environment of the Region as it continues to support a growing population and employment base.
- **Resources:** this theme includes indicators that address components of the natural and physical environment in the Region including agricultural lands, mineral aggregate resources and water resources. The measures also report on the Region's health from a watershed perspective, ensuring the health of the ecosystem is tracked at an appropriate scale.

3. Interpreting and Monitoring Results

Monitoring indicators have been selected to provide information relevant to measuring the outcomes of Regional Official Plan policy, using best available data. The monitoring framework provides the opportunity to systematically benchmark and measure the performance of policy across themes, recognizing a limitation that Regional Official Plan policies are only one of many factors influencing outcomes. External factors play a major role in achieving outcomes.

7.1-3





REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)

In terms of selecting indicators and interpreting results, data availability is also a limiting factor. For instance, data may be collected every few years (for example, when Census information is released) thus limiting comparison across intervening years, or is difficult to collect comprehensively across the Region due to availability, resource requirements and comparability.

While taking into account these limitations, significant effort has been undertaken to identify indicators and data sources that can be used consistently for further analysis in future years.

4. Regional Official Plan: Measuring and Monitoring Report (2017) Results

For each of the indicators, a general performance rating was assigned to identify progress. These are illustrated below:

-  Measure indicates that sufficient progress is being made to realize the intent of Regional Official Plan policies
-  Measure indicates that while progress is being made, it is insufficient to realize the intent of Regional Official Plan policies
-  Measure indicates that no or minimal progress is being made to realize the intent of Regional Official Plan policies
-  Not enough information at this time

The chart in Appendix I provides a summary of the performance of the indicators, organized by the three general theme areas. A detailed summary of each indicator, including baseline data, references to applicable Regional Official Plan policies, and analysis on progress is provided in the Report. A peer review of the monitoring framework was undertaken by Gladki Planning Associates to validate ratings, indicator summaries and the overall approach developed to monitor the Plan.

Generally, the indicators demonstrate that the Region continues to be successful in achieving its Regional Official Plan policy objectives. A summarized analysis of findings is provided below.

Natural Environment

The indicators selected to measure the health and quality of the natural environment include measures related to air quality, greenhouse gas emissions, and the greenlands system.

Results indicate that overall, policies adopted by the Region have contributed to the protection and restoration of the natural environment and that opportunities exist to further improve natural heritage system identification, restoration and enhancement through policy in the Regional Plan. However, with the predicted impacts from climate change, the results also highlight the need to update information on community wide greenhouse gas emissions in Peel and to develop new policy to address the mitigation of greenhouse gases and better adapt the Region to a changing climate. There is no one specific section of the Regional Official Plan that can be updated to address climate change in its entirety. Multiple sections of the Plan will need to include new or updated policy direction, including policies related to the natural environment, resources, growth management, transportation, energy and Regional services.

REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)

Recent updates to Provincial policy include direction to identify, map and protect natural heritage systems and to reduce the impacts of climate change through land use planning. These will be addressed in the current five year review of the Regional Official Plan (Peel 2041) along with the continued monitoring of outcomes.

Built Environment

The indicators selected to measure the policy outcomes in Peel's built environment include measures related to growth management, complete and healthy communities, and housing affordability.

Results indicate that progress is being made on community planning objectives as more development is occurring through intensification (2016 intensification rate is 46 percent) and new communities are being built at higher densities than previously (e.g. Mayfield West Phase 1 planned to provide 68.2 people and jobs/hectare). Examples of intensification can be seen in Downtown Mississauga and increasingly in communities such as Erin Mills, Downtown Brampton and the Queen Street Corridor. Initial results indicate the Region is progressing towards more complete communities and that it is important to continue to plan to achieve targets and monitor results to ensure that the policy direction for growth continues to evolve and improve over time.

Lastly, results indicate that although greater numbers of Peel households live in ownership housing, generally considered a positive outcome, it is clear that housing affordability continues to be a challenge and there is insufficient new rental housing supply to meet needs. New policy, tools and programs will be considered in the review of the Regional Official Plan and through renewal of the Peel Housing and Homelessness Plan to address the issue of housing affordability.

Resources

The indicators selected to measure the health of resource sectors include measures related to water, agriculture and aggregates.

Results indicate that resource planning objectives related to agriculture and aggregates are being met, but highlight opportunities for continued resource protection and further rehabilitation, including the need to update policy direction for comprehensive rehabilitation planning for aggregates. Monitoring results related to aggregates rehabilitation indicate there are opportunities to further reduce the gap between site rehabilitation and disturbance.

Results for watershed health are consistent with monitoring and reporting by Conservation Authorities in the region and indicate stressed conditions, especially in urbanized watersheds. Improvements in the implementation of water resource policy as well as updates to policy in line with new provincial direction for water resource planning related to watershed planning and stormwater management will be addressed in the current five year review of the Regional Official Plan along with the continued monitoring of outcomes.

REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)

5. Next Steps

The Official Plan outcome indicators and related data provide important information for the five year review of the Regional Official Plan (Peel 2041 Official Plan Review). The Official Plan is required to be reviewed every five years to conform to Provincial plans, legislation and policies, and to address planning issues affecting the Region. Peel 2041 includes a number of focus areas that will comprehensively review and update policies across themes including growth management, transportation, housing, health and the built environment, greenlands system and water resources.

Results from the monitoring are being incorporated into the background research, discussion papers and policies that are being developed for Peel 2041. The monitoring work will provide a basis and support for Regional Official Plan amendments in identified areas. The monitoring work also supports ongoing growth management initiatives and related corporate planning initiatives including the Growth Management Strategy, Employment Strategy, Long Range Transportation Plan, and Peel Housing and Homelessness Plan. The results of the monitoring report will be shared with the Province to fulfill Growth Plan monitoring direction and staff will continue to review indicators and report to Council on a regular basis.



CONCLUSION

Through extensive research staff identified 36 indicators across three key theme areas to understand the impact and effectiveness of the Region of Peel Official Plan. Overall, the indicators suggest that the Region is achieving progress in key areas with some identified opportunities to improve selected policies to contribute towards achieving outcomes aligned to the Region's Strategic Plan and Provincial planning requirements.

REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)

Staff will continue to review and monitor the full scope of land-use planning related indicators to understand the performance of the Regional Official Plan and utilize them to inform future Official Plan Amendments.



Janette Smith, Commissioner of Public Works

Approved for Submission:



D. Szwarc, Chief Administrative Officer

APPENDICES

Appendix I – Region of Peel Official Plan Measuring and Monitoring Report (2017) Summary Chart

For further information regarding this report, please contact Arvin Prasad, RPP, MCIP, Director, Integrated Planning, (905) 791-7800 x4251 or arvin.prasad@peelregion.ca.




Authored By: Derek Lau, RPP, MCIP and Indro Bhattacharyya, MSc, RPP, MCIP

Reviewed in the workflow by:

Financial Support Unit

REGIONAL OFFICIAL PLAN: MEASURING AND MONITORING REPORT (2017)

REGION OF PEEL OFFICIAL PLAN – SUMMARY OF TRACKING AND PERFORMANCE INDICATORS

| Natural Environment  | Indicators | | Progress | |
|--|--|--|------------------------------------|---|
| | Natural Environment | Air Quality and Climate | Community Greenhouse Gas Emissions | ● |
| Corporate Greenhouse Gas Emissions | | | ● | |
| Air Quality | | | ● | |
| Greenlands System | | Protection | ● | |
| | | Restoration | ● | |
| | | Urban Tree Canopy Cover | ● | |
| Built Environment  | Growth Management | Population in Peel | ● | |
| | | Employment in Peel | ● | |
| | | Urban Growth Centre Density | ● | |
| | | Designated Greenfield Area Density | ● | |
| | | Residential Intensification Rate | ● | |
| | | Designated Greenfield Area Land Supply | ● | |
| | | New Housing Supply by Type | ● | |
| | Complete and Healthy Community | Balance of Jobs and People | ● | |
| | | Modal Split | ● | |
| | | Vehicle Kilometres Travelled | ● | |
| | | Residing Near Public Transit | ● | |
| | Housing | Housing Tenure | ● | |
| | | Official Plan New Housing Supply Targets | ● | |
| | | Purpose-Built Rental Supply | ● | |
| | | New Social Housing Supply | ● | |
| | | Ownership Housing Supply | ● | |
| | | Affordable Ownership Housing Supply | ● | |
| | | Affordability of Ownership Housing | ● | |
| | Resources  | Water | Water Quality for Aquatic Health | ● |
| | | | Surface Water Quantity | ● |
| | | | Groundwater Quantity | ● |
| Flood Risk | | | ● | |
| Impervious Surfaces | | | ● | |
| Stormwater Management | | | ● | |
| Agriculture | | Agriculture Production and Number of Farms | ● | |
| | | Conversion of Prime Agricultural Area | ● | |
| | | On-Farm Diversification | ● | |
| Aggregates | | Disturbance and Rehabilitation | ● | |
| | | Total Annual Aggregate Production | ● | |
| | | Resource Extraction Land Availability | ● | |

Legend:

- Measure indicates that sufficient progress is being made to realize the intent of Regional Official Plan policies
- Measure indicates that while progress is being made, it is insufficient to realize the intent of Regional Official Plan policies
- Measure indicates that no or minimal progress is being made to realize the intent of Regional Official Plan policies
- Not enough information at this time



Regional Official Plan

Measuring and Monitoring Report (2017)

Regional Council
February 8, 2018



Outline of Presentation

- Background and Purpose
- Regional Official Plan Measuring and Monitoring Report Results
- Use of monitoring information
- Next Steps

Official Plan Goals

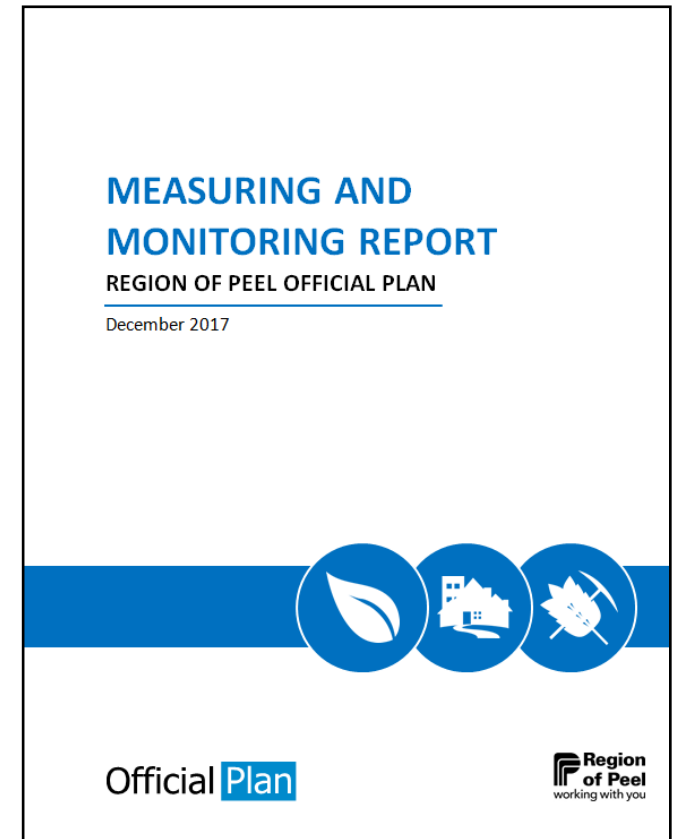
- **Healthy** and **sustainable** communities
- Recognize, preserve, restore and enhance the **ecosystem**
- Recognize the importance of the **economy** and **manage and stage growth** and development in accordance with the financial goals and **fiscal sustainability** of the Region



Purpose of the Measuring and Monitoring Report

Drivers

- Regional Official Plan requirement
- Addresses new Growth Plan indicators and Provincial direction on monitoring
- Supports Growth Management Strategy
- Informs Peel 2041 policy review



Performance vs. Tracking Measures



Performance Indicators

- Indicators that have targets
- Measures performance relative to quantified target



Tracking Indicators

- Indicators that do not have targets
- Measures performance relative to benchmark either quantitatively or qualitatively
- Measures direction of performance relative to intended goal

Themes and Indicators

Built Environment

- **Growth Management**
 - Population & Employment
 - UGC & Greenfield Density
 - Intensification Rate & New Housing Supply by Type
- **Complete and Healthy Community**
 - Balance of Jobs and People
 - Modal Split & VKT
 - Population & Transit Service
- **Housing**
 - Housing Tenure
 - Purpose-built Rental Supply
 - New Affordable Rental Housing Supply
 - Affordable Ownership Housing Supply


Natural Environment

- **Air Quality and Climate**
 - Community Greenhouse Gas Emissions
 - Corporate Greenhouse Gas Emissions
 - Air Quality
- **Greenlands System**
 - Natural Heritage System Protection
 - Natural Heritage System Restoration
 - Urban Tree Canopy Cover

Resources

- **Water**
 - Water Quality & Quantity
 - Impervious Surfaces
 - Flooding
 - Stormwater Management
- **Agriculture**
 - Agricultural Production & Number of Farms
 - Conversion of Prime Agricultural Area
 - On-Farm Diversification
- **Aggregates**
 - Disturbance & Rehabilitation
 - Aggregate Production
 - Extraction Land Availability

Highlights – Built Environment

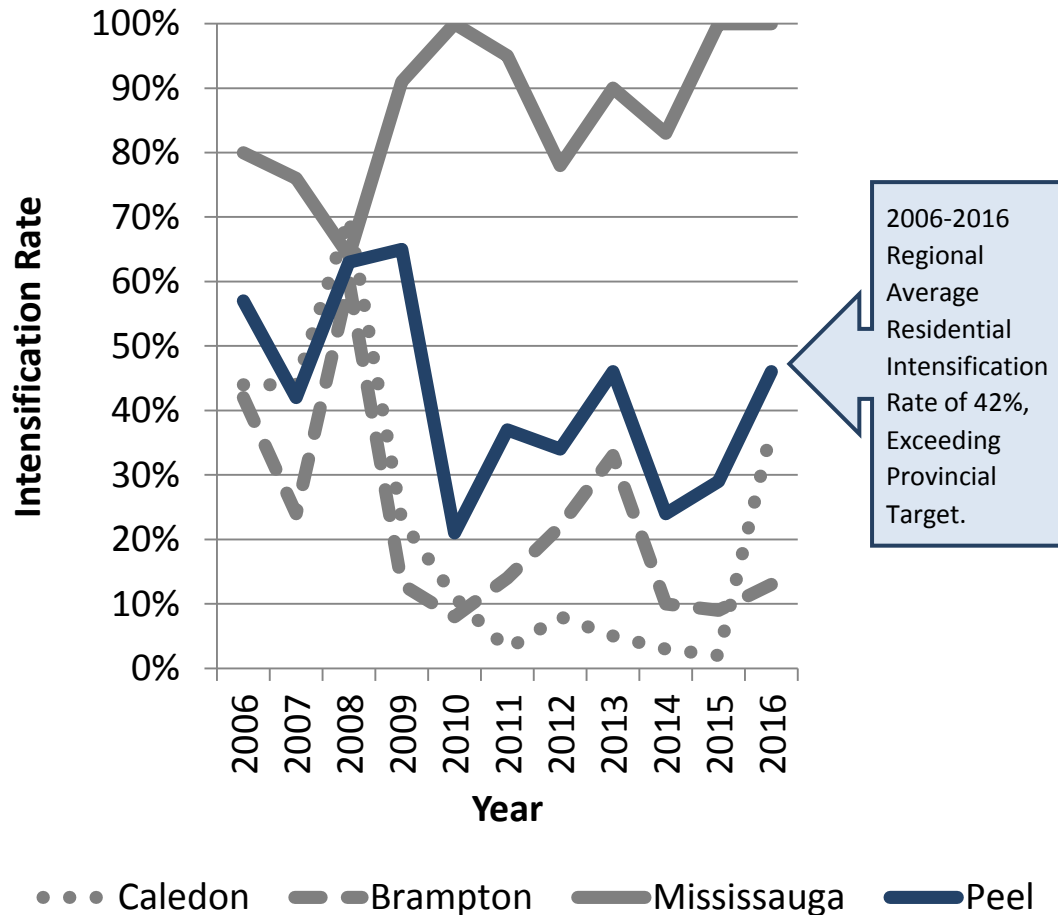
| Built Environment  | Indicators | | Progress |
|--|---------------------------------------|--|--------------------|
| | | Growth Management | Population in Peel |
| | | Employment in Peel | ● |
| | | Urban Growth Centre Density | ● |
| | | Designated Greenfield Area Density | ● |
| | | Residential Intensification Rate | ● |
| | | Designated Greenfield Area Land Supply | ● |
| | | New Housing Supply by Type | ● |
| | Complete and Healthy Community | Balance of Jobs and People | ● |
| | | Modal Split | ● |
| | | Vehicle Kilometres Travelled | ● |
| | | Residing Near Public Transit | ● |
| | Housing | Housing Tenure | ● |
| | | Official Plan New Housing Supply Targets | ● |
| | | Purpose-Built Rental Supply | ● |
| | | New Social Housing Supply | ● |
| | | Ownership Housing Supply | ● |
| | | Affordable Ownership Housing Supply | ● |
| | | Affordability of Ownership Housing | ● |

Legend:

- Measure indicates that sufficient progress is being made to realize the intent of Regional Official Plan policies
- Measure indicates that while progress is being made, it is insufficient to realize the intent of Regional Official Plan policies
- Measure indicates that no or minimal progress is being made to realize the intent of Regional Official Plan policies
- Not enough information at this time

Built Environment – Intensification Rate

Annual Residential Intensification Rate



- Residential intensification plays a key role in creating compact communities
- Targets are set by the Province and the Region of Peel
- Meeting targets is partly dependent on market conditions and development opportunities
- Overall, the average intensification rate since 2006 has met the target, and currently meets the ROP target in 2016

Built Environment – Outcomes Summary

- **Growth Management**

Three of seven indicators identify areas of opportunity to plan for more complete and compact communities (Urban Growth Centre and Designated Greenfield Area Density, and Residential Intensification Rates).


- **Complete and Healthy Community**

Employment opportunities and mobility must continue to improve in the Region of Peel.

- **Housing**

Both affordable rental and ownership housing is a significant concern in Peel, as targets set out in the Official Plan are not being met. Overall, rental stock is minimal and not increasing.

Highlights – Natural Environment

| Natural Environment  | Indicators | | Progress |
|--|-------------------------|------------------------------------|----------|
| | Air Quality and Climate | Community Greenhouse Gas Emissions | |
| Corporate Greenhouse Gas Emissions | | | ● |
| Air Quality | | | ● |
| Greenlands System | Protection | | ● |
| | Restoration | | ● |
| | Urban Tree Canopy Cover | | ● |

Legend:

- Measure indicates that sufficient progress is being made to realize the intent of Regional Official Plan policies
- Measure indicates that while progress is being made, it is insufficient to realize the intent of Regional Official Plan policies
- Measure indicates that no or minimal progress is being made to realize the intent of Regional Official Plan policies
- Not enough information at this time

Natural Environment – Outcomes Summary

- **Greenhouse Gas Emissions**

The consequences of climate change are a significant concern; further action is required including the implementation of Growth Plan policies to help reduce greenhouse gas emissions over the long term.

- **Air Quality**

Improvements have been recorded over the past ten years, but further improvements require action from all levels of government. Active transportation and building compact, walkable communities will help improve air quality.

- **Greenlands System**

Natural heritage areas have been identified and protected in the Official Plan, but there are opportunities for stronger implementation.

Highlights – Resources

| Resources | Indicators | | Progress |
|-----------|-------------|--|----------------------------------|
| | | Water | Water Quality for Aquatic Health |
| | | Surface Water Quantity | ● |
| | | Groundwater Quantity | ● |
| | | Flood Risk | ● |
| | | Impervious Surfaces | ● |
| | | Stormwater Management | ● |
| | Agriculture | Agriculture Production and Number of Farms | ● |
| | | Conversion of Prime Agricultural Area | ● |
| | | On-Farm Diversification | ● |
| | Aggregates | Disturbance and Rehabilitation | ● |
| | | Total Annual Aggregate Production | ● |
| | | Resource Extraction Land Availability | ● |

Legend:

- Measure indicates that sufficient progress is being made to realize the intent of Regional Official Plan policies
- Measure indicates that while progress is being made, it is insufficient to realize the intent of Regional Official Plan policies
- Measure indicates that no or minimal progress is being made to realize the intent of Regional Official Plan policies
- Not enough information at this time

Resources – Outcomes Summary

- **Water**

Four of six indicators identify areas of opportunity for policy improvement (water quality, impervious surface, flood risk, and stormwater management).

- **Agriculture**

The redesignation of agricultural lands for urban uses has been reduced over time.

- **Aggregates**

Aggregates production in licensed operations continues to supply aggregates to the local market and high potential mineral aggregates resource areas are identified and protected in accordance with provincial policy, but gaps exist in the rehabilitation of licensed sites

Ongoing Use and Next Steps

- Incorporate monitoring results in background research, discussion papers and policy development to update Regional Official Plan (Peel 2041)
- Continue role supporting ongoing growth management-related initiatives, *e.g.*,
 - Growth Management Strategy
 - Peel Housing and Homelessness Plan
 - Employment Strategy
 - Long Range Transportation Plan
 - Healthy Development Assessment Implementation
- Provide monitoring results to Province to fulfill Growth Plan monitoring direction
- Continue to review indicators and update reporting as data becomes available

DATE: January 26, 2018

REPORT TITLE: **ENGINEERING SERVICES FOR THE RECONSTRUCTION OF THE GORE ROAD, FROM QUEEN STREET EAST TO REGIONAL ROAD 50 CAPITAL PROJECTS 10-4070 AND 15-4080 DOCUMENT NUMBER 2010-224P CITY OF BRAMPTON, WARD 8**

FROM: Janette Smith, Commissioner of Public Works

RECOMMENDATION

That the contract (Document 2010-224P) for engineering services for the reconstruction of The Gore Road from Queen Street East to Regional Road 50, in the City of Brampton, between the Region of Peel and SNC Lavalin Incorporated (SNC) be extended in the estimated amount of \$686,083 for a total contract commitment of \$2,630,743 (excluding applicable taxes) to complete additional engineering and construction administration and inspection services under Capital Projects 10-4070 and 15-4080, in accordance with Purchasing By-law 113-2013.

REPORT HIGHLIGHTS

- The Region of Peel retained SNC Lavalin Incorporated (SNC) for the detailed design, construction administration and inspection services for the reconstruction and widening of The Gore Road, from Queen Street East to Regional Road 50. This assignment did not include the Queen Street East / The Gore Road intersection, as that intersection was being studied through a separate Environmental Assessment.
- The Environmental Assessment was completed in time to incorporate the design and construction of that intersection as part of The Gore Road widening project. This allowed the operational improvements at the intersection to be completed sooner, and minimized the impacts associated with two construction periods.
- The cost for the scope change to add the tendering and construction administration / inspection to The Gore Road widening project is \$686,083. The funding for the intersection improvements at The Gore Road and Queen Street East was approved under Capital Project 15-4080. No additional funds are required. However, a purchase order amendment is required to allow all the work to be constructed under a single construction contract, minimizing the impacts to motorists.

DISCUSSION

1. Background

In 2010, SNC Lavalin Incorporated (SNC) was awarded the contract (Document 2010-224P) for detailed design and construction administration services for Regional Road 8 (The Gore

7.2-2

ENGINEERING SERVICES FOR THE RECONSTRUCTION OF THE GORE ROAD, FROM QUEEN STREET EAST TO REGIONAL ROAD 50

Road) reconstruction from south of Queen Street East to Regional Road 50, under Capital Project 10-4070.

This assignment did not originally include the Queen Street East / The Gore Road intersection, as this was included in a separate Environmental Assessment (The Gore Road from Queen Street East to Castlemore Road) filed and completed in November 2016, with construction slated for 2020. The Environmental Assessment identified severe operational constraints at the intersection, mainly due to the split phasing of the northbound and southbound left turns (not concurrent). Therefore, it was decided that the detailed design and improvements to the intersection would be accelerated.

In May 2017, the tender for The Gore Road reconstruction project, Contract 2017-242T, was awarded to Graham Bros. Construction Limited (Graham). This contract incorporated the improvements to the Queen Street East / The Gore Road intersection, as provisional works due to ongoing utility relocations, which are scheduled to be completed early in 2018.

With the addition of the Queen Street East/ The Gore Road intersection works, an extension to the construction period is required, resulting in additional contract administration and inspection services. Staff is seeking direction to extend the contract before triggering the provisional item in the construction contract.

Graham has commenced construction and is approximately 30 percent complete on the section of The Gore Road, from south of Queen Street East to Regional Road 50. The construction of the road widening, including the intersection at Queen Street will be substantially complete by the end of the 2018 construction season.

2. Project Scope Changes

The main driver behind increasing the purchase order with SNC is the additional construction administration and inspection time required as a result of adding the Queen Street East / The Gore Road intersection to this project. There were also some design scope changes as part of this process. The details provided below capture the scope changes and additional fees.

Detailed Design Scope Changes

The additional scope of work included the following components:

- (i) Additional design work for dual lefts and intersection modifications at Regional Road 50;
- (ii) Supplemental geotechnical investigations for adjacent property (Humber Nursery) and in the area of Claireville Creek;
- (iii) Additional storm sewer design in the area of Humber Nursery;
- (iv) Investigations for additional permitting requirements including Authorization Work from Fisheries and Oceans Canada; and,
- (v) Intersection design and signal revisions per the *Accessibility for Ontarians with Disability Act*.

7.2-3

ENGINEERING SERVICES FOR THE RECONSTRUCTION OF THE GORE ROAD, FROM QUEEN STREET EAST TO REGIONAL ROAD 50

Contract Administration and Inspection Services for Queen Street East

The additional work associated with the contract administration and inspection services primarily relate to the extended construction period needed for the added intersection work, including:

- (i) Realignment of The Gore Road to allow southbound and northbound double left turns to occur simultaneously, thereby reducing delays while retaining pedestrian crosswalks on all approaches; and
- (ii) Elimination of two of the four free-flow channelized right turns, to create a safer pedestrian and cyclist environment.

The additional design, contract administration and inspection fees required for this scope change is \$686,083. The funds for the intersection work are in place under Capital project 15-4080. No additional funds are required. However the purchase order increase is required to allow the work to proceed under a single contract which is less disruptive to road users than two separate construction contracts.

In accordance with Purchasing By-law 113-2013, the process to extend this contract requires Regional Council approval.

FINANCIAL IMPLICATIONS

There are sufficient funds available in the approved budget to carry out the report's direction.



Janette Smith, Commissioner of Public Works

Approved for Submission:



D. Szwarc, Chief Administrative Officer

APPENDICES

Appendix I – Engineering Services, Contract Administration and Inspection for The Gore Road

For further information regarding this report, please contact Gino Dela Cruz, Project Manager, Extension 7805, gino.delacruz@peelregion.ca.

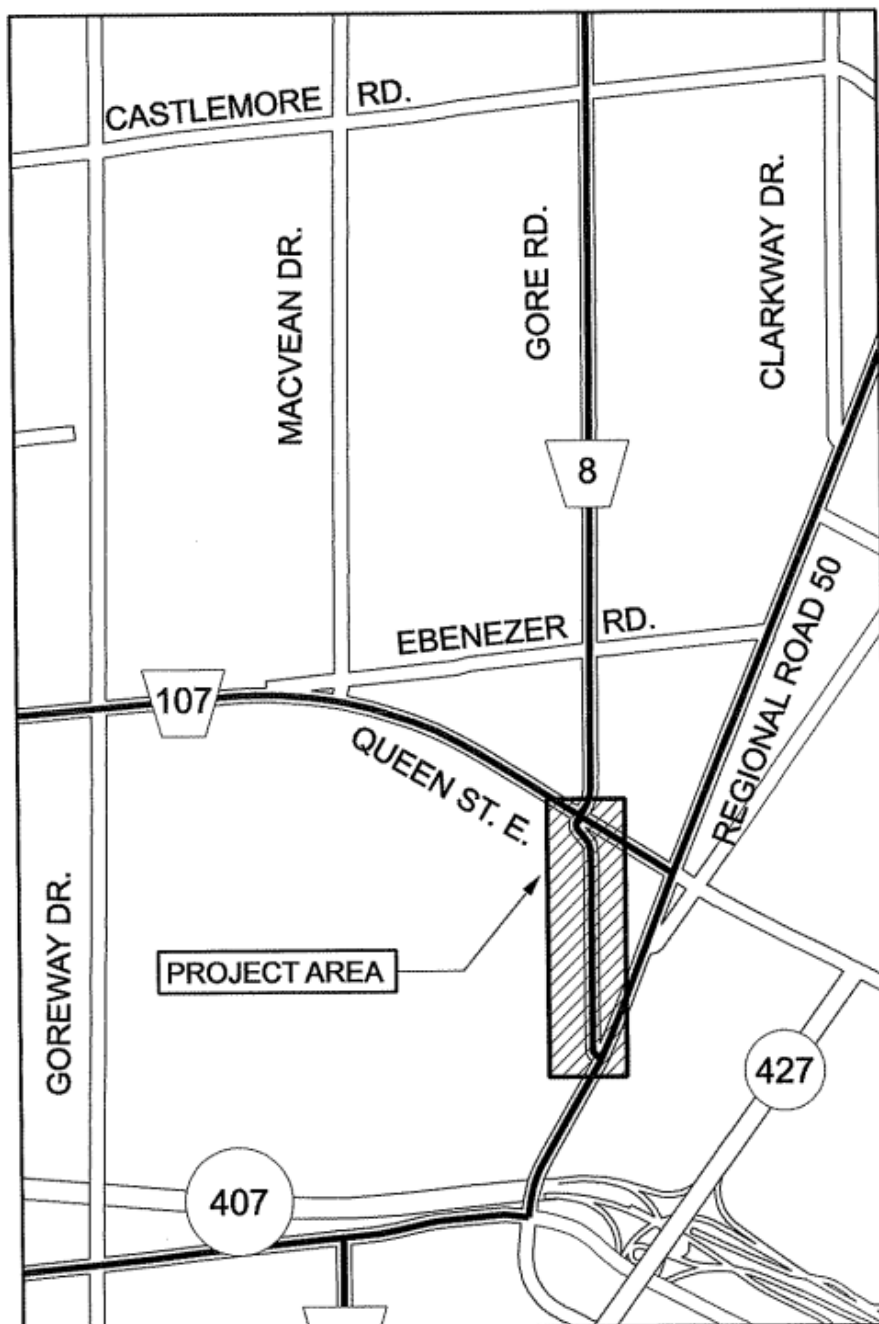
Authored By: Gino Dela Cruz, Project Manager, Transportation Division, Public Works

Reviewed in workflow by:
Purchasing
Financial Support Unit



APPENDIX I

ENGINEERING SERVICES FOR THE RECONSTRUCTION OF THE GORE ROAD,
FROM QUEEN STREET EAST TO REGIONAL ROAD 50
CAPITAL PROJECTS 10-4070 AND 15-4080
DOCUMENT NUMBER 2010-224P
CITY OF BRAMPTON, WARD 8



DATE: January 29, 2018

REPORT TITLE: **ENGINEERING SERVICES DESIGN AND CONSTRUCTION OF NEW PLANT 1 AT G.E. BOOTH WASTEWATER TREATMENT PLANT, PROJECT 17-2926, DOCUMENT NUMBER 2017-488P, CITY OF MISSISSAUGA, WARD 1**

FROM: Janette Smith, Commissioner of Public Works

RECOMMENDATION

That the contract (Document 2017-488P) for engineering services for the construction of new Plant 1 at G. E. Booth Wastewater Treatment Plant be awarded to CIMA Canada Inc., in the estimated amount of \$9,499,842 (excluding applicable taxes), under Capital Project 17-2926, in accordance with Purchasing By-law 113-2013.

REPORT HIGHLIGHTS

- Regional staff identified the need to replace the original Plant 1 at G.E. Booth Wastewater Treatment Plant, with a new Plant 1 of the same treatment capacity while modifying the plant layout to facilitate future growth.
- The project was identified in the Water and Wastewater Master Plan and State of Good Repair Programs.
- The new Plant 1 project will take a three phased approach to improve existing processes, demolish aging buildings in the immediate area, followed by the new Plant 1 construction.
- The Request for Proposal was competitively bid and CIMA Canada Inc. is recommended for award, providing the best overall value to the Region.

DISCUSSION

1. Background

The G.E. Booth Wastewater Treatment Facility treats municipal and industrial wastewater from the Region's residents and businesses, portions of York Region and the City of Toronto. The facility was originally constructed in the 1950's and has undergone numerous construction upgrades over the years. The facility is sectioned into three distinct process "plants".

Plant 1 was originally constructed in two phases in 1962 and 1965 and is currently the oldest portion of the facility in operations. Plant 1 is also the smallest process portion of the facility, representing less than 10 percent of the overall facility's capacity. Staff completed a condition assessment in 2016 that concluded that Plant 1 is nearing its functional end of life and that replacement of the plant in full is the overall best value approach. The replacement

7.3-2

ENGINEERING SERVICES DESIGN AND CONSTRUCTION OF NEW PLANT 1 AT G.E. BOOTH

project allows better use of an already constrained property and the development of a site layout which will facilitate future expansion to 600 million litres per day (MLD). Currently the site is limited to 518 MLD which will not meet growth needs beyond 2041.

Summary

The Water and Wastewater Master Planning process and State of Good Repair Programs have identified that the construction of the new Plant 1 must take place while the existing Plant 1 remains in service such that there is no loss in treatment capacity. The scope of the project also ensures that major site elements such as hydraulic conduits and power systems are designed and constructed with future growth potential.

In the past five years, there have been 36 official odour complaints directed at the G.E. Booth WWTP. As per regulatory design requirements, odour treatment is required, and the new Plant 1 will utilize improved odour collection and treatment technology. The design approach will also have enhanced aesthetics to support adjacency to the future Inspiration Lakeview development to the west, and Lakeview Waterfront Connection to the south of the Treatment Plant.

In order to accomplish this complex project, three distinct phases have been established, where the existing plant 1 remains in service throughout as follows:

- Phase 1 – Construction of process improvements such as electrical, hydraulic, odour collection and treatment;
- Phase 2 – Demolition of existing buildings to permit construction of the new and future treatment plant;
- Phase 3 – Construction of new Plant 1 utilizing conventional treatment similar to the existing treatment systems.

2. Procurement Process

In accordance with Purchasing By-law 113-2013, the process to award this contract was compliant and requires Regional Council approval.

Submissions for the Request for Proposal were received from AECOM Canada Ltd, Black & Veatch Canada, CH2M Hill Canada Limited, CIMA Canada Inc., and R.V. Anderson Associates Limited.

The submissions were reviewed and evaluated by a staff evaluation committee. The evaluation criteria included; the Vendors' overall understanding of the project, design concepts, sequencing and implementation of the three phases of construction, approach to risk, cost and schedule control, project team and organization experience, and quality assurance/quality control methodology throughout the project. Upon completion of the technical evaluation, all five vendor submissions advanced to the second phase of the evaluation where the Purchasing representative opened the financial proposals and completed the analysis. The scores were combined and the overall ranking determined.

7.3-3

ENGINEERING SERVICES DESIGN AND CONSTRUCTION OF NEW PLANT 1 AT G.E. BOOTH

The evaluation summary is as follows:

| Vendor Name and Location | Technical (80 per cent) | Financial (20 per cent) | Price submitted | Overall Ranking |
|--|-------------------------|-------------------------|-----------------|-----------------|
| CIMA Canada Inc., Mississauga, ON | 1 | 2 | \$9,499,842 | 1 |
| CH2M Hill Canada Limited, Toronto, ON | 2 | 3 | \$9,825,960 | 2 |
| Black and Veatch Canada, Markham, ON | 3 | 5 | \$11,231,477 | 3 |
| R. V. Anderson Associates Limited, Toronto, ON | 4 | 1 | \$9,466,817 | 4 |
| AECOM Canada Ltd., Markham, ON | 5 | 4 | \$10,557,947 | 5 |

The proposal submitted by CIMA Canada Inc. received the highest overall score when assessing the combination of technical proposal and price. Their proposal presented a qualified and skilled team to carry out this assignment and provided a logical and well planned approach to the work to meet the required schedule. CIMA provided the most comprehensive understanding of the project, and its phasing to ensure the plant can reliably treat all wastewater flow throughout construction. Their submission had a strong focus on energy efficiency, with conceptual designs that can easily adapt to process treatment enhancements, and more stringent regulatory requirements.

Staff has concluded that the proposal submitted by CIMA Canada Inc. provides the best overall value to the Region.

FINANCIAL IMPLICATIONS

There are sufficient funds available in the approved budget to carry out the report's direction.



Janette Smith, Commissioner of Public Works

Approved for Submission:



D. Szwarc, Chief Administrative Officer

7.3-4

ENGINEERING SERVICES DESIGN AND CONSTRUCTION OF NEW PLANT 1 AT G.E. BOOTH

APPENDICES

Appendix I - Phase 2 - Demolition of Existing Building

Appendix II - Phase 3 - New Plant 1 Construction

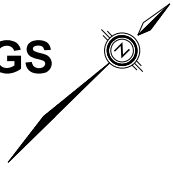
For further information regarding this report, please contact John Glass, Manager, Wastewater Treatment Capital at ext. 7897 or via email at john.glass@peelregion.ca.

Authored By: John Glass, Manager Wastewater Treatment Capital

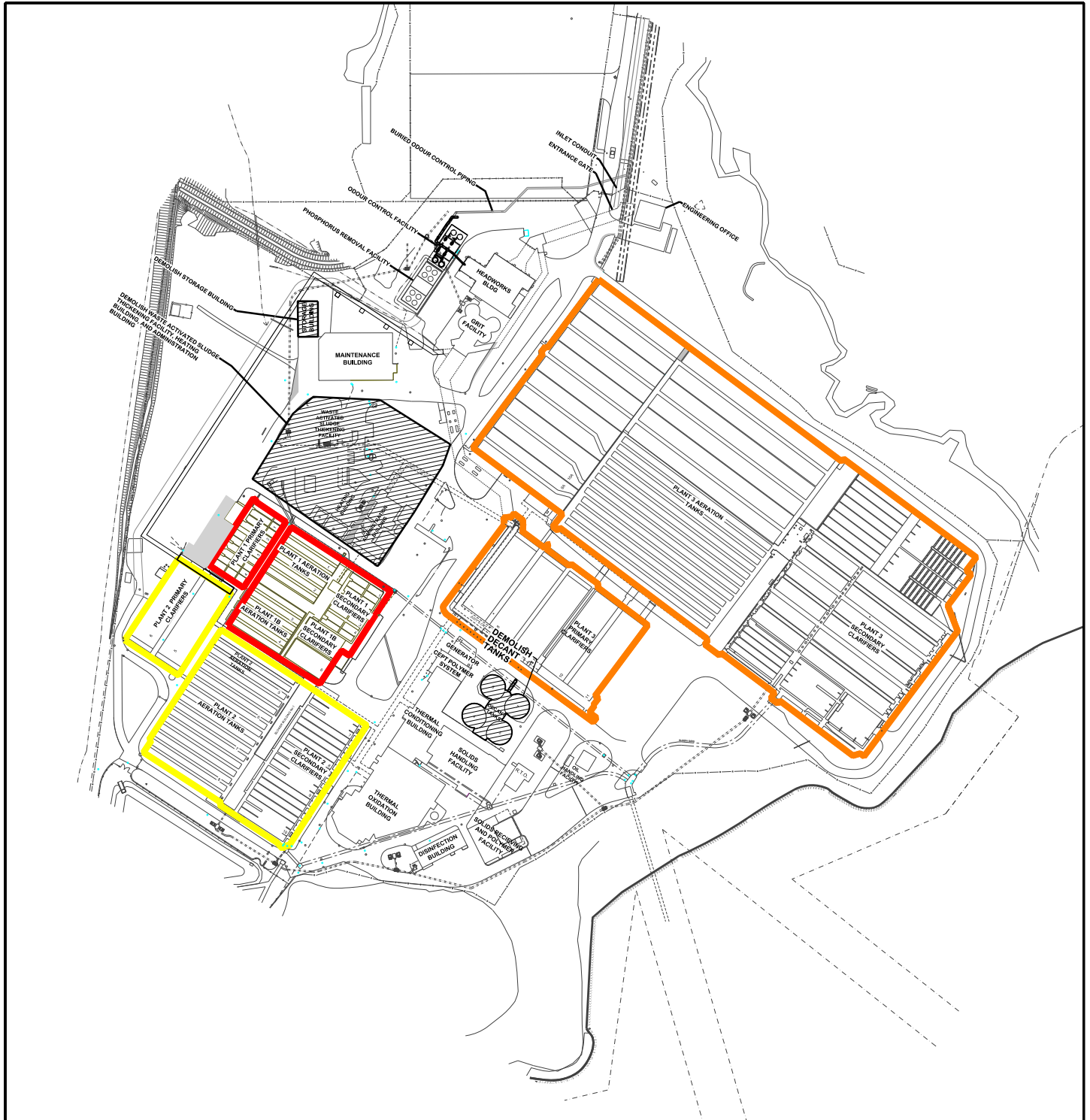
Reviewed in workflow by:

Purchasing
Financial Support Unit

APPENDIX I - PHASE 2; DEMOLITION OF EXISTING BUILDINGS



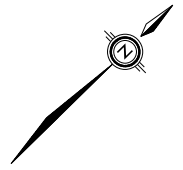
ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION OF
 NEW PLANT 1 AT G. E. BOOTH (LAKEVIEW) WASTEWATER TREATMENT PLANT
 CAPITAL PROJECT 17-2926
 DOCUMENT 2017-488P
 CITY OF MISSISSAUGA, WARD 1



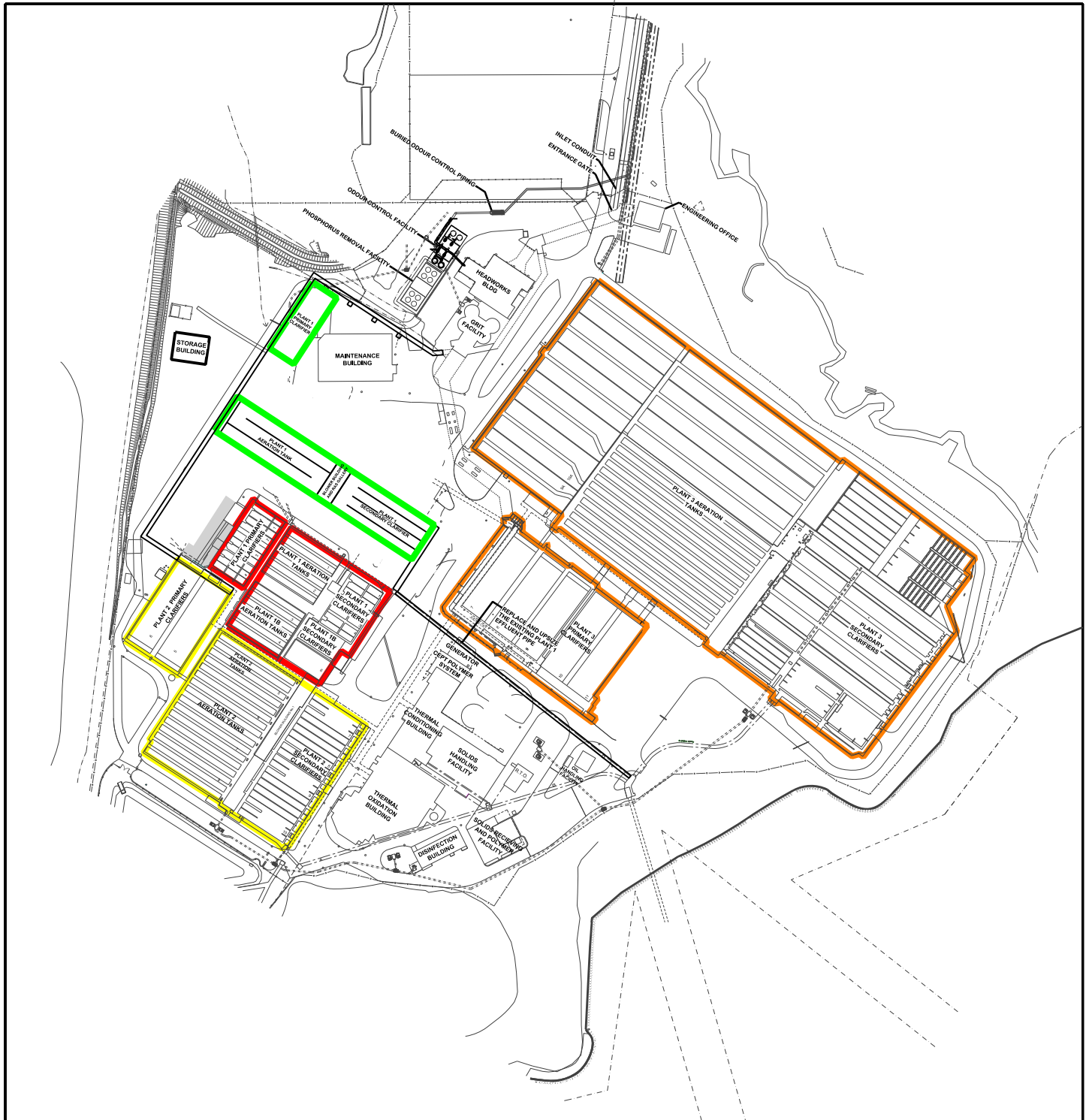
LEGEND

- EXISTING PLANT 1
- PLANT 2
- PLANT 3

APPENDIX II - PHASE 3; NEW PLANT 1 CONSTRUCTION



**ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION OF
NEW PLANT 1 AT G. E. BOOTH (LAKEVIEW) WASTEWATER TREATMENT PLANT
CAPITAL PROJECT 17-2926
DOCUMENT 2017-488P
CITY OF MISSISSAUGA, WARD 1**



LEGEND

- | | |
|--|---|
| EXISTING PLANT 1 | NEW PLANT 1 |
| PLANT 2 | PLANT 3 |

DATE: January 25, 2018

REPORT TITLE: **CURBSIDE BATTERY COLLECTION UPDATE**

FROM: Janette Smith, Commissioner of Public Works

RECOMMENDATION

That the curbside battery collection program, consisting of two collection events per year, be continued as described in the report of the Commissioner of Public Works, titled “Curbside Battery Collection Update”.

REPORT HIGHLIGHTS

- On March 26, 2015, Regional Council approved the implementation of a curbside battery collection program, consisting of two events per year, beginning in 2016 and directed staff to evaluate the program and report back to Regional Council (Council Resolution 2015-168).
- On February 9, 2017, Regional Council approved continuation of the curbside battery collection program in 2017 and directed staff to evaluate the program and report back to Regional Council (Council Resolution 2015-168).
- Approximately 47.7 tonnes of batteries were diverted from landfill in 2017 through Peel’s various battery collection programs, including 11.2 tonnes which were collected through the curbside collection program.
- The total cost of the two 2017 collection events was \$70,000 (exclusive of applicable taxes). Collection costs of \$65,000 and promotional costs of \$5,000.
- Staff recommends continuing with battery collection in 2018 and beyond to ensure ongoing funding from Stewardship Ontario and to divert as many batteries as possible from landfill.

DISCUSSION

1. Background

On March 26, 2015, Regional Council approved the implementation of a curbside battery collection program, consisting of two events per year, beginning in 2016 and directed staff to evaluate the program and report back to Regional Council (Council Resolution 2015-168).

At the February 9, 2017 meeting of Regional Council, staff put forward a report titled, “Curbside Battery Collection Update” which stated that approximately 28 tonnes of batteries were collected during the two curbside collection events in 2016. This material was diverted from landfill at a cost of \$228,500 (exclusive of applicable taxes), which included the cost of specially printed battery bags, promotion and battery collection. An additional 22.8 tonnes were collected through Peel’s Community Recycling Centres in 2016 and 3.6 tonnes were

CURBSIDE BATTERY COLLECTION UPDATE

collected through the battery bins at Regional and Municipal facilities in 2016. Combined with the curbside events, these programs diverted 54.4 tonnes of used batteries from landfill in 2016. Regional Council directed staff to move forward with a curbside battery program in 2017 with the following provisions (Resolution 2017-80):

- collection events be scheduled to coincide with Earth Week in April and Waste Reduction Week in October (to avoid inclement weather)
- instead of using specially printed bags distributed by the Region, residents to be advised to use any transparent, sealable bag to set out their batteries
- that staff evaluate the program after one more year and report back to Regional Council

Batteries are part of the province's Municipal Hazardous and Special Waste Extended Producer Responsibility program run by Stewardship Ontario. The recycling of batteries collected through curbside collection programs is therefore funded by producers.

2. Findings

Two curbside battery events were conducted in 2017; the first curbside collection event ran from April 17 to April 27 during Earth Week and the second curbside collection event ran from October 16 to October 26 during Waste Reduction Week.

The specially marked battery bags used in 2016 were not distributed to residents for the 2017 collection events in order to reduce costs. Residents were asked to use any transparent, sealable bag to set out their batteries.

Residents were made aware of the curbside collection events through mobile signs, Regional ads in local papers, social media and the Region's website.

Approximately 11 tonnes of batteries were collected through the two curbside collection events in 2017.

Table 1 below shows the amount of batteries collected at each curbside event in 2016 and 2017.

Table 1: 2016 and 2017 Curbside Battery Collection Tonnages and Costs Summary

| Battery Collection Date | Batteries Collected (Tonnes) | Cost (exclusive of applicable taxes) | Cost per Tonne |
|-------------------------|------------------------------|--------------------------------------|----------------|
| March 2016 | 15.9 | \$228,500 | \$8,161 |
| November 2016 | 12.1 | | |
| Total 2016 | 28.0 | | |
| April 2017 | 4.4 | \$70,000 | \$6,250 |
| October 2017 | 6.8 | | |
| Total 2017 | 11.2 | | |

An additional 31.5 tonnes were collected through Peel's Community Recycling Centres in 2017 and 5 tonnes were collected through the battery bins at Regional and Municipal facilities in 2017. Combined with the curbside events, these programs diverted 47.7 tonnes of used batteries from landfill in 2017.

CURBSIDE BATTERY COLLECTION UPDATE

Along with the solicited batteries, residents also set-out wet-cell lead acid batteries (i.e. car batteries), rechargeable batteries, lithium batteries, compact fluorescent lightbulbs, lighters, cell phones and electronic games which were sorted and properly managed at Peel's household hazardous waste facilities.

The costs for 2017 curbside collection events were significantly less than the costs for the 2016 curbside collection events as there were no costs incurred for the specially printed bags or their distribution.

Overall, the collection service ran well and a significant quantity of batteries was collected. The amount of batteries collected in 2017 was however less than the amount of batteries collected in 2016 by approximately 50 percent. This shortfall may be partially attributed to the following factors:

- The 2017 collection calendars were finalized and downloaded by many residents in December 2016/January 2017 before the 2017 curbside battery collection program was approved so the calendars did not include the battery collection events.
- Other battery collection options were available to residents, such as the Community Recycling Centres, battery collection bins at Regional and municipal facilities and retailer collection programs.
- Curbside scavenging of the bagged batteries as scrap metal.

3. Proposed Direction

Despite the lower than anticipated collection amounts, the 2017 collection events successfully diverted batteries that otherwise would have ended up in landfill at a reduced cost per tonne in comparison to 2016.

Stewardship Ontario has recently indicated that it will continue funding transportation and processing for existing collection programs but will not fund any new battery collection programs. Staff therefore recommends continuing the battery collection program indefinitely to ensure continued funding of transportation and processing from Stewardship Ontario.

Staff will:

- include two battery collection events in the 2018 collection calendar to coincide with Earth Week in the spring and Waste Reduction Week in the fall
- promote the 2018 collection calendar to raise awareness of the battery program
- track the number of residents downloading the calendar from the website and becoming aware of the battery program
- continue to measure the amount of material collected
- continue to communicate to residents about the impact their participation has made
- maintain a similar program in successive years

FINANCIAL IMPLICATIONS

The cost for the 2018 curbside battery collection program is estimated to be \$105,000 (exclusive of applicable taxes) and is included in the approved 2018 operating budget.

CURBSIDE BATTERY COLLECTION UPDATE

The cost is broken down in the table 2 below.

Table 2: 2018 Curbside Battery Collection Annual Costs Summary

| Activity | Annual Cost (excluding applicable taxes) |
|--|--|
| Communications Campaign | \$40,000 |
| Collections | \$65,000 |
| Transportation and Processing | Paid for by Stewardship Ontario under the Municipal Hazardous and Special Waste Extended Producer Responsibility Program |
| Total (exclusive of applicable taxes) | \$105,000 |

CONCLUSION

In 2017, Peel's curbside battery collection program diverted approximately 11.2 tonnes of batteries from landfill. Staff recommends that the program continue indefinitely to ensure continued funding of transportation and processing and diversion of this material from landfill.



Janette Smith, Commissioner of Public Works

Approved for Submission:



D. Szwarc, Chief Administrative Officer

For further information regarding this report, please contact Norman Lee, Director, Waste Management, extension 4703, norman.lee@peelregion.ca.

Reviewed in workflow by:
Financial Support Unit

8.1-1

From: Scott Butler [<mailto:scott@ogra.org>]
Sent: January 17, 2018 4:14 PM
To: Lockyer, Kathryn
Subject: OGRA Requests Support for MCEA Process Reform

The Ontario Good Roads Association is seeking reforms to the Municipal Class Environmental Assessment (MCEA) process. In its current form the MCEA process has made municipal infrastructure projects longer in duration and more costly. The OGRA Board of Directors encourages all municipalities in Ontario to adopt the following resolution that calls on the Minister of the Environment and Climate Change to accelerate the Application for Review of the MCEA process.

Links to further background information about the Municipal Class Environmental Assessment process can be found below the resolution.

DRAFT RESOLUTION

Whereas a coalition of the Municipal Engineers Association (MEA) and the Residential and Civil Construction Alliance of Ontario have successfully applied to have a review of the Municipal Class Environmental Assessment process conducted under Part IV (Section 61) of the *Environmental Bill of Rights Act, 1993* (EBR Act);

And whereas impact studies and public meetings required by the MCEA process often take two years or more to complete before construction can commence;

And whereas the MCEA requirements to evaluate alternatives are often not well aligned with prior or municipal land use planning decisions;

And whereas analysis by the Residential and Civil Construction Alliance of Ontario (RCCAO) has demonstrated that the time to complete an EA rose from 19 months to 26.7 months and costs went from an average of \$113,300 to \$386,500;

And whereas the Auditor General of Ontario has tabled recommendations for modernizing the MCEA process;

And whereas in spite of written commitments made by the Ministry of the Environment between 2013-2015, no action has been taken;

And whereas local projects that do not have the necessary approvals could lose out on the next intake of Build Canada funding;

Therefore be it resolved that Regional Municipality of Peel requests that the Minister of the Environment and Climate Change take immediate steps to expedite the response process for Part II Orders or Bump-Up requests, as part of the s.61 review to improve MCEA process times and reduce study costs;

REFERRAL TO PUBLIC WORKS
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED _____

8.1-2

And further that the Minister of the Environment and Climate Change support changes to better integrate and harmonize the MCEA process with processes defined under the *Planning Act*,

And further that the Minister of the Environment and Climate Change amend the scope of MCEA reports and studies to reduce duplication with existing public processes and decisions made under municipal Official Plans and provincial legislation.

BACKGROUND INFORMATION

The following links provide a comprehensive background of the work that the Municipal Engineers Association and the Residential and Civil Construction Alliance of Ontario have done to advance this issue of MCEA reform.

- [October 2017 Correspondence from the Municipal Engineers Association and the Residential and Civil Construction Alliance of Ontario to the Hon. Chris Ballard, Minister of the Environment and Climate Change.](#)
- [ReNew Magazine editorial examining the need to review the Municipal Class Environmental Assessment process](#)
- [The Development Approval Roundtable Action Plan, November 2017](#)
- [Meeting Notes from the November 29, 2017 Evolution of the MCEA Workshop.](#)
- [The MEA Companion Guide for the Municipal Class Environmental Assessment Manual](#)
- [Are Ontario's Municipal Class Environmental Assessments Worth the Added Time and Costs? The 2014 Edition](#)

If you have any questions or concerns, please contact Scott Butler, OGRA's Manager of Policy and Research at 289-291-6472 ext. 24 or via email at scott@ogra.org.

Regards,

Scott R. Butler

OGRA, Policy and Research

22 - 1525 Cornwall Road, Oakville, Ontario L6J 0B2

T: 289-291-6472 Ext. 24 C: 416-564-4319 www.ogra.org

From: Sandra Sharpe [<mailto:Sandra.Sharpe@caledon.ca>]
Sent: January 30, 2018 2:32 PM
To: Carey deGorter; Lockyer, Kathryn
Cc: Innis, Jennifer
Subject: Open Letter - GTA West Corridor Deadline Expires with no Action

Dear Carey and Kathryn,

Councillor Innis has asked me to request on her behalf that this attached letter be placed on the next Council agenda for information.

Thanks, Sandra

Sandra Sharpe, CMM
Executive Assistant to the Mayor
Office of the Mayor

Office: 905.584.2272 x.5130
Email: sandra.sharpe@caledon.ca

Town of Caledon | www.caledon.ca | www.visitcaledon.ca | Follow us @YourCaledon

REFERRAL TO _____
RECOMMENDED
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED _____



Sylvia Jones, MPP
Dufferin-Caledon

Room 443, Legislative Building
Toronto, Ontario M7A1A8

Tel: 416-325-1898

Fax: 416-325-1936

E-Mail: sylvia.jonesla@pc.ola.org

January 29th, 2017

Hon. Kathryn McGarry
Ministry of Transportation
3rd Floor, Ferguson Block
77 Wellesley Street West
Toronto, Ontario M7A 1Z8

OPEN LETTER

Dear Minister McGarry

As you are no doubt aware on November 27th, 2017 your predecessor, Steven Del Duca, announced that the expert advisory panel on the GTA West Highway Corridor had submitted its report to the Ministry and that there would be an update on the future of the GTA West Corridor within 60 days.

Today, January 29th, 2018 marks **63** days since your 60 day commitment. Yet there has not been any notice from your ministry on the future of this crucial project.

Your Ministry has been studying GTA West since 2007 and according to my Freedom of Information request has spent over \$14.5 million. Despite nearly a decade of study and millions of taxpayer dollars spent, you have failed to provide the promised answer.

The PC Caucus and I have been steadfast that the GTA West Corridor deserves a complete environmental assessment. We recognize that landowners and municipalities have been unable to plan for years. Frankly, further delay is irresponsible and unacceptable.

I ask that you immediately resolve this broken promise, and complete the environmental assessment of the GTA West Corridor.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sylvia Jones', written over a white background.

Sylvia Jones, MPP
Dufferin-Caledon

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**ITEMS RELATED TO
HEALTH**

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For Information

DATE: January 29, 2018

REPORT TITLE: **UPDATED ONTARIO PUBLIC HEALTH STANDARDS**

FROM: Nancy Polsinelli, Commissioner of Health Services
Jessica Hopkins, MD MHSc CCFP FRCPC, Medical Officer of Health

OBJECTIVE

To inform the Board of Health (Regional Council) about the new Ontario Public Health Standards and implications for the Region of Peel.

REPORT HIGHLIGHTS

- The Ontario Public Health Standards: Requirements for Programs, Services, and Accountability describe the programs and services that Boards of Health are required to deliver under the *Health Protection and Promotion Act*.
- The updated Standards came into effect January 1, 2018.
- The Standards maintain the core public health functions, which include: assessment and surveillance; health promotion and policy development; health protection; disease prevention; and emergency management. These core functions are consistent with Region of Peel-Public Health ongoing practices.
- The implementation of the Standards will require adaptation in some areas such as: enhanced population health assessment; new strategies related to program delivery and partnerships; and public health processes to reflect revised accountability and transparency frameworks.
- As the associated protocols and guidelines to the Standards become available, Region of Peel-Public Health will assess current programs and services and adapt programming to be consistent with Ministry of Health and Long-Term Care expectations and meet the needs of Peel residents.

DISCUSSION
1. Background

The Ontario Ministry of Health and Long Term Care ('the Ministry') released on November 16, 2017 the updated Ontario Public Health Standards: Requirements for Programs, Services, and Accountability ('the Standards'), effective from January 1, 2018 (copies are available from the Office of the Regional Clerk). The Standards set the policy foundation for public health programs and services for health units, such as the Region of Peel–Public Health ('Peel Public Health'), under the authority of the *Health Protection and Promotion Act*. It is important to note that the Standards represent minimum requirements and do not necessarily encompass the total potential scope of public health programming that might support the health and well-being of communities.

UPDATED ONTARIO PUBLIC HEALTH STANDARDS

The Standards last received a major update in 2008, and they required changes to reflect new public health practices, up-to-date evidence, strengthened accountability and broader health systems change. The 2017 Report to Council, “Modernized Provincial Standards for Public Health Programs and Services”, described the Ministry’s consultation process and a preliminary analysis of implications for Peel.

Overall, the Standards maintain the core public health functions and renew a population health mandate that focuses on upstream efforts to promote health and prevent diseases. The key population health outcomes of the Standards: improved health and quality of life; reduced morbidity and premature mortality; and reduced health inequity among population groups are consistent with the Region of Peel Strategic Plan priorities and Peel Public Health practice. Implementation of specific Program Standards, protocols, and guidelines may require changes to current programs based on new or different requirements. For example, new requirements related to health equity, vision screening, transparency, and population health assessment will require an analysis of population needs and current programs in order to best meet Ministry requirements and achieve population health outcomes.

2. The Standards

The Standards reiterate the role of Boards of Health, such as Regional Council, in supporting and protecting the physical and mental health and well-being, resiliency and social connectedness of the population, with a focus on promoting the protective factors and addressing the risk factors associated with health outcomes. The Standards continue public health’s core mandate of 1) assessment and surveillance, 2) health promotion and policy development, 3) health protection, 4) disease prevention, and 5) emergency preparedness.

The Standards consist of the following sections:

- Defining the work that public health does, which includes four Foundational Standards,¹ and nine Program Standards.²
- Public Health Accountability Framework and Organizational Requirements.
- Public Health Indicator Framework and Transparency Framework.

Highlights of changes in the Standards include:

- Enhanced flexibility to respond and adapt to local needs.
- Strengthened accountability, transparency, and demonstrating impact.
- Increased emphasis on population health assessment and decreasing health inequities.
- More explicit mandate for collaboration with partners, including Local Health Integration Networks and Indigenous communities.
- Enhanced focus on emerging areas such as mental health and substance use.

¹ Population Health Assessment; Health Equity; Effective Public Health Practice; and Emergency Management

² Chronic Disease Prevention and Well-Being; Food Safety; Healthy Environments; Healthy Growth and Development; Immunization; Infectious and Communicable Diseases Prevention and Control; Safe Water; School Health; and Substance Use and Injury Prevention

UPDATED ONTARIO PUBLIC HEALTH STANDARDS**3. Analysis and Implications for Peel**

Peel Public Health is encouraged by the Ministry's reaffirmation of the role of public health and core public health functions. The Standards align with Peel Public Health's existing approach to improving public health outcomes (End-to-End Public Health Practice), which is based on the intersection between the evidence, population need, and public health mandate. With the release of the new Standards and associated guidelines and protocols, Peel Public Health is proactively assessing and planning for potential program adaptations in the following areas:

- Population health assessment, particularly as it relates to local area analysis, conducting analysis at Local Health Integration Network geography, and better measures related to health inequities, the social determinants of health, and priority populations.
- Partnerships to achieve population health outcomes. While Peel Public Health continues to work successfully with many partners, new requirements related to working with Local Health Integration Networks in an integrated health system and engaging with Indigenous communities and organizations will require further exploration in 2018.
- New or enhanced program and service requirements, including vision screening, mental health promotion, targeting services to priority populations (e.g., sexual health, harm reduction), maintaining and reporting on the immunization status of children enrolled in licensed child care settings, increasing public uptake and confidence in vaccinations, and assessing local needs on exposure to ultraviolet light and radon.
- Accountability and transparency requirements, including submission of a new Annual Service Plan and Budget template, formal risk management framework, and public disclosure of annual financial and performance reporting and inspection results.

The Ministry has indicated that 2018 is a transition year and acknowledged that full implementation of the updated Standards will take time. The Ministry has not yet indicated an expected date for full implementation.

FINANCIAL IMPLICATIONS

At this time, there are no immediate financial implications related to the modernization of the Ontario Public Health Standards for programs and services. As the associated protocols and guidelines to the Standards continue to become available, a more fulsome analysis of implications will take place. In 2017, the Ministry of Health and Long-Term Care did not provide any increase in base funding to Peel Public Health (see report "Public Health – 2017 Program-Based Grants," December 14, 2017). Should Peel Public Health not receive an increase in base funding from the Ministry of Health and Long-Term Care in 2018 based on the equity-adjusted funding model, it is anticipated that Peel Public Health may not be able to fully implement the updated Standards. Staff will report to Regional Council on any service level implications or inability to meet the new Standards with current resources, following the release of all protocols and guidelines.

UPDATED ONTARIO PUBLIC HEALTH STANDARDS

CONCLUSION

The Standards are an important and welcome update to the legislated requirements for Boards of Health in Ontario. They contain a strong public health mandate and an opportunity for Peel Public Health to continue to improve population health outcomes by building on a strong population health approach. As further guidelines and protocols are released, Peel Public Health will analyze the implications and report back to Regional Council on any service level changes or need for additional resources.



Nancy Polsinelli, Commissioner of Health Services



Jessica Hopkins, MD MHSc CCFP FRCPC, Medical Officer of Health

Approved for Submission:



D. Szwarc, Chief Administrative Officer

For further information regarding this report, please contact Dr. Jessica Hopkins, Medical Officer of Health.

Authored By: Dr. Jessica Hopkins, Medical Officer of Health

Reviewed in workflow by:

Financial Support Unit

Updated Ontario Public Health Standards

February 8, 2018

Dr. Jessica Hopkins,
Medical Officer of Health



Outline

- Background
- Policy and legislative context
- Core public health functions
- What Public Health does
- Strengthened accountability
- Transparency and demonstrating impact
- Summary and next steps

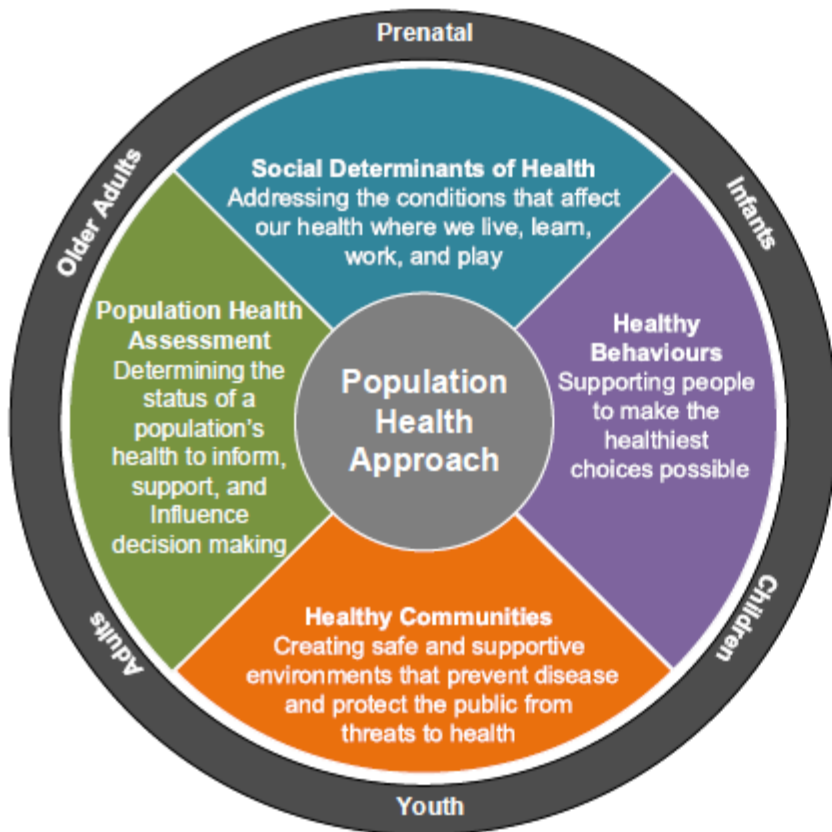


Background

- The Standards outline requirements for public health programs and services that must be delivered by Boards of Health under the *Health Protection and Promotion Act*

Policy and Legislative Context - 1

Defines Public Health



Public health work is grounded in a population health approach – focused on upstream efforts to promote health and prevent diseases to improve the health of populations and the differences in health among and between groups. Health risks and priorities change as people grow and age and public health works to address health across the life course.

Policy and Legislative Context - 2

Defines a population health policy framework

| | | | | |
|-----------------------------------|---|---|--|---|
| Goal | To improve and protect the health and well-being of the population of Ontario and reduce health inequities | | | |
| Population Health Outcomes | <ul style="list-style-type: none"> • Improved health and quality of life • Reduced morbidity and premature mortality • Reduced health inequity among population groups | | | |
| Domains | Social Determinants of Health | Healthy Behaviours | Healthy Communities | Population Health Assessment |
| Objectives | To reduce the negative impact of social determinants that contribute to health inequities | To increase knowledge and opportunities that lead to healthy behaviours | To increase policies, partnerships and practices that create safe, supportive and healthy environments | To increase the use of population health information to guide the planning and delivery of programs and services in an integrated health system |

Core Public Health Functions



Assessment and Surveillance



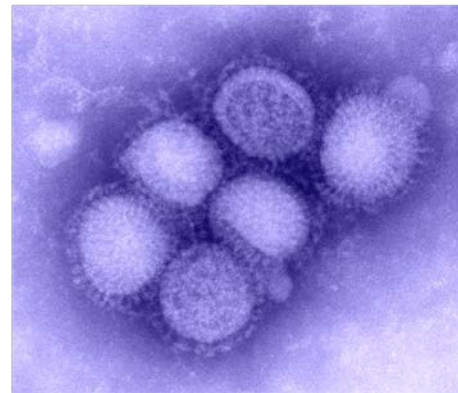
Health Promotion and Policy Development



Health Protection



Disease Prevention



Emergency Management

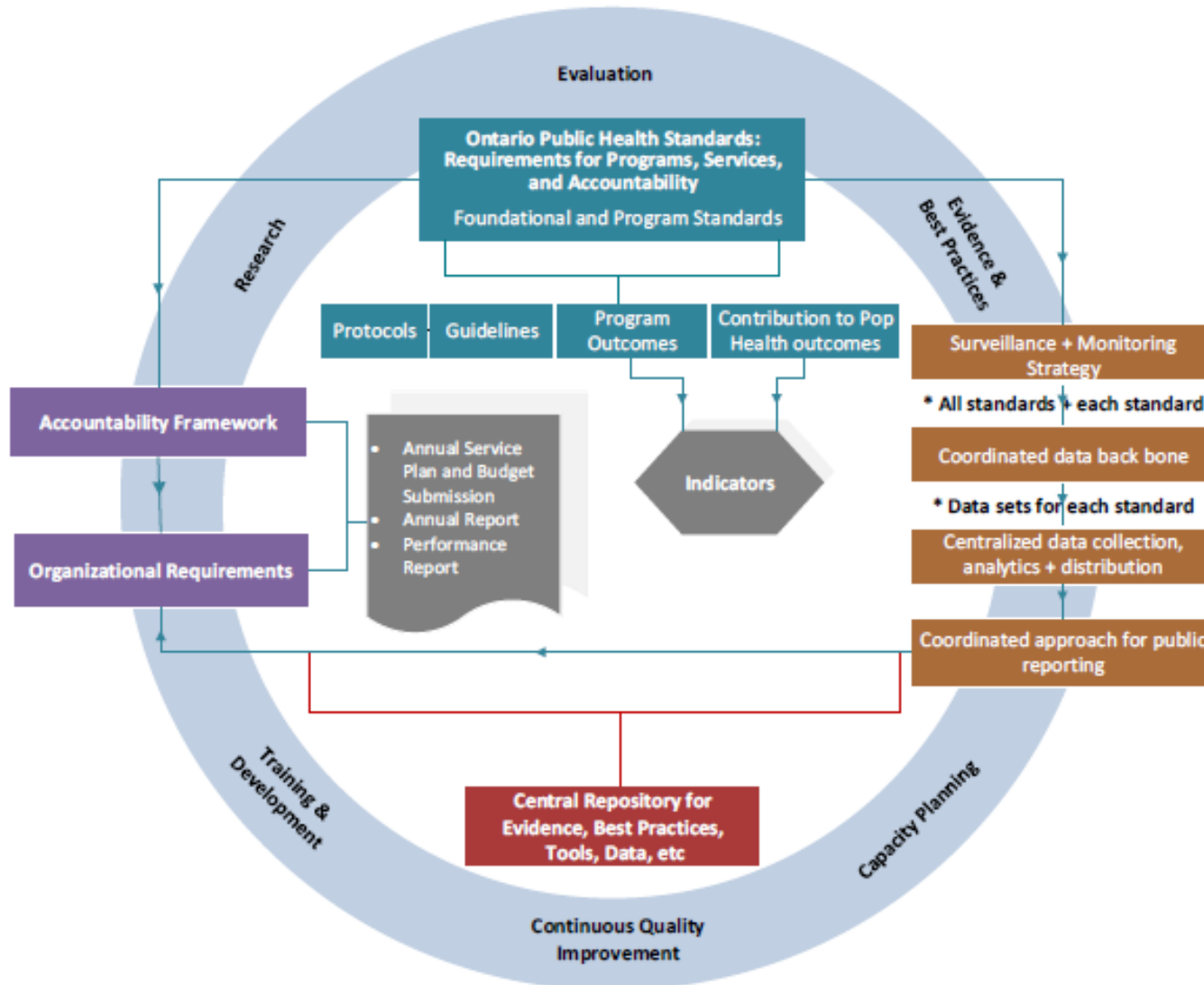


What Public Health Does

| Four Foundational Standards | Nine Program Standards |
|--|---|
| <ul style="list-style-type: none">• Population health assessment• Health equity• Effective public health practice• Emergency management | <ul style="list-style-type: none">• Chronic disease prevention and well-being• Food safety• Healthy environments• Healthy growth and development• Immunization• Infectious and communicable diseases prevention and control• Safe water• School health• Substance use and injury prevention |



Strengthened Accountability



9.1-13 Transparency and Demonstrating Impact

- Ministry is developing a Public Health indicator framework that will focus on outcomes
- Ministry is developing a transparency framework which will include public reporting via website on the results of:
 - Routine and complaint based inspections (e.g., food premises, tanning beds, public pools)
 - Strategic plan for Public Health
 - Annual performance and financial report



Summary and Next Steps

- Updated Standards contain a strong public health mandate
- As further guidelines and protocols are released, staff will analyze the implications and report back to Regional Council as needed



**ITEMS RELATED TO
HUMAN SERVICES**

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DATE: January 30, 2018

REPORT TITLE: **DANIELS AFFORDABLE HOUSING PROJECT - PROJECT FINANCING
- 360 CITY CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4**

FROM: Janice Sheehy, Commissioner of Human Services
Stephen VanOfwegen, Commissioner of Finance and
Chief Financial Officer

RECOMMENDATION

That Capital Project 165038, located at 360 City Centre Drive, City of Mississauga, Ward 4 (the “Project”), be revised to \$66,966,522 with funding in the amount of \$26,250,101 from Social Housing Development Charges (R3526); \$1,497,301 from Regional Housing Reserves (R1160); \$16,200,000 in debt financing; \$12,994,105 from the Investment in Affordable Housing (IAH) Extension program; \$7,025,015 from the Social Infrastructure Fund (SIF) Rental Housing component; and \$3,000,000 from the Social Infrastructure Fund (SIF) Seniors Rental Housing component;

And further, that Regional Council approve the issuance of debentures in the maximum principal amount of \$16,200,000 over a term not to exceed 40 years for the purpose of financing the purchase of the yet-to-be constructed affordable housing units included in the Project;

And further, that the duly authorized signing officers of the Regional Corporation, subject to the approval of the Project by the Ontario Minister of Housing or his designate, execute an Investment in Affordable Housing (IAH) 2014 Extension Contribution Agreement, together with such further ancillary documents that may be required, in form satisfactory to the Region’s Commissioner of Human Services and the Regional Solicitor, to provide partial funding for the Project in the amount of \$12,994,105;

And further, that the duly authorized signing officers of the Regional Corporation, subject to the approval of the Project by the Ontario Minister of Housing or his designate, execute a Social Infrastructure Fund (SIF) Rental Housing Contribution Agreement, together with such further ancillary documents that may be required, in a form satisfactory to the Region’s Commissioner of Human Services and the Regional Solicitor, to provide partial funding for the Project in the amount of \$7,025,015;

And further, that the duly authorized signing officers of the Regional Corporation, subject to the approval of the Project by the Ontario Minister of Housing or his designate, execute a Social Infrastructure Fund (SIF) Seniors Rental Housing Contribution Agreement, together with such further ancillary documents that may be required, in a form satisfactory to the Region’s Commissioner of Human Services and the Regional Solicitor, to provide partial funding for the Project in the amount of \$3,000,000.

DANIELS AFFORDABLE HOUSING PROJECT - PROJECT FINANCING**REPORT HIGHLIGHTS**

- On June 22, 2017, Regional Council approved a proposal for the Daniels CCW Corporation (Council Resolution 2017-554) to build new affordable rental housing at 360 City Centre Drive, City of Mississauga, Ward 4, that will be owned by the Region of Peel.
- The approved Project will provide 174 mixed-income units of rental housing.
- Project cost is estimated at \$66,966,522 and includes all design and construction costs, administration costs and contingency.
- As per the January 11, 2018 Council meeting, the City of Mississauga has provided the Region relief from City development charges of approximately \$2.9 million.
- Remaining costs for the capital project will be funded through \$26.3 million in development charges, \$1.5 million from Region of Peel housing reserves, \$16.2 million in debt financing and \$23 million in external funding.
- Revenue from tenant rents will cover the operating expenses for this Project, including the costs to service the debt.

DISCUSSION**1. Background**

On June 22, 2017, Regional Council approved a proposal for the Daniels CCW Corporation (“Daniels”) (Council Resolution 2017-554) to build new affordable rental housing at 360 City Centre Drive, City of Mississauga, Ward 4 (the “Project”) that will be owned by the Region of Peel.

The approved Project will provide 174 mixed-income units of rental housing. The Region’s 19-storey residential tower will be constructed next to a Daniels condominium tower where both will sit on top of a podium base that will include commercial space and parking.

Most units will have specific rental rates based on the Canada Mortgage and Housing Corporation (CMHC) Average Market Rent (AMR) for the local area. The table below provides the breakdown of designated units.

| Number of Units | IAH/ SIF Funded Units | Rental Rate | Designated Households |
|--------------------------|------------------------------|--------------------|--|
| 70 apartment units | Yes | 60% AMR | Households from the CWL |
| 84 apartment units | Yes | 100% AMR | Middle Income Households (\$55,000 - \$90,000) |
| 12 apartment units | No | Above 100% AMR | Middle Income Households (70,000 - \$100,000) |
| 8 townhouse units | No | Above 100% AMR | Middle Income Households (70,000 - \$100,000) |
| Total = 174 units | Total = 154 units | | |

This report sets out the proposed capital financing strategy for this Project.

DANIELS AFFORDABLE HOUSING PROJECT - PROJECT FINANCING

2. Proposed Capital Project Financing

In the June 2017 report to Council, capital project costs for this Project were estimated at \$65,966,522. The Project cost estimates are \$66,966,522, which now include an additional \$1,000,000 of contingency. The cost estimate includes all design and construction costs, administration costs and contingency. The City of Mississauga development charge relief of \$2.9 million has been factored into this cost estimate. Relief from City development charges for the Region's portion of the Project has better enabled the development of affordable housing for middle income households, in support of "Making Room for the Middle: A Housing Strategy for Mississauga".

The financing model takes into consideration other affordable housing projects and ensures financial sustainability for the life of the asset, including capital reserve allocations for future life cycle costs. The IAH 2014 Extension and SIF funding provides up to \$150,000 per unit of provincial/ federal funding for 154 units and has been fully optimized for the project. The remaining funding for these 154 units will be financed with a combination of development charge revenue and debt.

The 20 non-provincially funded units have been financed by an equity contribution from the ROP housing reserves and the remainder from debt. Setting the rent at a competitive market rate for these units should provide sufficient revenue to cover the carrying costs of the debt. Utilizing debt on this Project also ensures that regional housing reserve funds are available for other affordable housing projects.

Staff recommends that this capital project be funded through \$26.3 million in development charges (R3526), \$1.5 million from Region of Peel housing reserves (R1160), \$16.2 million in debt financing and \$23 million in external funding. Details are in the table below.

| | 70 Units (60% AMR) | 84 Units (100% AMR) | 20 Units (Above 100% AMR) | Total 174 Units |
|-----------------------------|-----------------------|------------------------|---------------------------------|----------------------|
| Project Funding | | | | |
| IAH Extension | \$ 448,073 | \$ 12,546,032 | | \$ 12,994,105 |
| SIF Rental Housing | 7,025,015 | | | 7,025,015 |
| SIF Seniors Rental Housing | 3,000,000 | | | 3,000,000 |
| ROP Reserves | | | 1,497,301 | 1,497,301 |
| Development Charge Revenues | 16,467,467 | 9,782,633 | | 26,250,101 |
| Debt Financing | | 10,000,000 | 6,200,000 | 16,200,000 |
| Add'l Capital Reseve | | | | |
| Total | \$ 26,940,555 | \$ 32,328,666 | \$ 7,697,301 | \$ 66,966,522 |

The external funding totalling \$23 million, is subject to the approval of the Ontario Minister of Housing, and includes all of the Region of Peel's 2017/2018 Rental Housing funding under the Investment in Affordable Housing (IAH) 2014 Extension program, and all of the Region's 2017/2018 Social Infrastructure Fund (SIF) Rental Housing and Seniors Rental Housing funding. At the time of the approval of the Project it was contemplated that the financing of the capital costs of constructing the affordable housing units to be purchased

DANIELS AFFORDABLE HOUSING PROJECT - PROJECT FINANCING

by the Region would include a debt component, the amount of which had not then been determined as it was subject to the ability to maximize sources of Provincial/Federal funding. Accordingly, authorization of the issuance of debt financing was not sought at that time. Staff is now recommending that the debt financing portion be \$16,200,000 based on a term not to exceed 40 years. The construction of the Project is to be phased and as at the date of the last report submitted to the Regional Council meeting on June 22, 2017, it was reported that construction of the Project was scheduled to begin in Q2 of 2018. Although excavation has commenced, construction of the Region's housing units has not yet started. The proposed debt portion of the financing (i.e. \$16,200,000) will be allocated to those housing units that the Region has agreed to purchase. Staff understands that the amount of the proposed debt financing is within the Region's updated debt and financial obligation limit and was so at the time of the initial approval of the Project by Regional Council, although a formal calculation was not undertaken prior to the initial Project approval due to the uncertainty of the final structure of the financing of the Project at that time.

3. Operational Implications

Revenue from tenant rents will cover the operating expenses for this Project, including the costs to service the debt. The 20 units that are not funded with IAH 2014 Extension or SIF funds do not need to comply with the Program Guidelines and rents for these units can be set at a competitive market rate.

The projection of rental revenue from the units targeted to households from the Centralized Waiting List is an estimate based on current demographic trends. Rents represent 30 per cent of the household's income. As tenants are selected in chronological order, it is possible that the household income of the tenants placed could vary from the estimate. Staff will actively monitor the composition of the Centralized Waiting List and will return to Regional Council should a need for operating subsidy materialize.

4. Next Steps

The Regional Project team has met with the Daniels development team and is in the process of completing work to satisfy the final preconditions set out in the Conditional Agreement of Purchase and Sale with Daniels Corporation. Regional staff is also working with the Daniels development team to refine the Project milestones and to move forward with the development details required for final design drawings.

FINANCIAL IMPLICATIONS

The capital costs for this Project are estimated to be \$66,966,522. It is recommended that capital project 165038 be revised to fund the capital costs of this project through \$23 million in external funding (subject to the approval of the Minister of Housing), \$26.3 million in development charges (R3526), \$1.5 million from Region of Peel housing reserves (R1160) and \$16.2 million in debt financing.

DANIELS AFFORDABLE HOUSING PROJECT - PROJECT FINANCING

It is anticipated that tenant rents will cover operating expenses, but staff may return to Regional Council as part of the 2021 budget process to suggest recommendations for increased operating funding should deeper subsidies be required for those housed from the Centralized Waiting List.

CONCLUSION

This Daniels project highlights the positive outcomes that can be achieved through public and private partnerships. This Project supports the City of Mississauga's "Making Room for the Middle: A Housing Strategy for Mississauga", while also supporting the Region's Term of Council Priority "Increase Affordable Housing". Located at 360 City Centre Drive in the City of Mississauga, this Project provides 174 units of new affordable rental housing for the residents of Peel.



Janice Sheehy, Commissioner of Human Services



Stephen VanOfwegen, Commissioner of Finance and Chief Financial Officer

Approved for Submission:



D. Swarc, Chief Administrative Officer

APPENDICES

Appendix I – Rendering of Daniels Project

For further information regarding this report, please contact Aileen Baird, Director, Housing Services, extension 1898, aileen.baird@peelregion.ca.

Authored By: Laura Tribble

Reviewed in workflow by:

Financial Support Unit
Legal Services

**APPENDIX I
DANIELS AFFORDABLE HOUSING PROJECT - PROJECT FINANCING - 360 CITY
CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4**



**ITEMS RELATED TO
ENTERPRISE PROGRAMS
AND SERVICES**

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For Information

DATE: January 24, 2018

REPORT TITLE: **TRADE AGREEMENT IMPACTS TO PROCUREMENT AT THE REGION OF PEEL**

FROM: Stephen VanOfwegen, Commissioner of Finance and Chief Financial Officer

OBJECTIVE

To provide Regional Council with an update on the recent trade agreements and the resulting impacts to the Region of Peel's procurement practices.

REPORT HIGHLIGHTS

- The Comprehensive Economic and Trade Agreement (CETA), Canadian Free Trade Agreement (CFTA) and Ontario-Quebec Trade and Cooperation Agreement (OQTCA) were legislated in 2017
- The government procurement obligations within these trade agreements that previously applied only to federal and provincial governments now extends to Municipalities
- The goal of the trade agreements is to ensure that all government procurements are fair, open and non-discriminatory to encourage maximum competition and participation of Vendors along with increased transparency on all public procurement information
- While the Region's current procurement practices satisfy the spirit of the trade agreements, staff are committed to further aligning the Region's procurement practices and policies to adhere to the additional government procurement requirements in these trade agreements.

DISCUSSION
1. Background

Two trade agreements signed by the federal and provincial governments came into effect in 2017: the Canadian Free Trade Agreement (CFTA) on July 1st and the Comprehensive Economic and Trade Agreement (CETA) on September 21st. The Ontario-Quebec Trade and Cooperation Agreement (OQTCA) that was signed last year, also has government procurement obligations that impact the purchasing policies of Sub-central Government Entities (as referred to in CETA) such as the Region of Peel. The outcome of the government procurement obligations within these trade agreements is to ensure fairness, increase competition and access of Vendors to these opportunities and to promote increased transparency on all public procurement information.

TRADE AGREEMENT IMPACTS TO PROCUREMENT AT THE REGION OF PEEL

2. Current State

The objectives of the Region of Peel’s current Purchasing By-law 113-2013, its Purchasing policies and procedures satisfy the spirit of the trade agreements, but require modifications to become fully aligned and compliant with all the government procurement obligations under the three trade agreements. To ensure the requirements of all three trade agreements are satisfied, the Region is adopting one system of compliance.

The government procurement obligations can be summarized as follows:

- Revised and/or expanded rules and procedures around bid posting and bid open periods, non-discriminatory technical specifications, selective tendering procedures, vendor debriefings, and the disclosure of evaluation information;
- Promoting transparency by collecting and reporting covered procurements to provincial and federal government, and ensure procurement activity is publically available/accessible; and,
- Establishing a timely, impartial administrative procedure for Vendors to challenge a procurement they feel was not conducted in accordance to the procurement rules as set out in an applicable trade agreement.

Staff have commenced updating affected procurement policies and procedures to comply with all trade agreement requirements and are working to complete this over the next few months.

The following table highlights the primary outcomes and impacts to the Region of Peel’s procurement practices precipitated by the trade agreements:

| Outcome | Impacts to Procurement Practices at Peel |
|---|---|
| <p>Increased Competition and Vendor Participation</p> | <ul style="list-style-type: none"> • All procurements over \$100,000 when the estimated total value of the contract over the <u>entire contract duration</u> is considered, will need to be bid competitively (prohibits the issue of multi-year invitational Request for Quotation contracts) • Notification on future bid opportunities to Vendors (Peel does not currently publish upcoming procurement information) • Longer bid open periods for each bidding opportunity (30 days from current 14 day minimum) |
| <p>Enhanced focus on Fairness and Non-discrimination</p> | <ul style="list-style-type: none"> • Technical specifications must be non-discriminatory and based on standards, performance and functional requirements only • Formal advertised pre-qualification process required if seeking to limit open competition on bid opportunities (Invitational Requests for Proposal will no longer be permitted) • Enhanced bid dispute/debrief protocols during and after bidding process are required |

TRADE AGREEMENT IMPACTS TO PROCUREMENT AT THE REGION OF PEEL

| Outcome | Impacts to Procurement Practices at Peel |
|---|---|
| <p align="center">Heightened Transparency and Vendors' Access to Procurement Information</p> | <ul style="list-style-type: none"> • Full disclosure of evaluation criteria and weightings for all bid documents requiring evaluations • Publication and disclosure of all procurement award information 72 days after contract award on website • Collection and reporting of all procurement statistics over \$100,000 to provincial and federal governments |

RISK CONSIDERATIONS

The three trade agreements reinforce the Region of Peel's current policy against local preference and will encourage more national and international competition on Regional bid opportunities which will maximize competition. The government procurement implications within the trade agreements are in addition to the Region's public procurement obligations under Canadian contract law. The enhanced bid dispute protocols detailed within the trade agreements may now provide vendors the opportunity to escalate any alleged trade procurement breaches by municipal governments to the Canadian Internal Trade Tribunal (CITT), an opportunity previously reserved only for federal procurements. This new dispute protocol route now provides additional risk exposure; procurement process challenges made to the oversight body, the CITT, may result in a delay of the completion of the procurement process, financial loss and/or damages to the Region's reputation.

As a result, the following risk mitigation steps are being put place: A series of information sessions will be hosted by procurement staff for all interested Regional staff affected by these trade agreements. Further, the Procurement Division plans to revise the Region's existing debrief protocol to align with the Province's debrief protocol in order to maintain consistency and adherence to the trade agreement.

CONCLUSION

The three recent trade agreements procurement obligations now extends to municipalities that previously applied only to federal and provincial governments. The trade agreements aim to ensure that all government procurements are fair, open and non-discriminatory to encourage maximum competition and participation of Vendors along with increased transparency on all public procurement information. While the Region's current procurement practices satisfy the spirit of the trade agreements, staff is committed to further aligning the Region's procurement practices and policies to adhere to the additional government procurement requirements in these trade agreements over the course of 2018.



Stephen VanOfwegen, Commissioner of Finance and Chief Financial Officer

TRADE AGREEMENT IMPACTS TO PROCUREMENT AT THE REGION OF PEEL

Approved for Submission:



D. Szwarc, Chief Administrative Officer

For further information regarding this report, please contact Sherry-Ann Besla, Acting Director Procurement, ext. 7673, sherry-ann.besla@peelregion.ca

Authored By: Sherry-Ann Besla

DATE: January 29, 2018

REPORT TITLE: **USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY**

FROM: Lorraine Graham-Watson, Commissioner of Corporate Services

RECOMMENDATION

That the Use of Corporate Resources for Elections Policy, attached as Appendix I to the report of the Commissioner of Corporate Services, titled Use of Corporate Resources for Elections Policy, be approved;

And further, that the Council Code of Conduct be amended by adding Section J, Part x – Relations with Corporation, Council, as outlined in the subject report.

REPORT HIGHLIGHTS

- With amendments to legislation, it is now mandatory that Council adopt a Use of Corporate Resources for Elections policy, which will serve as a guide for members of council and council staff, candidates, regional staff and the public on the appropriate use of corporate resources.
- While it is recognized that members of council must be able to perform the duties of their office during an election year, it is also important to establish clear guidelines to ensure that the election campaigns of sitting members do not receive any benefits by virtue of their office and at the same time clarify the use of corporate resources for other candidates, regional staff, and the public.
- Council Code of Conduct needs to be amended.

DISCUSSION

1. Background

With amendments to legislation, it is now mandatory that Council adopt a Use of Corporate Resources for Elections policy, which will serve as a guide for members of council and council staff, candidates, regional staff and the public on the appropriate use of corporate resources.

USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY

The *Municipal Elections Act, 1996, as amended* prohibits the municipality and its local boards from making a contribution to a candidate. As contributions may take the form of money, goods or services, publicly clarifying the goods and services, which would not be available to sitting members of Council and/or candidates, will establish clear direction for all, including candidates, councillors, campaign workers and municipal staff.

2. Findings

The premise of a Use of Corporate Resources policy is to ensure that all candidates, including sitting members of council, are governed by the same rules.

Policies that have been reviewed from other municipalities in the GTA address the following issues:

1. Communications, ward newsletters, advertising
2. Media relations, press releases
3. Use of facilities, spaces, signs and meeting rooms
4. Use of municipal logos and trademarks
5. Use of resources including phones, printing, stationary, postage
6. General purchasing powers
7. Computer use, websites, website links and social media
8. Access to information and staff
9. Staff involvement in election campaigns
10. Councillor budgets, office furnishings and assistants, where applicable

When researching cut-off dates for ward newsletters and advertising in other municipal policies, the majority reference May 1st as their cut-off date. Accordingly, staff is recommending May 1st as the date for cut-off. This cut-off date is also referenced in the Councillor Business Expense Policy and is recommended to appropriately manage the perception of any advantage through the use of corporate resources.

Provisions related to use of municipal owned facilities and meeting rooms vary within municipal policies. The use of meeting rooms by candidates is not covered extensively in any policy, however, when mentioned, use of meeting rooms by candidates is not permitted. If rooms were made available for election purposes to all, a fee would be required to ensure that the municipality was not making a contribution to a candidate.

The following are additional restrictions noted in the review of policies in other municipalities:

- Campaigning at Council, Committee or Regionally organized public meetings.
- Election related delegations at Council or Committee meetings.
- Use of municipal logos and trademarks in any campaign materials.
- The use of corporate file photos of council and members of council in addition to any photos taken with corporate equipment.
- The use of corporate voice mail, printers, stationary, postage, or websites for election purposes by a sitting member of Council.

USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY

- Staff involvement in election campaigns during working hours and care should be taken to avoid wearing clothing, buttons, etc. with Peel logos while attending any election related events.

Staff is recommending that the same practices as listed above be adopted by the Region of Peel, as to do so will be consistent with the practice of most municipalities researched.

Council Code of Conduct:

The Region of Peel Council's Code of Conduct (Code) does not adequately address election-related activity.

It is recommended that the Code be amended to include a new part as follows:


Section J, Part x – Relations with Corporation, Council:

Members of Council are required to conduct themselves in accordance with the *Municipal Elections Act, 1996, as amended* and any Region election-related policy or procedure in place. The use of regional resources, including both real and personal regional property and staff time, for election-related activity is strictly prohibited. The prohibition applies to both the promotion of and opposition to the candidacy of a person for elected office. Election-related activity includes not only a Member's personal campaign for office, but also other campaigns for municipal, provincial and federal office.

A number of municipalities have similar provisions in their Council Codes of Conduct however, in the interests of accountability and transparency, a greater detailed stand-alone policy addressing the use of corporate resources during an election period is now desirable in order to meet the requirement that rules and procedures with respect to the use of municipal resources during an election campaign period be established under s.88.18 of the *Municipal Elections Act, 1996, as amended*.

CONCLUSION

The Use of Corporate Resources policy will provide guidelines necessary for members of Council, other candidates, and staff during elections, establishing clear expectations and assisting all to carry out their duties in an accountable and transparent manner.



Lorraine Graham-Watson, Commissioner of Corporate Services

USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY

Approved for Submission:



D. Szwarc, Chief Administrative Officer

APPENDICES

Appendix I - Proposed Use of Corporate Resources for Elections Policy

For further information regarding this report, please contact Kathryn Lockyer at extension 4325 or via email at kathryn.lockyer@peelregion.ca.

Authored By: Tim Ivanyshyn – Legislative Specialist – Elections

APPENDIX I

USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY

PROPOSED USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY

1. POLICY STATEMENT

The Corporation of the Regional Municipality of Peel is committed to ensuring accountable and transparent election practices, relating to the use of corporate resources.

2. SCOPE OF POLICY

This policy applies to members of Council, Region employees, registered election candidates (including acclaimed candidates), registered third parties advertisers, and members of the public.

3. POLICY PURPOSE

To supplement the provisions of Regional Council Code of Conduct, the Regional Employee Code of Conduct, Business Expense Accounts for Members of Council Policy, and the *Municipal Elections Act, 1996, as amended* to provide consistent information and direction to ensure that the Region of Peel's corporate resources are not provided or used for any "election-related purpose", except as required or directed by the Regional Clerk to conduct the election.

4. POLICY

4.1. General Provisions:

4.1.1 An election campaign period shall commence on the first day a candidate files a nomination or a third party advertiser files a registration, and will conclude on December 31.

4.1.2 In accordance with the provisions of the *Municipal Elections Act, 1996*:

- Municipalities shall establish rules and procedures with respect to the use of municipal resources, during the election campaign period;
- Municipality shall not make a contribution to an election campaign (including money, goods and services); and a
- Municipality shall not make a contribution to a registered third party advertiser (including money, goods and services).

4.1.3 Corporate resources and funding may not be used for any "election-related purposes", unless required or directed by the Regional Clerk in the discharge of the Regional Clerk's obligations to conduct the election.

**APPENDIX I
USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY**

4.1.4 Staff may not canvass or actively work in support of a municipal candidate or third party during working hours unless they are on a leave of absence without pay, lieu time, float day or vacation leave;

4.1.5 Municipal facilities, property, equipment, vehicles, supplies, services, signs, staff or any resource that belongs to or is funded by the Region may not be used for the purposes of election campaign or for any campaign-related activities.

4.2 Specific Regulations:

4.2.1 The following, if supplied by the Region, shall be discontinued for all members of Council throughout the period from May 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election:

- a) All forms of advertising, including advertising in municipal publications;
- b) All printing, high speed photocopying and distribution, including printing and general distribution and display of newsletters unless so directed and approved by Council;
- c) The ordering of any stationery or office supplies or furnishings unless approved by the Region Clerk;
- d) Coat of Arms, Corporate Seal and/or Corporate logo
- e) Links to Council member-related web sites or social media links;
- f) The posting of information relating the activities of Council or any member of Council on the Region's website, excluding the minutes of Council and committee meetings. Only the photos and contact phone and/or email posted for each member of Council at the commencement of each term shall remain on the corporate website.

4.2.2 To avoid any confusion with any website or social media accounts used for Council work, members of Council who choose to create or use their own websites or social media accounts shall throughout the period from May 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by- election:

- a) Include a clear statement, easily found and readable, on each website or social media account's home page indicating that the account is being used either solely for Council work or solely for election campaign purposes;
- b) Include the statement in clause a) for as long as the website or account is accessible by the public.

4.2.3 Members of Council shall not:

- a) Print or distribute any material paid for by municipal funds that indicates that

**APPENDIX I
USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY**

- a) a member of Council or any other individual is registered in any election or where they will be running for office;
- b) Profile (name or photograph), or make reference to, in any material paid for by municipal funds, any individual who is registered as a candidate in any election;
- c) Print or distribute any material using municipal funds that makes reference to, or contains the names, photographs, or identifies registered candidates for municipal elections (Minutes of Council and Committee meetings are exempt from this provision);
- d) Use the corporate website, domain names, other corporate systems, the Region crest or logo for campaigning/advertising or as a substitute to distributing newsletters or flyers throughout the period from May 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day;
- e) Use the municipality's voicemail system to record election-related messages;
- f) Use the Region's computer network (including the Region's email system) for election-related correspondence;
- g) Use any photographs produced for and owned by the Region of Peel or any photos taken utilizing Region equipment or sent through Region email accounts for any election-related purposes;
- h) Use regional property or staff in any campaign photos or images unless all candidates are afforded the same opportunity. Photos/images of the exterior of Region facilities are permitted. Photos/images of the interior of Region facilities are not permitted;
- i) Use any Regional facility/property for any election-related purpose including but not limited to meeting rooms and mobile signs;
- j) Benefit from the use of any corporate pricing established under the Region's purchasing policy;
- k) Use any Council or Councillor budgets for election-related purposes or to advertise, promote or support any candidate, third party or any position related to any questions which may be authorized to be placed on the ballot.

4.2.4 Clauses d) g) h) i) above shall also apply to registered candidates, third parties and the public.

4.3 Staff Involvement:

4.3.1 Staff, including full time, part time and contract employees shall in the course of performing their duties:

- a) Behave in a manner that is impartial, fair and unbiased toward all registered candidates and third parties;
- b) Consult with their direct Supervisor prior to agreeing to perform any task requested by a member of Council, registered candidate, or third party that

**APPENDIX I
USE OF CORPORATE RESOURCES FOR ELECTIONS POLICY**

exceeds their normal duties or could be construed as contributing to an election campaign;

- c) Not rent any Regional facility/property for any municipal election-related purpose to members of Council, candidates, third parties, or the public during any day that voting is taking place anywhere on the property, from May 1st to voting day, including set-up, hosting, or take-down activities;
- d) Take care to separate personal activities from their official positions and shall not canvass or actively work in support of a municipal candidate or third party during normal working hours unless on a leave of absence without pay, lieu time, float day or vacation leave;
- e) Request and obtain a leave of absence without pay should they wish to run for federal, provincial or municipal office and abide by the legislation governing such elections.

4.3.2 Subject to 4.3.1 Staff may be involved in campaigns as long as this involvement does not affect the objectivity with which they must discharge their duties as a representative of the Region.

5. POLICY MANAGEMENT

- 5.1 Staff are authorized and directed to take the necessary action to give effect to this policy.
- 5.2 The Integrity Commissioner may at any time be consulted by members of Council with regard to complying with any part of this policy and will be responsible for enforcement of this policy through Council's Code of Conduct.
- 5.3 Nothing in this policy shall preclude members of Council from performing their duties as a Councillor, nor inhibit them from representing their constituents.
- 5.4 The Regional Clerk is delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of the Regional Clerk in consultation with the Regional Solicitor, the amendments do not change the intent of the policy.

For Information

DATE: February 1, 2018

REPORT TITLE: **REFRESHED CORPORATE (REGIONAL) VALUES**

FROM: Lorraine Graham-Watson, Commissioner of Corporate Services

OBJECTIVE

To provide an overview of Peel's refreshed Regional Values, which are reflective of the culture that will enable achievement of Council's vision of Community for Life.

REPORT HIGHLIGHTS

- In order to achieve the outcomes of the new strategic plan and brand of Working With You, our corporate values were refreshed.
- The refreshed Regional Values were introduced to the organization on November 27th, 2017.

1. BACKGROUND

Regional Council's strategic plan was created in 2015 and the associated brand of Working with You was initiated, symbolizing the way the organization would like to work, a participatory and collaborative way of delivering value to residents.

As a result, the Region decided to take a look at its current and desired culture and actively engaged staff in the process. Staff helped identify the kind of organization they want to work for; one that is open, dynamic, collaborative, transparent, innovative and inclusive. Ultimately these traits helped inform the refreshed Regional values. The refreshed values clearly articulate the vision of the organization in a meaningful way for all staff.

2. REFRESHED CORPORATE (REGIONAL) VALUES

The refreshed Regional Values were launched to the organization on November 27, 2017. The values were created by staff across the organization. There are seven value statements:

- We are **empowered** to make a difference
- We are all **leaders** in the work we do
- We pursue and embrace **purposeful change**
- We are **genuine** and **transparent**
- We **care** about and **support** everyone's well-being and success
- We find and **implement** solutions **together**
- We provide excellent **customer service** every time

REFRESHED CORPORATE (REGIONAL) VALUES

Each value statement has defined behaviours associated with it, which describe what success looks like at the individual level (*See Appendix I, Values and Behaviours*).

Using the values as the catalyst for behavior change, the Region is equipping leaders to role model the values and behaviours and a group of Employee Ambassadors are engaging staff across the organization at a grass roots level. There is opportunity for staff at every level to actively demonstrate the desired behaviours to support achievement of Council's vision of a *Community for life*.

3. DESIRED OUTCOMES

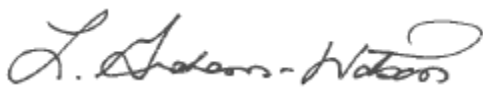
Introducing the new Regional Values across the organization will:

- Enable staff to deliver the outcomes of the new strategic plan
- Articulate a clear vision of the desired culture which will resonate with staff
- Inspire shared ownership of the values
- Drive the necessary behaviour changes that will enable Working With You
- Inspire staff to become more intentional in how they approach their work and interactions with others, benefitting the organization internally as well as the clients and community we serve

A measurement framework is currently under development. The bi-annual employee survey and recurring pulse surveys will be critical tools for measuring the progress in living the values over time.

CONCLUSION

The refreshed Regional values will enhance our ability to be a future-oriented and accountable government, increasing our impact on the Peel community and positioning the Region to achieve Council's vision of Community For Life.



Lorraine Graham-Watson, Commissioner of Corporate Services

Approved for Submission:



D. Szwarc, Chief Administrative Officer

APPENDICES

Appendix I – Region of Peel Value Statements

For further information regarding this report, please contact Juliet Jackson, Director Culture & Inclusion Ext. 6741; juliet.jackson@peelregion.ca.

Authored By: Melissa Magder, Advisor, Culture & Inclusion

Region of Peel Value Statements



Vision Community for life

Behavioural Success Statements

| | | | |
|---|--|---|--|
| <p>We are empowered to make a difference.</p> <ul style="list-style-type: none"> • I encourage and introduce new ideas • I take initiative • I enable the voice of others • I feel confident and trusted to make decisions | <p>We are all leaders in the work we do.</p> <ul style="list-style-type: none"> • I inspire and motivate others • I am accountable and responsible for actions and decisions • I role model leadership attributes and competencies • I extend trust to others • I strive for excellence in my work | <p>We pursue and embrace purposeful change.</p> <ul style="list-style-type: none"> • I actively participate in the change process • I am open to new ideas, thoughts and improvements • I demonstrate flexibility and willingness to adapt • I seek new and innovative ways of doing things • I view resistance as a path to acceptance | <p>We are genuine and transparent.</p> <ul style="list-style-type: none"> • I own successes and failures • I learn from mistakes • I say what I mean – I mean what I say • I engage in frequent feedback and encourage two-way dialogue • I approach interactions with positive intent |
|---|--|---|--|

Behavioural Success Statements

| | | |
|---|---|--|
| <p>We care about and support everyone's well-being and success.</p> <ul style="list-style-type: none"> • I respect every person for who they are • I am thoughtful and considerate • I value diversity and I practice inclusivity • I enable work-life integration • I demonstrate compassion and understanding | <p>We find and implement solutions together.</p> <ul style="list-style-type: none"> • I invite and engage our partners to solve problems • I look for opportunities in problems • I embrace diversity of thought and opinions | <p>We provide excellent customer service every time.</p> <ul style="list-style-type: none"> • I anticipate customer needs and take initiative • I seek and use client feedback to inform decisions • I demonstrate compassion, sincerity and professionalism |
|---|---|--|

ToCP Alignment

Create a Modernized Workplace • Attract & Retain Top Talent • Modernize Service Delivery

DATE: January 24, 2018

REPORT TITLE: **SUPPLY OF MANAGED CONNECTED MEETING ROOMS - DOCUMENT 2017-492P**

FROM: Stephen VanOfwegen, Acting Commissioner of Digital and Information Services

RECOMMENDATION

That the Contract (Document 2017-492P) for the Supply of Managed Connected Meeting Rooms be awarded to AVI-SPL Canada Ltd. in the estimated amount of \$989,763.60 for a contract period of five (5) years in accordance with Purchasing By-Law 113-2013;

And further, that approval be granted to renew the Contract for five optional 12 month periods, subject to available funding and satisfactory performance;

And further, that subject to budget availability, approval be granted to the Director of Procurement to increase and extend the Contract if actual requirements exceed estimated quantities, and to purchase additional related or new offerings to address evolving technology and business needs through direct negotiation with AVI-SPL Canada Ltd. based on the requirements outlined in Document 2017-492P.

REPORT HIGHLIGHTS

- The Region of Peel is undertaking workplace modernization initiatives by adopting the latest tools, devices, and up-to-date technology to support the workforce in delivering desired outcomes.
- Request for Proposal (RFP) Document 2017-492P was issued in response to support the Term of Council Priority (ToCP) - Create a Modernized Workplace.
- The RFP was competitively issued and AVI-SPL Canada Ltd. is recommended for award, providing the best overall value to the Region.
- Staff will continue to evaluate evidence and benefits of the services and technology to support the Create a Modernized Workplace ToCP.

DISCUSSION

1. Background

A modern organization also implies a modern workforce that utilizes the latest technology to enable a more mobile workforce, and connectivity such as video conferencing, up-to-date tools and devices, and cloud-based productivity applications to support the workforce in delivering desired outcomes. As part of the Digital Strategy, the Region is working to enable and empower Regional employees to work securely and efficiently using the right tools and

SUPPLY OF MANAGED CONNECTED MEETING ROOMS - DOCUMENT 2017-492P

modern technology in alignment with the Term of Council Priority (ToCP) - Create a Modernized Workplace.

The biggest benefit of the modern workplace is creating environments that encourage people to collaborate and work together with a strong emphasis on meeting rooms where brainstorming, planning and decisions are made. A modern workplace will also minimize reliance on paper-based documents and will significantly cut down on staff travel time as work can be presented, exchanged and collaborated on electronically through the use of collaboration and communication-conferencing tools and technology.

As part of workplace modernization, the Region is undertaking initiatives to increase efficiency, innovation and optimize the use of existing real estate. The program will also improve the flexibility and adaptability of office workspaces to meet evolving business needs of employees, partners and vendors.

Staff have worked to deliver a solution suitable for a modern workplace and digital world by providing a technology platform and services for equipping meeting rooms to allow a full and immersive collaboration experience. The collaboration platform will be centered on Microsoft Office 365 / Skype for Business Online as the platform of choice, to further leverage our investment in Microsoft Office 365 licenses. Others, such as the City of Calgary, Province of New Brunswick, Canada Revenue Agency, House of Commons and Justice Canada are also using these technologies.

The recommended products and services will provide the following capabilities:

High definition video conferencing, high definition audio conferencing, sharing and modification of content in real time, ability to share and “mark-up” content in real time, screen sharing and file sharing. The proposed solution will also deliver and enable services to equip meeting rooms with traditional meeting room technology such as, but not limited to, projectors, white boards etc., including maintenance and support services for all meeting room equipment.

Tools and capabilities will be deployed in select meeting rooms as a pilot in 2018 and expanded as required.

2. Procurement Process

In accordance with Purchasing By-law 113-2013, the process to award this Contract was compliant and requires Regional Council approval.

The Region of Peel issued RFP Document 2017-492P for the Supply of Managed Connected Meeting Rooms on August 24, 2017 and closed on October 6, 2017.

Submissions for the Request for Proposal (RFP) that was issued on August 24, 2017 and closed on October 6, 2017 were received from AVI-SPL Canada Ltd., CBCI Telecom Canada Inc., Long View Systems Corporation, Advanced Presentation Products Inc., and Design Electronics Ltd.

The submissions were reviewed and evaluated by a staff evaluation committee. The evaluation included vendor profile, staff experience, proposed approach and methodology, and vendor interviews and demonstrations. Upon completion of the technical evaluation,

SUPPLY OF MANAGED CONNECTED MEETING ROOMS - DOCUMENT 2017-492P

AVI-SPL Canada Ltd. and CBCI Telecom Canada Inc. submissions advanced to the second phase of the evaluation, where the Purchasing representative opened the financial proposals and completed the analysis.

The evaluation summary is as follows:

| Vendor Name and Location | Technical (80 per cent) | Financial (20 per cent) | Price Submitted | Overall Ranking |
|---------------------------------|--------------------------------|--------------------------------|------------------------|------------------------|
| AVI-SPL Canada Ltd. | 1 | 1 | \$989,763.60 | 1 |
| CBCI Telecom Canada Inc. | 2 | 2 | \$1,061,202.53 | 2 |

The quantity in the RFP was for evaluation purposes only. Actual work will be determined based on true requirements and a thorough benefits analysis.

The proposal from AVI-SPL Canada Ltd. received the highest overall score when assessing the combination of technical proficiency and price. Their proposal demonstrated a thorough understanding of the assignment, proposed an experienced project team and presented a well-structured and detailed methodology by demonstrating their understanding of the level of effort required for the successful completion of the project. The evaluation committee has concluded that the proposal submitted by AVI-SPL Canada Ltd. provides the best overall value to the Region.

FINANCIAL IMPLICATIONS

There are sufficient funds available in the approved Capital Project #18-7580 Communications and Collaboration Technology, to award the contract up to the estimated amount of \$989,763.60 (excluding applicable taxes).



Stephen VanOfwegen, Acting Commissioner of Digital and Information Services

Approved for Submission:


D. Szwarc, Chief Administrative Officer

For further information regarding this report, please contact Ivan Sabados.

Authored By: Ivan Sabados

*Reviewed in workflow by:
Purchasing*

DATE: January 23, 2018

REPORT TITLE: **CODE OF CONDUCT COMPLAINT – SPROVIERI V. JEFFREY**

FROM: Robert Swayze, Integrity Commissioner

RECOMMENDATION

That the Report dated January 23, 2018, from the Integrity Commissioner on the complaint against Regional Councillor Jeffrey from Regional Councillor Sprovieri be received.

REPORT HIGHLIGHTS

- The Integrity Commissioner has received a complaint alleging that Regional Councillor Jeffrey (“Mayor Jeffrey”) contravened the *Municipal Conflict of Interest Act* (“MCIA”) by attempting to influence the vote of two members of Council on a matter in which she had a pecuniary conflict of interest.
- The Integrity Commissioner found that he has no jurisdiction to consider whether the MCIA has been violated and that the Council Code of Conduct (the “Code”) does not expressly make a breach of the MCIA, a breach of the Code.

DISCUSSION

1. Background

On November 30, 2017 I received a complaint from Councillor Sprovieri alleging that Mayor Jeffrey violated the MCIA by attempting to influence the vote on a matter in which she had a pecuniary conflict of interest. She was obligated to pay for personal legal advice on whether she had a conflict of interest in another Regional matter and wished to be compensated by the Region for her legal fees. She is entitled to ask for remuneration of expenses incurred in her capacity as a member of Council under section 283 (2) of the *Municipal Act*. I have not found it necessary to interview either the complainant or the respondent because the facts contained within the complaint are not in dispute.

Mayor Jeffrey approached the Clerk for advice and was told to request her lawyer to write to Council which would be considered in closed session and Mayor Jeffrey would be required to declare a conflict and leave the meeting during the consideration of the item. The Clerk also prepared a draft motion to approve the request which she sent to Mayor Jeffrey.

CODE OF CONDUCT COMPLAINT – SPROVIERI V. JEFFREY

Mayor Jeffrey then called Mayor Crombie and Councillor Medeiros requesting that they move and second the motion when the item comes before Council in closed session. She or her chief of staff then sent the draft motion to both of them.

The MCIA provides as follows:

“5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).”

When the request reached Council in closed session on November 23, 2017, Mayor Jeffrey complied with subsections (a) and (b) by declaring a conflict and leaving the meeting, but admits that she did, before the meeting, speak with the two other members of Council requesting that they move and second the motion.

2. Report

Until the coming into force of Bill 68, which does not occur until March 1, 2019, as Integrity Commissioner, I have no jurisdiction to consider a complaint under the MCIA. At this time only an application can be made to the Superior Court of Justice. However, I feel bound to offer the opinion that both Mayor Jeffrey and the Clerk acted in good faith and Mayor Jeffrey made an innocent error in judgement which would be excused by the Court pursuant to section 10 (2) of the MCIA reproduced below:

“10 (2) Where the judge determines that a member or a former member while he or she was a member, has contravened subsection 5 (1), (2) or (3), if the judge finds that the contravention was committed through inadvertence or by reason of an error in judgment, the member is not subject to having his or her seat declared vacant and the member or former member is not subject to being disqualified as a member, as provided by subsection (1). R.S.O. 1990, c. M.50, s. 10 (2).”

The complaint did not claim that the Regional Code was violated. However, I have also reviewed the Code which at this time does not incorporate by reference the MCIA, in any attempt to trigger an offence against the MCIA as an offence against the Code. It only recites the MCIA as legislation governing the members of Council which does not give me any jurisdiction to rule on such a complaint under the Code.



Robert J. Swayze, Integrity Commissioner

PEEL REGIONAL POLICE
7150 Mississauga Road
Mississauga, Ontario
Canada L5N 8M5

JENNIFER EVANS
Chief of Police



905-453-3311

peelpolice.ca

PROUD TO BE PEEL

Regional Municipality of Peel
Office of the Regional Chair

January 12, 2018

JAN 22 2018

Mr. Frank Dale
Regional Chair
10 Peel Centre Drive
Brampton, ON L6T 4B9

RECEIVED

RECEIVED

January 22, 2018

REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

Dear Chair Dale,


In August of 2017 I wrote to you regarding the Metrolinx Light Rail System (LTR) Project along the Hurontario Street corridor that is scheduled to begin in 2018. At that time I expressed concerns about a potential disruption from the construction to the Public Sector Network (PSN), the high speed fibre network that emergency services in the region rely on to interconnect dispatch centres and both data and voice communications.

I had indicated previously that Peel Regional Police would be using capital funds in the amount of \$600,000 to build in contingency connections to ensure that there is no loss of connectivity should a disruption occur during the construction of the LTR. I also asked for your assistance in advocating for reimbursement of the cost from Metrolinx for these contingencies.

A further review of our Public Sector Network network indicates that, although we already have redundancy built into the system, we could strengthen our business continuity by adding additional routing to the network to reduce risk from any potential disruptions in the future.

Peel Regional Police is therefore fully prepared to fund the cost to build the contingency connections previously discussed. We will no longer be seeking reimbursement from Metrolinx for those costs. Metrolinx has agreed to fund restoration of the PSN infrastructure should it be damaged during their construction and we are satisfied with that commitment. Should you have any concerns please feel free to contact me.

Sincerely,


Jennifer Evans
Chief - Peel Regional Police

REFERRAL TO _____
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED _____

/ab

cc: Mr. Amrik Ahluwalia – Chair, Peel Police Services Board



Minister of Transport

Ministre des Transports

Ottawa, Canada K1A 0N5

JAN 22 2018

Regional Municipality of Peel
Office of the Regional Chair

Mr. Frank Dale
Regional Chair and Chief Executive Officer
The Regional Municipality of Peel
10 Peel Centre Drive, Suite A
Brampton ON L6T 4B9

JAN 25 2018

RECEIVED

January 25, 2018

REGION OF PEEL

OFFICE OF THE REGIONAL CLERK

RECEIVED

Dear Mr. Dale:

Thank you for your correspondence of November 20, 2017, addressed to the Honourable Bill Morneau, Minister of Finance, and to me, in which you shared the Regional Council's resolution regarding the possibility of privatizing Canadian airports.

No decisions have been made concerning the privatization of airports. Such action could only be contemplated after careful analysis and consideration. As I have stated in the past, one of this government's highest priorities is to improve the air traveller experience throughout the country. My specific goals are to facilitate lower prices and more choices, reduce the amount of time that passengers go through security and border processing, and establish a rights regime for air travellers. These factors guide me in my decisions with respect to airports and airlines. Airport infrastructure is an important part of this process. Consequently, the government is investigating the strengths and weaknesses of other models around the globe to ensure that Canada's airports continue to be among the best in the world.

Thank you again for writing and sharing your comments with me.

Yours sincerely,

The Honourable Marc Garneau, P.C., M.P.
Minister of Transport

REFERRAL TO _____

RECOMMENDED

DIRECTION REQUIRED _____

RECEIPT RECOMMENDED _____

c.c. The Honourable Bill Morneau, P.C., M.P.,
Minister of Finance



Office of the Chair

November 20, 2017

Resolution Number 2017-906

The Honourable Bill Morneau
Minister of Finance
Department of Finance Canada
90 Elgin Street
Ottawa, ON K1A 0G5

The Honourable Marc Garneau
Minister of Transport
House of Commons
Ottawa, ON K1A 0A6

Dear Minister Morneau and Minister Garneau:

Subject: Motion Regarding Airport Privatization of Pearson International Airport

I am writing to advise that Regional Council approved the following resolution at its meeting held on Thursday, November 9, 2017:

Resolution 2017-906:

Whereas airports are a public asset meant to benefit the entire community;

And whereas, recent media reports indicate that the Government of Canada is actively considering the privatization of Canada's airports in order to achieve a one-time financial windfall and this plan may be formalized in the upcoming federal budget;

And whereas, airports are part of the core economies, including the tourism economy in Toronto, and social infrastructure of every community and region and consultation with local governments needs to be advanced on this issue;

And whereas, Toronto Pearson International Airport is undergoing a Master Plan Review with many unknown impacts to the Region of Peel and Greater Toronto Area;

And whereas, Toronto Pearson International Airport has not signed a Memorandum of Understanding with the Region of Peel;

And whereas, in a country as vast and sparsely populated as Canada, safe and efficient air transportation is essential to connecting families and communities and to continued economic prosperity;

And whereas, Canada's airports are vital assets that contribute to the quality of life and economic growth in the cities, communities and regions they serve;

And whereas, the international experience in airport privatization has often resulted in higher fees and reduced services for travellers and airlines as a result of efforts to maximize return on investment;

14.2-3

And whereas, such outcomes would negatively affect communities of all sizes across Canada by making air travel more expensive and reducing service;

And whereas, the last decade has seen a massive increase in the number of Canadians using air travel to connect with loved ones, enjoy well deserved vacations and explore the country, or help create jobs;

And whereas, any increase in fees on air travel resulting from the privatization of airports would constitute an unfair tax on Canada's middle class;

And whereas, divestiture of airports to local not-for-profit authorities in 1994, led to massive user-financed investments in airport infrastructure which have given Canada an enviable network of world class airports;

And whereas, the physical infrastructure of airports has been modernized, the governance system under which they operate has not kept up with the times and is now in urgent need of repair;

And whereas, that situation would only be exacerbated in a privatized for-profit system;

And whereas, Federation of Canadian Municipalities unanimously passed a Resolution to call on the Government of Canada to consult with Canadian local governments and other stakeholders before making any ownership changes to Canada's airports and to develop an air transport policy that reflects the true needs and aspirations of Canadians and Canadian communities;

And whereas, the City of Mississauga unanimously passed a Resolution to call on the Government of Canada to consult with Canadian local governments and other stakeholders before making any ownership changes to Canada's airports and to develop an air transport policy that reflects the true needs and aspirations of Canadians and Canadian communities;

Therefore be it resolved, that the Regional Municipality of Peel call on the Government of Canada to consult with Canadian local governments and other stakeholders before making any ownership changes to Canada's airports and to develop an air transport policy that reflects the true needs and aspirations of Canadians and Canadian communities.

On behalf of Regional Council, I request that you give consideration to the above resolution.



Frank Dale
Regional Chair and Chief Executive Officer

FD:sm

c: Lorraine Graham-Watson, Commissioner of Corporate Services
Kathryn Lockyer, Director and Regional Clerk

ROBERT J. SWAYZE

BARRISTER & SOLICITOR

CERTIFIED BY THE LAW SOCIETY OF ONTARIO AS A SPECIALIST IN
MUNICIPAL LAW - LOCAL GOVERNMENT/LAND USE PLANNING AND DEVELOPMENT

TELE: (519) 942-0070
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E-mail: robert.swayze@sympatico.ca

20736 Mississauga Road
CALEDON, ONTARIO
L7K 1M7

January 30, 2018

Chairman and Council
Regional Municipality of Peel
10 Peel Centre Drive
Brampton ON L6T 4B9

RECEIVED

January 30, 2018
REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

Dear Chair and Council:

Re: Integrity Commissioner Services

Please accept this letter as the final report on my activities serving as Integrity Commissioner and Lobbyist Registrar for the Region during 2017. I commenced work on January 16, 2017 and the term of my contract expires on January 31, 2018. I wish to thank all members of Council and staff for their enthusiastic and helpful support to me in my service in both roles.

Most of my activity has been advising staff on the enactment of a by-law to establish a Lobbyist Registry and in amending the Council Code of Conduct (the "Code") which was adopted before my appointment. I worked with staff on a revision to the Code through several drafts and prepared a report to Council in October of 2017 making recommendations on amendments. I requested that the presentation of this report to Council be postponed, because at the same time, an RFP was posted for the provision of Integrity Commissioner and Lobbyist Registrar services extending beyond the term of my contract. Since I intended to bid, I was concerned that my presentation of such a report might contravene the Purchasing By-law.

I was not the successful proponent in the RFP and I have agreed that my draft report be delivered to the new Integrity Commissioner for their comments to be supplied to Council in a fresh report.

During my term, I attended only one meeting of Council on April 23, 2017 when a concern was raised by a member of Council over the apparent requirement for a homeowner to be registered as a lobbyist if he or she wished to speak to a member of Council concerning an issue in their neighbourhood.

In the Lobbyist Registry by-law the definition of "lobby" refers to an "individual who is paid or who represents a business or financial interest..." However, the definition of "voluntary unpaid lobbyist" refers only, to those persons who lobby on behalf of a business or other organization which excludes a homeowner unless the lobby is on behalf of a business carried on in the home. Accordingly, in my opinion, homeowners speaking to Councillors about

REFERRAL TO _____
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED _____

neighbourhood issues do not need to register and therefore no amendment to the by-law is recommended.

The following will summarize my activities in addition to advising staff on documentation:

Complaints

I received two complaints during my term, one of which is reported on and included on the same Council agenda as this letter. The second complaint was against all members of Council except Councillor Sprovieri and related to Council's support of fluoridation of water. The complainant identified sections of the Code which were alleged to have been contravened. I summarily dismissed this complaint by confidential E-mail sent to the complainant, on the basis that I report to Council and do not have the jurisdiction to rule on any of its decisions on issues, duly voted on by a majority of its members.

Advice to Members of Council

I was requested for advice both by telephone and E-mail, from members of Council on seven occasions and in each case, responded in writing. Recounting this advice is deemed by me at this time, not to be useful to members and it will remain confidential.

Advice to Members of Staff

In addition to advising staff on documentation, I had a request from the Finance department on the requirement for members of financial institutions to register as lobbyists when they participate with financial staff in advisory groups on investment. I consulted with other municipalities with Lobbyist By-laws and recommended that they register out of an abundance of caution. Registration involves no cost or other obligation.

Advice to Members of the Public

I had requests for advice from only two members of the public during my term. It is my policy and I gave such advice on the Code and the Lobbyist by-laws by E-mail on a factual basis without encouraging any complaints against members of Council.

Again, my sincere thanks to Council and staff for a gratifying experience serving as your Integrity Commissioner and Lobbyist Registrar.

Respectfully submitted,



Robert Swayze

THE REGIONAL MUNICIPALITY OF PEEL

BY-LAW NUMBER 9-2018

A by-law to govern the calling, place, and proceedings of the meetings of Council and its committees and the conduct of their members and to repeal By-laws 100-2012, 117-2013 and 12-2016.

WHEREAS the Council of the Regional Corporation has by Resolution on 25th day of January, 2018 authorized the passing of a by-law to govern the proceedings of Council and its committees pursuant to Section 238(2) of the *Municipal Act, S.O. 2001*, Chapter 25, as amended, and the *Regional Municipality of Peel Act, 2005*, S.O. 2005, Chapter 20;

NOW THEREFORE, the Council of the Regional Corporation enacts as follows:

1. GENERAL

1.1 RULES OF PROCEDURE

- 1.1.1 Subject to the provisions of any applicable statutes, the calling, place and proceedings of meetings of Council and its committees and the conduct of their members, shall be governed by the rules and procedures contained in this by-law and the provisions of this by-law may be referred to as the "Rules of Procedure".
- 1.1.2 Where any matter related to the conduct of meetings is not expressly or by necessary implication provided for in this by-law, the rules of procedure as contained in Robert's Rules of Order shall be followed for governing the proceedings of Council and its committees and the conduct of their members.
- 1.1.3 The Rules of Procedure, may be suspended with respect to the consideration of one or more matters or questions during the course of a single meeting by a two-thirds vote. Such a motion shall identify the basis of the request for the suspension of rules.
- 1.1.4 Informal meetings of Council or committee may be called so long as there is not a quorum of Councillors present and during any such informal meetings, no motion may be presented and no resolution or by-law may be passed. A notice of motion may be added to the agenda for consideration at a subsequent formal meeting of Council or committee as the case may be.

1.2. DEFINITIONS

- 1.2.1 “announcements” means any announcement related to Regional programs and services to an event of interest to the general public, and shall not include a delegation. These are intended for the purpose of sharing information about a community or staff events, activities or functions and shall be sponsored by a Council member.
- 1.2.2 “by-law” means an enactment of Council in writing described on its face as a by-law of The Regional Municipality of Peel, the original of which has been authenticated by the signatures of the Regional Chair and the Regional Clerk and ‘by-law’ may be used to refer to the written document presented to Council for enactment as a by-law where the context requires.
- 1.2.3 “committee” means any advisory committee or other committee, subcommittee or similar entity, of which at least 50 per cent of the committee members are members of Regional Council. The members of the committee who are Regional Council members have the right to designate another member of Council, other than the Regional Chair, to attend and vote in that member’s absence.
- 1.2.4 “Committee Chair” means the member of a committee that was elected to preside over the committee meetings by the members of the committee.
- 1.2.5 “committee recommendation” means a recommendation passed by a committee that is presented for adoption as a resolution by Council.
- 1.2.6 “committee report” means the minutes of a committee meeting containing any committee recommendations.
- 1.2.7 “Council Section” means the portion of the agenda under which reports, correspondence and presentations are grouped, and shall include but not necessarily be limited to Health, Human Services, Enterprise Programs and Services, and Public Works, but shall not include those matters to be considered In Camera.
- 1.2.8 “Council Section Chair” means the person elected to preside over a Council Section during a Council meeting.
- 1.2.9 “delivery” or “agenda delivery” means the manner of distributing the agendas to Members of Council, and the Regional Chair including hand-delivery, distribution via

courier, use of electronic means and/or e-mail not less than 48 hours prior to a Council or committee meeting.

- 1.2.10 "eligible to vote" means having as a member the right to vote at a meeting. At a meeting of Council every member present, including the Section Chair, other than the Regional Chair, has the right to vote, except in the case of an equality of votes in which case the Regional Chair shall have a vote, and at any committee meeting every member present including the Presiding Officer and the Regional Chair has the right to vote.
- 1.2.11 "ex-officio" means by virtue of the office or position. The Regional Chair is an ex-officio member of all committees who shall have the full voting privileges and be counted for quorum.
- 1.2.12 "Inaugural Meeting" means the first meeting of Regional Council following a regular election.
- 1.2.13 "In Camera" means that part of a meeting that is closed to the public, other than those persons specifically invited by the Regional Chair, Council or committee members to remain and may also be referred to as "Closed Session".
- 1.2.14 "Investigator" means the person or agency retained by The Regional Municipality of Peel to conduct closed session investigations or appeals.
- 1.2.15 "majority vote" means more than half of the votes cast by the members who are present and eligible to vote.
- 1.2.16 "meeting" includes any regular, special or other meeting of Council or committee where a quorum of members is present and members discuss or otherwise deal with any matter in a way that materially advances the business or decision making of the council, local board or committee.
- 1.2.17 "member" means a Regional Councillor and includes the Regional Chair, except that in respect of an advisory committee it shall also refer to committee members who are not members of Regional Council provided that any such committee member shall not have the right to designate another person or member of Council to attend and vote in that member's absence, unless specifically permitted to do so by the Terms of Reference of said committee.

- 1.2.18 "Notice of Motion" means a motion provided by a member who shall be the owner of the motion to be brought at the next meeting and will be listed under the Notice of Motion section of a Council agenda.
- 1.2.19 "motion" means a proposal by a member presented in a meeting in accordance with the Rules of Procedure, that Council resolve and effect a decision and includes a committee recommendation contained in a committee report.
- 1.2.20 "other business" means new business or a matter not related to an item on the draft agenda pertinent to the business of the Region that may be of urgent nature; require direction from Council or committee or report back to a future meeting of Council or committee.
- 1.2.21 "Presiding Officer" means the Regional Chair or the Council Section Chair or the Committee Chair while they are presiding at a meeting, and such other person as may be authorized or appointed to preside at a meeting in their absence under the Rules of Procedure, or as provided in the committee's Terms of Reference.
- 1.2.22 "public meeting" means a public meeting under the *Municipal Act, 2001, as amended*, or the *Planning Act*, or any other statute that requires or permits Council to hold a public meeting, in accordance with Appendix 3 – Public Meetings.
- 1.2.23 "quorum" means a majority of members representing all lower-tier municipalities at Council meetings or a majority of the total number of committee members or as provided in a committee's Terms of Reference.
- 1.2.24 "recorded vote" means a vote in which the votes of all members present for the vote are recorded showing the names, whether they voted in favour or opposed or abstained.
- 1.2.25 "Region" and "Regional Corporation" means The Regional Municipality of Peel.
- 1.2.26 "Regional Chair" means the head of Council.
- 1.2.27 "Regional Clerk" and "Clerk" means the Clerk of the Region appointed under the *Municipal Act, 2001, as amended*, and shall include an "Acting Regional Clerk" and any other employee of the Regional Corporation to whom the Regional Clerk has delegated any of the Clerk's powers and duties under the *Municipal Act, 2001, as amended*, to the extent that they are authorized to perform any of the duties of the Clerk under this by-law.

- 1.2.28 “resolution” means the decision on any motion passed or committee recommendation adopted in a meeting of Council.
- 1.2.29 “special meeting” means a separate session of Council or committee held at a time different from that of any regular meeting; convened only to consider one or more items of business specified in the call of the meeting; and the reason for special meetings is to deal with matters that may arise between regular meetings; to dedicate an entire session to one or more particular matters; or to deal with a contentious item that could attract a significant number of delegation requests and discussions.
- 1.2.30 "two-thirds vote" means at least two-thirds of the votes cast by members who are present and eligible to vote.
- 1.2.31 “vacant” or “vacancy” means a vacant seat under the *Municipal Act, 2001, as amended*.
- 1.2.32 “Vice-Chair” refers to the Vice-Chair of a Council Section or the Vice-Chair of a committee who upon election has the function of presiding over a meeting or portion of a meeting in the absence of the Council Section Chair or the Committee Chair.
- 1.2.33 “workshop” means a meeting of Council conducted in accordance with section 5.10 of this by-law, intended for all members of Council, for the purpose of:
- a. receiving a briefing on municipal business;
 - b. discussing emerging priorities and issues, including strategic planning; and/or
 - c. training purposes.

2. **REGIONAL CHAIR**

2.1. GENERAL

- 2.1.1 It shall be the role of the Regional Chair to carry out the responsibilities set forth in the *Municipal Act, 2001*, sections 225 and 226.1, as amended from time to time, as well as the responsibilities outlined in this by-law.
- 2.1.2 The Regional Chair shall be an ex-officio member of all committees but shall not be counted in determining the size of the committees and/or quorum, but shall be entitled to all the rights of membership in the committees, including making motions and voting.

- 2.1.3 The Regional Chair shall not be eligible to be a Council Section Chair or Vice-Chair but may preside in place of a Council Section Chair or Vice-Chair when both are absent from a meeting.
- 2.1.4 The Regional Chair shall not vote in a Council meeting except in the event of an equality of votes.

Note: On December 1, 2018, section 2.1.4 of the Procedure By-law will be repealed and the following substituted:

- 2.1.4 The Regional Chair shall be eligible to vote as a member of Council.

2.2. DUTIES

- 2.2.1 The Regional Chair shall be the Presiding Officer at meetings of Council and it shall be the duty of the Regional Chair:
- a. to call the members to order, call the roll, announce the business before Council and conduct the meeting in accordance with the Rules of Procedure;
 - b. to enforce the Rules of Procedure;
 - c. to preserve order and decide points of order;
 - d. to expel or exclude from any meeting any person who has been determined to be guilty of improper conduct at the meeting;
 - e. where it is not possible to maintain order, the Regional Chair may, without any motion being put, adjourn the meeting to a time to be named by the Regional Chair;
 - f. to authenticate by signature all by-laws, resolutions, and minutes of Council;
 - g. to call upon the Council Section Chair to preside over their respective Council section;
 - h. to receive and put to a vote all motions, resolutions and by-laws presented by the members of Council and to announce the result when this function is not performed by a Section Chair or Vice-Chair; and
 - i. to preside over all in camera matters

2.3. REGIONAL CHAIR ABSENT

- 2.3.1 During all absences of the Regional Chair, or if the Office of the Regional Chair becomes vacant, each member of Council in rotation is hereby appointed Acting Regional Chair from time to time in the place and stead of the Regional Chair during the calendar month for which that member is designated on the Acting Regional Chair list prepared by the Regional Clerk.

- 2.3.2 At the beginning of each term of Council the Regional Clerk shall prepare an Acting Regional Chair list designating each member, other than the Regional Chair, for each calendar month during the term by first listing the members who were members of Council during the immediately preceding term in alphabetical order, then followed by the newly elected members in alphabetical order, then followed by all members in alphabetical order as are needed to complete designations for each calendar month during the term.
- 2.3.3 Should any member be unable to carry out the duties of Acting Regional Chair during the month for which the member is designated, the next member on the list is hereby appointed as Acting Regional Chair during such inability. At such time as the originally designated member is able to carry out the duties of Acting Regional Chair in that same month, the appointment shall return to that member.
- 2.3.4 If the Regional Chair is known to be absent or if the Regional Chair does not attend a meeting of Council within 15 minutes after the time appointed, the Acting Regional Chair shall call the members to order, and if a quorum is present, shall preside during the meeting or until the arrival of the Regional Chair.
- 2.3.5 The Acting Regional Chair is authorized to exercise the powers and carry out the duties of the Regional Chair while so acting, save and except that the Acting Regional Chair shall have one vote on any question at a meeting of Regional Council and shall not be permitted to have a casting vote following an equality of votes.
- 2.3.6 The Regional Chair shall formally advise Council of any intention to be absent from the office for a period longer than three consecutive weeks.

3. PRESIDING OFFICERS OF A COUNCIL SECTION

- 3.1 The initial term of Council Section Chairs and Vice-Chairs shall be 24 months, unless superseded by a resolution of Council. The second term of Council Section Chairs and Vice-Chairs shall be for the remainder of the term of Council, unless superseded by a resolution of Council.
- 3.2 The Council Section Chairs and Vice-Chairs shall be elected by Council, in accordance with Appendix 1 - Election of Council Section Chairs and Vice-Chairs. The election of Council Section Chairs and Vice-Chairs shall be conducted at the first Council meeting after the Inaugural Meeting, and at the meeting closest to, but not after, 24 months after the beginning of the term of Council.

- 3.3 A member shall only serve as a Chair or Vice-Chair of one section during a term of Council Section Chairs and Vice-Chairs.
- 3.4 If the position of Council Section Chair or Vice-Chair becomes vacant, Council shall appoint a member to fill the vacancy.
- 3.5 A Council Section Chair or Vice-Chair shall preside over their respective Council sections to receive and put to a vote all motions and resolutions presented by the members of Council and to announce the result.
- 3.6 A Council Section Chair or Vice-Chair will vote on all motions and resolutions even when they are presiding over an agenda section for their respective Council sections.

4. MEETINGS

4.1. INAUGURAL MEETING - Council

- 4.1.1 The Inaugural Meeting shall be held after the councils of the local municipalities have held their first meetings, but in any event, not later than the 14th day following the day on which the term of office commences.
- 4.1.2 The Regional Clerk shall call the Inaugural Meeting at such time as may be appropriate.
- 4.1.3 The place of the Inaugural Meeting shall be the Region of Peel Council Chambers, unless otherwise determined by the Regional Clerk.
- 4.1.4 The Regional Clerk shall preside at the Inaugural Meeting until the Regional Chair has taken the required declaration of office.

4.2. REGULAR MEETINGS - Council and Committees

- 4.2.1 The schedule of regular meetings of Council and such other committees as have been struck by Council shall be established by Regional Council on an annual basis in September for the next calendar year. The Regional Clerk shall prepare and present a draft schedule of regular meetings to Regional Council in the month of September each year. Changes to the schedule may be made by the Regional Clerk by the addition or cancellation of meetings in accordance with this By-law or the Terms of Reference of a committee or by changing the times of meetings.

- 4.2.2 The draft schedule of regular meetings prepared by the Regional Clerk shall provide for the following:
- a. all regular Council meetings will be held on a Thursday beginning at 9:30 a.m., or at the call of the Regional Chair;
 - b. there shall be a two week rotation of meetings of Council to be followed by committee meetings as follows:
 - i) Week 1 and Week 3 – Committee meetings
 - ii) Week 2 and Week 4 – Council meetings
 - iii) Week 5 – Regional business days;
 - c. despite the two week rotation there shall be no Council or committee meetings during the one week designated by the Peel School Boards for the March break or during the week before or after Christmas or the week after New Year's or during the month of October in the year of a regular election;
 - d. during July, there shall be only one meeting which shall be held on the first or second Thursday of the month in order to accommodate the Canada Day Statutory Holiday, which shall be a meeting of Council;
 - e. no Council or committee meeting will be held during August, unless called by the Regional Chair; and
 - f. public notice of all regularly scheduled meetings of Council and committees shall be given by posting on the Region of Peel website, the schedule of regular meetings as same may be amended from time to time, for the ensuing year as approved by Regional Council pursuant to Section 4.2 of this by-law.
- 4.2.3 Notwithstanding the foregoing, the schedule of regular meetings established by Council may vary from the requirements of clause 4.2.2 as Council may determine, or as the Regional Clerk may determine from time to time.
- a. public notice of all meetings not shown on the schedule of regular meetings shall be given by posting on the Region of Peel website a Notice of the meeting in a form sufficient to indicate the date, time and location of the meeting and the nature of the matters to be considered, at least 48 hours before the meeting is to be held.
- 4.2.4 Unless otherwise directed by Council, all Thursdays shall be considered as Regional business days to be held available by members for meetings of Council or committee, workshops or other Regional business.

- 4.2.5 The Regional Chair, in consultation with the Regional Clerk, may at any time cancel or reschedule any regular meeting of Council or any other committee.
 - 4.2.6 A Committee Chair, in consultation with the Regional Clerk, may cancel or reschedule his or her committee meeting.
 - 4.2.7 In addition to the schedule of regular meetings, the Regional Chair may call a meeting of Council upon 48 hours notice to all members.
 - 4.2.8 Committees shall meet at such date, time and place as Council or the committees themselves decide or at the call of the Committee Chair with 48 hours notice, in accordance with 4.2.3.a.
 - 4.2.9 No committee shall meet while Council is in session.
 - 4.2.10 Seating at Council meetings shall be in alphabetical order of the members' surnames, with the first member seated closest to the left of the seat provided for the Regional Chair.
 - 4.2.11 All meetings of Council and committees shall be held in the Council Chambers at 10 Peel Centre Drive, Suite A, Brampton or at such other place within the Region of Peel as is specified in the notice calling the meeting or as may be determined by Council or the committee as the case may be.
 - 4.2.13 A regular meeting of Council shall not carry on past 3:30 p.m. except that Council may pass a by-law confirming the proceedings of the meeting to that point of the meeting and may pass a resolution to carry on past that time. Subject to a resolution to the contrary, the meeting shall be adjourned at 3:30 p.m. and the business on the agenda for that meeting which was not dealt with at that meeting shall be placed on the agenda for the next regular meeting of Council.
 - 4.2.14 When a meeting of Council commences before noon and carries on or is likely to carry on after noon, the Regional Chair shall call a recess approximately between noon and 12:30 p.m. for the purpose of a half hour lunch break.
 - 4.2.15 Any meeting may by resolution by majority vote be recessed from time to time to resume at the location and at the time and date stated in the resolution.
- 4.3 SPECIAL MEETINGS – Council and Committees
- 4.3.1 Upon notice as set out in clause 4.3.3 the Regional Chair may at any time summon a special meeting of Council in which case

the Regional Clerk shall provide notice in accordance with Section 4.3.3.

4.3.2 Upon notice as set out in clause 4.3.3 a Committee Chair may at any time summon a special committee meeting of the committee of which he or she is Committee Chair in which case the Regional Clerk shall provide notice in accordance with Section 4.3.3.

4.3.3 Special meetings summoned under clauses 4.3.1 and 4.3.2 shall not be held unless written notice of the special meeting detailing the date, time and place and the matters to be considered at the meeting is delivered not less than 48 hours before the time set for the meeting, to all members at the members' municipal offices or by electronic means.

a. public notice of special meetings as set out in clause 4.3.1 shall be given by posting on the Region of Peel website a Notice of the meeting in a form sufficient to indicate the date, time and location of the meeting and the nature of the matters to be considered at least 48 hours before the meeting is to be held.

4.4. MEETINGS OF COUNCIL FOR EMERGENCIES

4.4.1 Despite any other provisions of this By-law, a meeting of Council for an emergency may be called by the Regional Chair, without written notice, to deal with an emergency, provided that an attempt has been made by the Regional Clerk to notify members about the meeting as soon as possible and in the most expedient manner available.

4.4.2 The only business to be dealt with at a meeting of Council to deal with an emergency shall be business dealing directly with the emergency.

4.4.3 The lack of receipt of a notice of, or an agenda for, a meeting of Council to deal with an emergency by any Member of Council shall not affect the validity of the meeting or any action taken at such meeting.

4.5. QUORUM - Council and Committees

4.5.1 Thirteen members of Council, including at least one member representing each local municipality, are necessary to form a quorum at a meeting of Council. The Regional Chair shall be counted in determining quorum.

- 4.5.2 A quorum for a committee is a majority of the total number of committee members or as provided in the Terms of Reference for that committee and does not require that all three area municipalities be represented, unless required under the committee's Terms of Reference as approved by Council. The Regional Chair shall not be counted in determining quorum.
- 4.5.3 No meeting shall commence or conduct business unless quorum is present.
- 4.5.4 If no quorum is present 30 minutes after the time appointed for a meeting of Council or committee, the Presiding Officer shall call the roll and the Regional Clerk or recording secretary shall record the names of the members present and the members shall then be discharged.
- 4.5.5 If during the course of a meeting quorum is lost, then the meeting shall be deemed to have recessed for 30 minutes to reconvene when quorum is regained. If quorum is not regained within 30 minutes then the Presiding Officer shall call the roll and the Regional Clerk or recording secretary shall record in the minutes the names of those present, and the meeting shall stand adjourned.
- 4.5.6 If a meeting of Council or committee stands adjourned for lack of quorum, the business on the agenda for that meeting which was not dealt with at that meeting shall be placed on the agenda for the next regular meeting of that body.
- 4.5.7 Notwithstanding clauses 4.5.3, 4.5.4 and 4.5.6, where no quorum is present, members who are present at the time and place set for the meeting may receive submissions or information from the public or staff unless the submissions or information are in respect of a hearing required under statute. The Regional Clerk shall prepare a report to Council which shall record:
- a. the place, date and time of meeting;
 - b. the name of the Presiding Officer and the record of attendance of the members; the name of the recording secretary, senior staff and Clerk's staff present; and
 - c. the report of the Regional Clerk may contain such notes and annotations as may describe portions of the submissions or information received from the public or staff.

5. MEETING PROCEEDINGS**5.1. AGENDA - Council and Committees**

- 5.1.1 The Regional Clerk shall prepare a draft agenda for all meetings of Council and committees. The Regional Clerk may amend the draft agenda by adding matters to or deleting matters from the draft agenda at any time before the commencement of the meeting.
- 5.1.2 Before considering any business at a meeting for which a draft agenda or revised draft agenda has been prepared, Council or committee as the case may be, shall by resolution approve or amend and approve the draft agenda or revised draft agenda as the agenda for the meeting. A motion to further amend the agenda following its approval shall require a two-thirds vote. Subject to any resolution to the contrary, the order of the agenda can be changed at the direction of Council or of the Regional Chair and no vote shall be necessary for the giving of such direction.
- 5.1.3 a. Despite section 5.1.2 above, or any provision of this by-law to the contrary, any member of Council or committee, at any time whether before or after the approval of the agenda, may move a motion without the need for the motion to be seconded that the meeting be immediately closed to the public to receive advice that is subject to solicitor-client privilege as to whether any matter listed on the agenda to be considered in camera may properly be considered in closed session.
- b. Any motion as outlined in Section 5.1.3.a above is not debatable and shall be immediately put to a vote and may be passed by a majority vote.
- 5.1.4. Despite section 5.1.2 above, a motion may be passed by a majority vote to amend the agenda to move any matter listed in the closed session portion of the agenda to the appropriate section of the public agenda.
- 5.1.5 The draft Council agenda shall be prepared with staff reports, communications and presentations grouped under such Regional Council Section headings as in the opinion of the Regional Clerk may seem appropriate.
- 5.1.6 Should Council or committee be unable to consider all agenda items in the allotted time before adjournment, all outstanding matters shall be placed on the draft agenda for the next regularly scheduled meeting of that body.

5.1.7 The order of consideration of Regional Council Sections in the draft agenda shall be rotated from meeting to meeting or as deemed appropriate by the Regional Clerk.

5.2. DELIVERY OF AGENDA TO MEMBERS - Council and Committees

5.2.1 The Regional Clerk shall cause to be delivered to each member, not less than 48 hours before the time appointed for the holding of a regular meeting of Council, the draft agenda and copies of related materials.

5.2.2 Any materials received in the Office of the Regional Clerk less than 48 hours prior to the time appointed for holding of a regular meeting of Council which relate to an item already listed on the draft agenda will be presented to Council at the time of the approval of agenda portion of the meeting. Any materials received in the Office of the Regional Clerk less than 48 hours prior to a meeting which do not relate to an item already listed on the draft agenda shall be added to the agenda at the next appropriate meeting.

5.2.3 The draft agenda and related materials shall be made available electronically to every member.

5.2.4 The draft agenda and related materials shall be made available to the public on the Region of Peel website 24 hours after the members are provided with the agenda and materials.

5.3. MINUTES - Council and Committees

5.3.1 The Regional Clerk shall prepare minutes of all meetings of Council and committees which shall record:

- a. the place, date and time of meeting;
- b. the name of the Presiding Officer and the record of the attendance of the members; the name of the recording secretary, senior staff and Regional Clerk's staff present; and
- c. all resolutions, decisions and directives, recorded votes, and other proceedings;
- d. the minutes of Council meetings shall record the resolutions, decisions and other proceedings without comment, whereas the minutes of any committee meeting may contain such notes and annotations as may describe portions of the debate.

5.3.2 The minutes of each Council meeting shall be presented to Council at the next regular meeting of Council for approval.

- 5.3.3 After the Council minutes have been approved by Council, they shall be signed by the Regional Chair and the Regional Clerk.
 - 5.3.4 The committee report of each committee meeting shall be presented on the next appropriate regular meeting of Council for deliberation of committee recommendations contained in it.
 - 5.3.5 The Members of Council shall inform the Office of the Regional Clerk in writing for which purpose, email shall be sufficient, of all planned absences, late arrivals and early departures from Council and committee meetings in order that the recording of such and the related reasons may be accurately reflected in the minutes.
 - 5.3.6 The Closed Session Report of each committee meeting shall be presented at the next appropriate regular meeting of Council for deliberation of in camera committee recommendations contained within it.
 - 5.3.7 The Regional Clerk shall have the authority to approve and implement any minor administrative changes to the minutes of any Council or committee meeting.
- 5.4. DELEGATIONS - Council and Committees
- 5.4.1 Persons desiring to address members on any matter may by written notice to the Regional Clerk request to be listed as a delegation on a draft agenda.
 - 5.4.2 Written notice from a delegation shall include the person's complete name, address, telephone number, reasons for the delegation, including the specific nature of their presentation, and if applicable, the name, address and telephone number of any person, corporations or organizations which he or she represents.
 - 5.4.3 Council/Committee Placement
 - a. Upon receipt of written notice requesting listing as a delegation, the Regional Clerk shall list the delegation requested on the draft agenda for the next appropriate meeting if such request is received by the Regional Clerk 48 hours before the time that the committee meeting or Council meeting.
 - b. If the written notice requesting listing as a delegation is received by the Regional Clerk within 48 hours of the committee meeting or Council meeting, the

delegation will be added to the agenda only upon the approval of committee or Council at the meeting.

- 5.4.4 Delegations shall be received without comment or debate and the matter shall be referred to staff for a report, unless there is a resolution passed to simply "receive" the delegation.
- 5.4.5 After a delegation has completed its presentation, members shall each have one opportunity to ask questions of the delegation for clarification purposes only, and without debate. If the delegate's answer to the clarifying question requires a further clarifying question, a member shall have one further opportunity to clarify. The clarifying question, answer and follow-up shall not exceed five (5) minutes. The Presiding Officer may cut off the clarifying questions and answers at or after five (5) minutes. When all members who have indicated a desire to ask clarifying questions have finished, the persons appearing as a delegation shall withdraw from the place designated.
- 5.4.6 No persons addressing Council or committee as a delegation shall:
 - a. speak disrespectfully of any person;
 - b. use offensive words or unparliamentary language;
 - c. engage in improper conduct;
 - d. speak on any subject other than the subject for which they have received approval to address Council or committee; or
 - b. disobey the Rules of Procedure or a decision of the Presiding Officer or of Council or committee.
- 5.4.7 Each delegation to Council shall be limited to speaking not more than five minutes in total, except that a delegation consisting of more than five persons shall be limited to two speakers, each limited to speaking not more than five minutes.
- 5.4.8 Each delegation to committee shall be limited to speaking not more than ten minutes in total, except that a delegation consisting of more than five persons shall be limited to two speakers, each limited to speaking not more than ten minutes.
- 5.4.9 If persons appearing as a delegation have not completed their presentation within the time allotted, the Presiding Officer or any member may make a motion without a seconder, that the time be extended by a majority vote in which case the time shall be extended for such reasonable time as the Presiding Officer may determine. The Regional Chair may move to extend a delegate's time to present, without a seconder and the time shall be extended by a majority vote for such reasonable time as the Regional Chair determines.

- 5.4.10 The Presiding Officer may curtail any delegation or any questions of a delegation for disorder or any other breach of the Rules of Procedure or if in the Presiding Officer's discretion, the questions are not of a clarifying nature, and, if the Presiding Officer rules that the delegation is concluded, the persons appearing shall withdraw from the place designated for delegations.
- 5.4.11 Delegations may only appear once on the same matter within a one-year period, unless a recommendation pertaining to the same matter is included on the agenda within the one-year period and only to provide additional or new information.

5.5 ANNOUNCEMENTS - Council

- 5.5.1 Announcements shall be permitted at a Council meeting only.
- 5.5.2 No motions or directions to staff will arise from announcements.
- 5.5.3 In the event that a member of the public wishes an announcement to be made at a Council meeting, the request and the details shall be received in writing in a form established by the Regional Clerk and shall include a Member of Council sponsorship, by the Regional Clerk seven days prior to the meeting.
- 5.5.4 It shall be the decision of the Regional Clerk, in consultation with the Regional Chair, whether the announcement will be included on the agenda, and the Regional Clerk shall notify the sponsoring Member of Council and the person who requested the announcement of the decision made.
- 5.5.6 A Member of Council shall be permitted to sponsor only one announcement per Council meeting.
- 5.5.7 The agenda shall list the name of the member of the public to make the announcement, the name of the sponsoring Member and the general nature thereof.
- 5.5.8 The sponsoring Member of Council shall be permitted not more than one minute to introduce the announcement and the member of the public making the announcement shall be limited to speaking not more than two minutes.
- 5.5.9 The sponsoring Member of Council shall respond to the question related to the announcement on behalf of Council and no other member shall speak. No questions, comments or debate from any member will be allowed.

5.5.10 Announcements may only appear once on the same matter within a one-year period, unless a recommendation pertaining to the same matter is included on the agenda within the one-year period and only to provide additional or new information.

5.6. PRESENTATIONS - Council

5.6.1 Staff presentations to Council meetings shall not exceed 10 minutes, except during annual budget meetings; however, the Presiding Officer or any member may make a motion without a seconder, that the time be extended by a majority vote in which case the time shall be extended for such reasonable time as the Presiding Officer may determine.

5.7 EMERGENCY BRIEFING

5.7.1 When the Regional Emergency Operations Centre has been operating while Council is in session, senior staff is authorized to provide an immediate briefing to Council. This briefing takes precedence over all other agenda items and does not require suspension of the rules.

5.7.2 In the event of a public health emergency, enhanced response and/or communicable disease outbreak, particularly where Regional resources are required as part of the response, and with the consent of the Regional Chair, the Medical Officer of Health is authorized to brief Council or the relevant committee, without requiring suspension of the Rules of Procedure. Such briefings may take precedence over regular business on the agenda.

5.8. CORRESPONDENCE AND PETITIONS - Council and Committees

5.8.1 a. All correspondence within the jurisdiction of a committee shall be referred by the Regional Clerk directly to the appropriate committee, unless the communication relates to a subject that has been dealt with by Council or is to be placed on a draft agenda for a meeting of Council in which case it may be placed on the draft agenda for the Council meeting.

b. No motions other than motions for receipt or a motion directing staff to report to either Council or a committee on a matter contained within a correspondence shall arise from an item listed as correspondence, for receipt.

5.8.2 All correspondence received from municipalities and local boards requesting endorsement or consideration of resolutions, or from other entities which are deemed by the Regional Clerk to be of interest to members of Regional Council, including

notices of upcoming workshops, seminars and conferences, shall:

- a. be reported to each member of Council every two weeks or as warranted by the nature and volume of resolutions, as determined by the Regional Clerk without being placed on a draft agenda; and
- b. be placed on a Council or committee draft agenda only at the request of a member.

5.8.3 Every petition to be presented to Council shall be legibly written or printed and shall be signed by at least two people and submitted to the Regional Clerk.

5.8.4 Any petition within the jurisdiction of a committee shall be referred by the Regional Clerk directly to the appropriate committee, unless the matter relates to a subject or a report already scheduled to be dealt with by Council.

5.8.5 Petitions will be placed on the appropriate Council or committee agenda for receipt, unless otherwise specified by Council or committee.

5.9. MOTIONS AND BY-LAWS - Council and Committees

5.9.1. A motion to adopt a committee report in whole or in part may be made and if carried, the committee recommendations contained in the report or the part adopted, except only those explicitly excluded, shall be adopted and passed as resolutions at the meeting.

5.9.2. The proceedings of every meeting of Council shall be confirmed by by-law so that every resolution and decision of Council passed at that meeting shall have the same force and effect as if each and every one of them had been the subject of a separate by-law duly enacted.

5.9.3. No by-law shall be presented to Council unless its enactment has been approved by resolution of Council except:

- a. a by-law to confirm the proceedings of Council;
- b. a by-law to accept, assume and dedicate, pursuant to the *Municipal Act, 2001, as amended*, lands acquired by the Region for the purpose of widening the public highways forming part of the Regional Roads System or for the purpose of permitting an access to such highways at locations approved pursuant to the Controlled Access By-law, as amended.

- 5.9.4. Copies of each by-law to be considered need not be distributed in advance to the members of Council provided such by-laws are available for examination by members of Council at least 48 hours in advance of the day of the meeting at which the by-law will be considered. Failure to observe this requirement shall not invalidate a by-law enacted despite not having been available for examination by members of Council 48 hours in advance of the day of the meeting at which the by-law shall be considered.
- 5.9.5. The Regional Clerk, in consultation with the Regional Solicitor, is authorized to make minor deletions, additions or other changes in form, to any by-law before same is signed, sealed and numbered, to ensure correct and complete implementation of the intention of Council, including without limiting the generality of the foregoing, the following:
- a. Correction of spelling, punctuation or grammatical errors, or errors that are of a clerical, typographical or similar nature.
 - b. Alteration of the style or presentation of text or graphics to improve electronic or print presentation and accessibility.
 - c. Correction of errors in the numbering of non-operative provisions and any changes in cross-reference that are required as a result.
- 5.9.6. All amendments to any by-law approved by the Council shall be deemed to be incorporated into the by-law and if the amending by-law is enacted and passed by the Council as a by-law, the amendments shall be inserted.
- 5.9.7 By-laws listed on the agenda shall be taken as read, prior to being enacted.
- 5.9.8 Every by-law once enacted shall be signed by the Regional Chair and Regional Clerk, the corporate seal affixed thereto, and retained at the Office of the Regional Clerk.
- 5.10. CLOSED MEETINGS ("IN CAMERA")
- 5.10.1 Except as provided in this section or in accordance with applicable legislation, all meetings shall be open to the public.
- 5.10.2 Any member is entitled to be present at a meeting which has been closed to the public, unless that member has an interest which the member is obligated to disclose, in accordance with the *Municipal Conflict of Interest Act*.
- 5.10.3 A meeting or a part of that meeting may be closed to the public if the subject matter being considered is:

- a. the security of the property of the municipality or local board;
- b. personal matters about an identifiable individual, including municipal or local board employees;
- c. proposed or pending acquisition or disposition of land by the municipality or local board;
- d. labour relations or employee negotiations;
- e. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- f. advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g. a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- h. information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- i. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j. a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

5.10.4 A meeting or part of a meeting shall be closed to the public if the subject matter being considered is,

- a. a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, committee, board commissioner or other body is the head of an institution for the purposes of that Act; or
- b. an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of the *Municipal Act, 2001, as amended*, or the investigator referred to in subsection 239.2 (1) of the *Municipal Act, 2001, as amended*.

5.10.5 A meeting held for the purpose of educating or training the members may be closed, provided that no member discusses

or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council, local board or committee.

5.10.6 Before holding a meeting or a part of a meeting that is to be closed to the public, a municipality or local board or committee of either of them shall state by resolution:

- a. the fact of the holding of the closed meeting or portion of the meeting; and
- b. the general nature of the matter to be considered at the closed meeting.

5.10.7 Subject to clause 5.10.8, a meeting shall not be closed to the public during the taking of a vote.

5.10.8 Despite clause 5.10.7, a meeting may be closed to the public during the taking of a vote if:

- a. subsection 5.10.3 or subsection 5.10.5 permits or requires a meeting or a portion of a meeting to be closed to the public; and
- b. the vote is for a procedural matter or for giving directions or instructions to officers, legal counsel, employees or agents of the Regional Corporation or persons retained by or under contract with the Regional Corporation.

5.10.9 Any request from a person for an investigation, under the *Municipal Act, 2001, as amended*, of whether a Council or committee meeting or part of a meeting, that was closed to the public, has complied with the relevant provisions of the *Municipal Act, 2001, as amended*, or this Procedure By-law, shall be referred by the Regional Clerk to the Investigator appointed by Council for that purpose.

5.10.10 If a report is received from a person referred to in clause 239.1 (a) or (b) of the *Municipal Act, 2001, as amended*, reporting his or her opinion, and the reasons for it, that a meeting or part of a meeting that was the subject-matter of an investigation by that person appears to have been closed to the public contrary to section 239 or to a procedure by-law under subsection 238 (2), Regional Council shall pass a resolution stating how it intends to address the report.

5.11. WORKSHOPS

- 5.11.1 All workshops or education sessions will be open to the public, unless otherwise directed by Regional Council, and shall be coordinated through the Office of the Regional Clerk. Closed session workshops are permitted in accordance with applicable legislation and Section 5.10.5 of this by-law.
- 5.11.2 Upon confirmation that the workshop is to proceed, the Regional Clerk shall give notice to all members of Council in accordance with this by-law regarding the subject, date, time and location of the workshop.
- 5.11.3 Preparation of an “agenda” will be dependent on the subject of the workshop. Program staff hosting the workshop shall consult with the Regional Clerk and shall keep a copy for the public record and public inspection.
- 5.11.4 Notice of the workshop subject, date, time and location will be made available to the public in accordance with sections 4.2 or 4.3, and comply with any additional requirements set out in Council policy or in a by-law.
- 5.11.5 Quorum of Council is not required for the workshop to proceed.
- 5.11.6 Any member of the public who does attend, will be permitted to observe the workshop during public session.
- 5.11.7 Staff shall report the outcome of the workshop at a Council meeting. No decision shall be made at a workshop. Any matter requiring a decision shall be reported to Council or committee for consideration, debate and approval at a subsequent meeting of Council or committee.

5.12. CONFLICT OF INTEREST

- 5.12.1 Members shall declare conflicts of interest in accordance with the *Municipal Conflict of Interest Act*.

5.13. RECORDING OF MEETINGS

- 5.13.1 Meetings of Council and committees shall be recorded by the Regional Clerk where possible and practical to do so.
- 5.13.2 Recordings of meetings made by the Regional Clerk shall be retained in accordance with the Region of Peel Records Retention By-law.

5.13.3 Audio and video recording equipment may be used by staff, the public and the media to record all or any portions of a meeting that is open to the public provided that it is not disruptive to the conduct of the meeting. The location and use of such recording equipment will be at the discretion of the Regional Clerk.

5.14. ACCESS TO COUNCIL FLOOR

5.14.1 Unless delegating, no members of the public or anyone other than members of Regional Council and Regional staff, delegates or invitees of the Presiding Officer shall be permitted on the Council floor during Council or committee meetings, except at the discretion of the Regional Chair or Regional Clerk.

5.15 OTHER BUSINESS

5.15.1 A member may, with the consent of majority vote of the members present, introduce a motion under Other Business which due to its urgent nature cannot properly be presented at a future meeting of Council or committee.

5.15.2 Items to be considered under Section 5.15 that may be pertinent to the business of the Region and are not related to a report, delegation, presentation, requests for information, request for staff to report back on Regional issues or items that are to be placed on the draft agenda for Council or committee shall be listed under Other Business upon approval of the Regional Chair and Regional Clerk, including new business or enquiries from Regional Councillors.

6. MOTIONS

6.1. GENERAL

6.1.1 The following ranking for matters and motions is in descending order, such that each matter or motion takes precedence (if moved, must be decided before others ranking below it) over those that are below it in this list. For example, a motion to adjourn takes precedence over a motion to recess, which takes precedence over all matters and motions listed from question of privilege to the main motion.

- a. fix the time at which to adjourn;
- b. adjourn;
- c. recess;
- d. question of privilege;
- e. point of order;
- f. call the question;

- g. limit or extend limits of debate;
 - h. postpone (defer) to a certain time;
 - i. refer;
 - j. amend;
 - k. postpone (defer) indefinitely; and
 - l. the main motion.
- 6.1.2 In Council, the following matters and motions may be introduced orally without notice or specific permission, except as otherwise provided by the Rules of Procedure:
- a. postpone (defer);
 - b. refer;
 - c. call the question;
 - d. adopt or deny committee recommendations or reports;
 - e. direct staff;
 - f. presentation of a petition;
 - g. suspend the Rules of Procedure;
 - h. any other procedural motion; and
 - i. adjourn.
- 6.1.3 Except as provided in subsection 6.1.2 or as permitted by the Regional Chair, all motions in Council shall be in writing.
- 6.1.4 In committee, motions do not require a seconder, and need not be in writing.
- 6.1.5 No member shall speak to any motion until it is first received by the Presiding Officer, and the mover is entitled to speak first.
- 6.1.6 Any motion may be put forth and considered during Council or committee, providing it relates to the subject of a motion, recommendation or report under debate by Council or committee and is presented at the time of such debate, otherwise previous notice of motion is required.
- 6.1.7 After a motion has been received by the Presiding Officer, it shall be deemed to be in possession of Council or committee and may be withdrawn by the mover and seconder, if applicable, before decision or amendment only with the permission of Council or committee.
- 6.1.8 A motion which requires the exercise of a power or powers by Council or committee which are not within the jurisdiction of Regional Council (*ultra vires*), shall not be in order.
- 6.1.9 No matters can be added at a meeting except for Notices of Motion to be heard at the next or subsequent meetings or directions to staff to provide a report at a subsequent or future meetings of Council except that a motion arising from a local municipal council of an urgent nature may be presented to

Regional Council or committee and may be received without notice.

6.1.10 Directions to staff shall be in the form of a motion.

6.2. MOTION TO ADJOURN

6.2.1 A motion to adjourn:

- a. is neither debatable nor amendable, and cannot be reconsidered;
- b. without qualification, if carried, brings a meeting or session to an end; and
- c. if made with reference to a specific time or if made with a provision to reconvene upon the happening of a specific event, suspends the meeting to continue at the time specified.

6.3. MOTION TO AMEND A PENDING MOTION

6.3.1 A motion to amend a pending motion:

- a. is debatable only if the main motion being amended is debatable;
- b. if more than one, shall be voted on in reverse order to which they were put;
- c. shall not be amended more than once; and
- d. shall be relevant and not contrary to the motion under consideration.

6.4. MOTION TO CALL THE QUESTION (Call the Vote)

6.4.1 A motion that the question be called enables immediate closure of debate; and:

- a. is not allowable in committees;
- b. is not debatable, although reasons for moving the motion may be given;
- c. cannot be amended;
- d. cannot be moved on a main motion when there is an amendment to that motion under consideration;
- e. shall preclude all further amendments of the main motion;
- f. when resolved in the affirmative, the main motion is to be put forward without further debate or amendment;
- g. cannot be moved by the last member to debate the motion;
- h. requires a two-thirds vote.

6.5. MOTION TO POSTPONE (Defer) A PENDING MOTION

6.5.1 A motion to postpone is a motion by which action of a pending motion can be put off, within limits, to a definite day, meeting, or hour, or until after a certain event; and:

- a. shall only be to the pending motion;
- b. is not debatable although reasons for moving the postponement may be given;
- c. is amendable, as to the time to which the pending motion is to be postponed; and
- d. shall not include clauses for the purpose of amending the pending motion or making any statement on the merit of the pending motion.

6.6. MOTION TO RECONSIDER A DECISION MADE IN THE SAME MEETING

6.6.1. A motion to reconsider enables Council or committee to bring back for consideration the decision on a motion previously voted on during the same meeting, whether or not the previous motion was carried, and:

- a. can only be made by a member who voted with the prevailing side;
- b. can only be made during the same meeting in which the previous motion to be reconsidered was voted on;
- c. is debatable in all cases in which the previous motion was debatable, and when debatable, opens to debate the merits of the previous motion which is proposed to be reconsidered;
- d. is not amendable;
- e. requires a two-thirds vote regardless of the vote necessary to adopt the previous motion to be reconsidered; and
- f. prior to a vote being taken, temporarily suspends any action resulting from the decision on the previous motion that is proposed to be reconsidered.

6.6.2. A motion to reconsider is not in order when applied to the following:

- a. a vote on a motion to reconsider;
- b. when a motion to reconsider is practically the same as a motion to reconsider already decided; and
- c. when practically the same result can be obtained by some other parliamentary motion.

- 6.6.3. Should the motion to reconsider carry by a two-thirds vote, the previous motion to be reconsidered is called up, resulting in Council or committee voting again on the motion, and any such previous motion:
- a. does not require a seconder;
 - b. shall be called up and voted on at the same meeting as the motion to reconsider was passed; and
 - c. when requested by a member, the Presiding Officer shall state the previous motion as pending.
- 6.7. MOTION TO RECONSIDER A DECISION AT A SUBSEQUENT MEETING WITHIN THE SAME TERM OF COUNCIL
- 6.7.1. A motion to reconsider a decision from a previous meeting within the same term of Council:
- a. is amendable; and
 - b. is debatable.
- 6.7.2. A motion to reconsider the decision on a previous motion adopted within the same term of Council requires a two-thirds vote to carry.
- 6.7.3. No matter, after being decided by Council, shall be reconsidered within the same term of Council without first passing a motion to reconsider.
- a. No discussion of the main question shall be allowed until the motion for reconsideration is carried.
 - b. A motion to reconsider may not be introduced, without notice, unless the Council, without debate, dispenses with notice which requires a two-thirds vote to carry.
 - c. Once the matter is opened for reconsideration, it is reopened in its entirety unless the motion to reconsider specifies otherwise.
 - d. If the motion is reopened, all previous decisions of the Council remain in force unless the Council decides otherwise.
 - e. No motion to reconsider may, itself, be the subject of a motion to reconsider.
 - f. An amendment cannot be the subject of reconsideration independently of the motion, by-law or other matter amended.
 - g. If a motion to reconsider is decided in the affirmative, such reconsideration shall become the next order of business, and debate on the question to be reconsidered shall proceed as though it had never previously been considered.

- 6.7.4 A motion to reconsider the decision on a previous motion within the same term of Council is not in order when applied to the following:
- a. when the previous motion was passed earlier in the same meeting in which case only a motion to reconsider in the same meeting may be allowed;
 - b. when it has previously been moved to reconsider the vote on the previous motion, and the question can be reached by calling up the motion to reconsider in the same meeting;
 - c. when something has been done pursuant to the decision on the previous motion that is impossible to undo (the unexecuted part of an order, however, can be rescinded or amended);
 - d. when the previous motion authorized entering into a contract when that contract has been entered into;
 - e. when a resignation has been acted upon, or a person has been elected to or expelled from membership or office, and the person was present or has been officially notified of the action.
- 6.8 MOTION TO RECONSIDER A PREVIOUSLY DECIDED MOTION NOT IN THE SAME TERM OF COUNCIL
- 6.8.1 A motion to reconsider a previously decided motion not in the same term of Council requires a majority vote to carry.
- 6.8.2 The provisions of Sections 6.7.1, 6.7.3 and 6.7.4 shall be applied to this section of the by-law.
- 6.9. MOTION TO REFER
- 6.9.1 A motion to refer is a motion by which a matter, action or a pending motion can be sent or directed to a Council or committee, other body or official named in the motion specified, to report back to Council or committee; and:
- a. shall only be made in respect of a main motion or a report or matter listed on an agenda;
 - b. shall include the name of the Council or committee, other body or official to whom the matter is to be referred;
 - c. shall not include clauses for the purpose of amending the main motion;
 - d. is debatable, subject to debate being confined to its merits of the referral only, and cannot go into the main motion; and
 - e. is amendable.

6.10. MOTION TO AMEND

6.10.1 A motion to amend changes the wording of a motion before it is voted on.

6.10.2 A motion to amend must relate to the pending motion. No new business may be introduced by moving an amendment to a motion.

6.10.3 An amendment which, in effect, is nothing more than a rejection of the main Motion (ie. a contrary motion) is not in order.

6.10.4 On an amendment, members may only debate the merits of the amendment, not the merits of the motion the amendment proposes to amend.

6.10.5. An amendment may only be amended once, and the amendments must relate to each other.

6.10.6. Voting on a motion to amend shall be in the following order:

- a. First vote – the amendment to an amendment;
- b. Next vote – the original amendment;
- c. Final vote – the main Motion (if an amendment is adopted, the final vote will be on the main Motion, as amended).

6.11 MOTION TO RESCIND

6.11.1 A motion to rescind a previous resolution of Council requires a two-thirds majority vote and can only be considered if notice has been given pursuant to section 6.12.

6.12. NOTICE OF MOTION

6.12.1. Notice of Motion is a written notice given by a member that the motion described in the Notice of Motion will be made or presented for adoption at a subsequent meeting specified in the Notice.

6.12.2. Notice of Motion may be given in the following ways:

- a. contained in a committee report;
- b. presented by a member at a meeting, for consideration at a subsequent meeting specified in the notice;
- c. delivered to the Regional Clerk not later than seven days preceding the specified meeting for placement on the agenda. This action shall constitute the notice required by Section 6.12.1;

d. oral motions presented at a meeting will be considered at the next Regional Council meeting.

6.12.3. A Motion shall be added to an appropriate agenda for the meeting specified in the Notice of Motion.

6.12.4. If the Motion is not dealt with at the appropriate meeting, then it shall be added to the agenda for each of the two succeeding meetings until the motion is considered or otherwise disposed of; and if in the two succeeding meetings it has not been disposed of, it shall be removed from the agenda by the Regional Clerk unless Council by resolution directs otherwise.

6.12.5 Prior to Council's consideration of a motion for which notice has been given previously, a revised motion on the same subject, approved by both the mover and seconder, may be substituted for the original one contained in the Notice of Motion.

7. VOTING

7.1. GENERAL - Council and Committees

7.1.1 Except as otherwise required under the *Municipal Act, 2001, as amended*, any other statute or this by-law, all motions, resolutions and by-laws shall be carried, passed and enacted as the case may be by a majority vote.

7.1.2 Immediately preceding the taking of a vote, the Presiding Officer may restate the motion in the precise form in which it shall be recorded in the minutes, and shall do so if requested by a member. Unless otherwise provided in this by-law or requested by the Presiding Officer a member may indicate the vote or by the use of electronic voting.

7.1.3 Every member present and in his/her seat when a vote is called, shall vote on the motion unless prohibited by statute, in which case that fact shall be recorded.

7.1.4 A member not in his/her seat at the call of the vote shall not be entitled to vote.

7.1.5 A member who is present and in his/her seat and does not vote shall be considered as voting in the negative.

7.1.6 All members eligible to vote shall vote yes, no or abstain. A member who refuses to vote (abstain) will be recorded as voting in the negative.

7.1.7 Each member shall occupy his or her seat until the result of the vote has been declared.

- 7.1.8 No vote may be taken by any method of secret voting.
- 7.1.9 After a vote is called by the Presiding Officer, no member shall speak to the motion nor shall any motion be made until after the result is declared, and the decision of the Presiding Officer as to whether the vote has been called shall be final.
- 7.1.10 Every member eligible to vote shall vote on every motion unless a member indicates a conflict of interest, in which case the member shall recuse him/herself.

7.2. RECORDED VOTE - Council

- 7.2.1 Recorded votes may only be taken during a Regional Council meeting.
- 7.2.2 Recorded votes will be conducted for all motions at Regional Council meetings, with the exception of:
 - a. Approval of the Agenda
 - b. Adoption of Minutes
 - c. Declaration of Conflict of Interest
 - d. Presentations
 - e. Delegations
 - f. Correspondence, for receipt or referral to staff
 - g. By-laws
 - h. Moving in and out of closed session
 - i. Calling a question
 - j. Adjournment
- 7.2.3 Once a recorded vote is called, the Clerk shall conduct the vote by:
 - a. electronic means; or
 - b. asking the members in favour to indicate their vote and then those opposed to indicate their vote in the event the electronic system is not available.
- 7.2.4 The Regional Clerk shall display or announce the results and record the votes in the minutes.

7.3. DIVISION OF MOTION - Council and Committees

- 7.3.1 A motion containing distinct recommendations or propositions shall be divided at the request of any member, and a majority vote on each proposal shall be taken separately. The decision of the vote on whether the motion can be divided shall be final.

7.4. EQUALITY OF VOTES - Council and Committees

7.4.1 When a vote is taken and results in an equality of votes both for and against the motion, the motion shall be lost, unless during a Regional Council meeting where the Presiding Officer, who otherwise does not have a vote, may cast a vote to decide the question.

7.5. DISPUTED VOTE - Council and Committees

7.5.1 The result of a vote is not a ruling and therefore cannot be appealed.

7.5.2 If a member doubts the result of a vote as announced by the Presiding Officer or Regional Clerk, the member may call for the vote to be taken again and members shall stand or indicate the vote during the retaking of the vote and the vote shall not be a recorded vote except in a meeting of Council where the vote shall be a recorded vote.

7.5.3 A member who was not in his or her seat at the time that a vote was taken may not vote in any retaking of the vote.

8. CONDUCT AND DEBATE - Council and Committees

8.1. GENERAL

8.1.1 No member shall:

- a. speak disrespectfully of any person;
- b. use offensive words or unparliamentary language;
- c. engage in improper conduct;
- d. speak on any subject other than the subject in debate;
or
- e. disobey the Rules of Procedure or a decision of the Presiding Officer on questions of order or practice or upon the interpretation of the Rules of Procedure.

8.1.2 Procedures that may be used by the Presiding Officer in the event of a breach of order are as follows, in increasing order of severity provided that the Presiding Officer may use any such procedure regardless of order of severity where circumstances warrant:

- a. advise and correct the member;
- b. request an apology or withdrawal of a remark by the member;
- c. warn the member;

- d. call the member to order, by which the member shall be seated and not speak further until recognized by the Presiding Officer;
- e. name the member, by which the member shall be called to order and further, that the member's name and offence shall be entered into the minutes; and
- f. expel or exclude the member.

8.2. RAISING A POINT OF PERSONAL PRIVILEGE

8.2.1 To raise a point of personal privilege is a device that permits a request or main motion relating to the rights and privileges of Council or committee (for example: to comfort of members with respect to heating, ventilation, lighting, noise; to conduct of its officers, employees or visitors; or to accuracy of published reports of its proceedings) or an individual member (for example: to an incorrect record of a member's participation in a meeting contained in minutes approved in a member's absence, or to charges circulated against a member's character).

8.2.2 When a member desires to address a point of personal privilege, the member shall ask permission of the Presiding Officer to raise a point of personal privilege; after permission is granted, the member shall state the point of personal privilege to the Presiding Officer and the point of personal privilege shall be immediately decided by the Presiding Officer.

8.2.3 Thereafter, a member shall only address the Presiding Officer for the purpose of appealing the Presiding Officer's decision to Council or committee.

8.2.4 If no member appeals, the decision of the Presiding Officer shall be final.

8.3. POINT OF ORDER

8.3.1 A point of order is a device by which a member advises the Presiding Officer and Council or committee that the rules of procedure are being violated (for example: a member recognizing committee is continuing its business without quorum being present).

8.3.2 When a member desires to address a point of order, the member shall ask permission of the Presiding Officer to raise a point of order; after permission is granted, the member shall state the point of order to the Presiding Officer and the point of order shall be immediately decided by the Presiding Officer.

8.3.3 Thereafter, a member shall only address the Presiding Officer for the purpose of appealing the Presiding Officer decision to Council or committee.

8.3.4 If no member appeals, the decision of the Presiding Officer shall be final.

8.4. DEBATE

8.4.1 A member desiring to speak shall indicate by using the request to speak system. In instances where the request to speak system is unavailable a member desiring to speak shall indicate same. Upon being recognized by the Presiding Officer, the member shall address the Presiding Officer.

8.4.2 When two or more members indicate a desire to speak, the Presiding Officer shall recognize the member who, in the opinion of the Presiding Officer, so signified first and next recognize in order the other members.

8.4.3 Members may remain seated while speaking.

8.4.4 When a member is speaking, no other member shall interrupt the member except to raise a point of order or personal privilege.

8.4.5 In Council, no member shall speak more than twice to the same motion (including questions to or through the Presiding Officer) without the permission of the Presiding Officer, except that a member who has presented a substantive motion rather than an amendment may reply to questions.

8.4.6 In committee, there is no limit to the number of times a member may speak to the same motion.

8.4.7 In Council, no member shall speak to the same motion for longer than five minutes on each occasion that the member is recognized by the Presiding Officer without permission of the Presiding Officer.

8.4.8 A member may request the motion under discussion to be read at any time during the debate, but not so as to interrupt a member while speaking.

8.4.9 A member may ask a question of the Presiding Officer for the purpose of clarifying the motion, and in seeking the clarification, the member is not to debate the matter to which the question refers.

8.5. APPEAL RULING OF THE PRESIDING OFFICER

- 8.5.1 When a member appeals a ruling of the Presiding Officer, the member shall give notice to the Presiding Officer that his or her ruling is being appealed; after notice has been given to the Presiding Officer, the member shall state the nature of the appeal and the appeal shall be immediately decided by Council or committee by a majority vote.
- 8.5.2 If appealed, the Regional Clerk shall call a vote without debate on the following question; "Shall the decision of the Presiding Officer be sustained?", and the decision on that vote shall be final.
- 8.5.3 An appeal takes precedence over any question pending at the time.

9. COMMITTEES

9.1. GENERAL

- 9.1.1 Committees and Council Sections may be established by Council at any time as is deemed necessary for the consideration of matters within its jurisdiction.
- 9.1.2 By notifying the Regional Clerk (either orally or in writing) before the commencement of a meeting, a Council member of a committee may designate another Council member to attend such a committee meeting in his or her absence and the member so designated shall be deemed to be a member of such committee for the designated meeting and may vote at the meeting provided that the member making the designation remains absent from the meeting.
- 9.1.3 Only members appointed to a committee and members designated by absent Council or committee members are entitled to vote on motions under consideration by that committee, unless otherwise provided for in the committee's Terms of Reference.
- 9.1.4 Should any member appointed to a committee fail to attend three successive committee meetings of the same committee without authorization from the Committee Chair, that member's appointment to the committee is terminated and Council may appoint another member to take his or her place.
- 9.1.5 A non-Council member may only designate another non-Council member to attend in his or her absence if such designation is provided for in the committee's Terms of Reference.

9.1.6 Upon resignation of a member from a committee, Council may appoint another member to take his or her place on the committee.

9.1.7 The Regional Clerk, or an employee designated by the Regional Clerk, shall act as recording secretary to every committee.

9.2. COMMITTEES, TASK FORCES, AD HOC COMMITTEES AND ADVISORY COMMITTEES

9.2.1 All appointments to a committee shall be made by Council and unless otherwise specifically provided for in the appointment, all appointments shall be for the term of Council, or, unless membership in the committee is ex-officio by reason of a member's position as Council Section Chair, in which case the appointments shall be for the duration of the member's tenure as the Council Section Chair, but not beyond the term of Council.

9.2.2 Ad hoc committee, task force or advisory committee means a special purpose committee of limited duration, created by Council to inquire into and report to either Council on a particular matter or concern and which dissolves automatically upon submitting its final report unless otherwise directed by Council or specified in the Ad hoc committee, task force or advisory committee Terms of Reference.

9.3 COMMITTEE CHAIRS AND VICE-CHAIRS

9.3.1 It shall be the duty of the Committee Chairs and Vice-Chairs:

- a. to receive and put to a vote all motions presented by the members of a committee, and to announce the result;
- b. to enforce the Rules of Procedure;
- c. to preserve order and decide points of order;
- d. to expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting; and
- e. where it is not possible to maintain order, the committee Chair or Vice-Chair may, without any motion being put, adjourn the meeting to a time to be named by the Presiding Officer.

9.3.2 The term of a Committee Chair and Vice-Chair will be 24 months from the date of his or her election or appointment and shall terminate at the end of the 24 months, the end of term of

Council or the end of the committee's mandate, whichever occurs first.

9.3.3 If the Committee Chair is known to be absent or is absent for a period of 15 minutes after the time appointed for the holding of a committee meeting, and a quorum is present, the Committee Vice-Chair shall preside during the meeting or until the arrival of the Committee Chair. If both the Committee Chair and Vice-Chair are absent for a period of 15 minutes after the time appointed for the holding of a committee meeting, the committee may appoint an Acting Presiding Officer who shall preside during the meeting or until the arrival of the Committee Chair or Vice-Chair.

9.3.4 The Chair and Vice-Chair of any committee shall be elected by the members of the committee from among the members of the committee, using the procedures for election of the Council Section Chairs and Vice-Chairs as contained in Appendix 1 – Election of Council Section Chairs and Vice-Chairs, with necessary modifications.

9.4. COMMITTEE EXCEPTIONS TO COUNCIL PROCEDURES

9.4.1 Committees shall conform to the rules governing procedure in Council, with the following exceptions:

- a. there is no limitation on the number of times a member may speak to a motion;
- b. there is no limitation on how long each member may take while speaking;
- c. recorded votes are not allowed;
- d. a motion to call the question is not allowed;
- e. a motion made in committee need not be seconded;
- f. a motion may be made orally;
- g. notices of motion are not required; and
- h. quorum does not require representation from all municipalities, unless required under the committee's Terms of Reference as approved by Council.

9.5. SPECIAL PURPOSE BODIES

9.5.1 Council shall appoint persons to any special purpose body as may be appropriate or in accordance with applicable legislation and the provisions of Appendix 2 – Appointments to Special Purpose Bodies shall apply to such appointments.

10. **REPEAL**

10.1. GENERAL

10.1.1 This by-law supersedes and repeals all conflicting by-laws and resolutions with respect to Rules of Procedure for Council and its committees, including By-laws 100-2012, 117-2013 and 12-2016.

READ THREE TIMES AND PASSED IN OPEN COUNCIL this 8th day of February, 2018.

Regional Clerk

Regional Chair

APPENDIX 1
BY-LAW 9-2018

ELECTION OF COUNCIL SECTION CHAIRS AND VICE CHAIRS
VOTING PROCEDURES

1. DEFINITIONS

- 1.1 "Lot" is the method of determining the nominee to either fill the vacancy or go on to the next ballot, as determined by the particular circumstance. The names of the tied nominees shall be placed on equal sized pieces of paper, placed in a container and one name shall be drawn by a person chosen by the Regional Clerk.
- 1.2 "Majority Vote" means more than half the votes cast by persons legally entitled to vote in a regular or properly called meeting at which quorum is present.

2. PROCEDURE FOR NOMINATIONS

- 2.1 Nominations shall be placed in the following manner:
 - a. The Regional Clerk or Regional Chair shall call for nominations.
 - b. Each nomination shall be moved and seconded by a member.
 - c. After nominations have been closed by a vote of Council, each nominee shall, prior to the vote being taken, be permitted to speak to the nomination for not more than two minutes.
 - d. The nominees shall be called upon in alphabetical order of surnames.
- 2.2 A nominee may withdraw his or her name at any time.

3. VOTING PROCESS

- 3.1 Nominees shall be voted on in alphabetical order of surnames.
- 3.2 If there is more than one nominee, votes shall be recorded and all members shall stand when voting to indicate their vote.
- 3.3 There shall be one nominee vote per member per round of voting for each office. A member's first vote is deemed to be the member's vote. If a member votes a second time in the same round of voting, the Regional Clerk shall advise the member and the member's vote shall not count.
- 3.4 Once the process commences, the only motion permitted will be a motion to recess.

3.5 One Nominee:

- a. The nominee requires a majority of votes to be elected. Voting may be by show of hands.

3.6 Two Nominees Only:

- a. The nominee who receives a majority of votes is elected.
- b. If there is a tie vote the Regional Clerk shall declare a ten minute recess to allow members time to consider the matter, after which the vote shall be retaken. If the vote is again tied, the Regional Clerk shall declare a second ten minute recess, after which the vote shall be retaken. If the vote is again tied then the vacancy shall be filled by the nominee selected by lot. The name drawn shall be the winner of the election.

3.7 Three or More Nominees:

- a. First and Successive Ballots:
 - i) A nominee who receives a majority of votes is elected.
 - ii) If no nominee receives a majority of votes, the nominee with the least number of votes shall be excluded from subsequent voting and Council shall proceed with the next ballot.
 - iii) If there is a tie vote with respect to the nominees receiving the least number of votes then a lot shall be conducted until there is one name not drawn, and the name (or names) drawn shall go forward to the next ballot, and the name not drawn shall be excluded from subsequent ballots.
 - iv) When there are only two nominees remaining, the procedure for two nominees [Procedure 3.6] shall apply.

APPENDIX 2
BY-LAW 9-2018

APPOINTMENTS TO SPECIAL PURPOSE BODIES
VOTING PROCEDURES

1. DEFINITIONS

- 1.1 "Lot" is the method of determining the nominee to fill the vacancy or go onto the next ballot, as determined by the particular circumstance. The names of the tied nominees shall be placed on equal sized pieces of paper, placed in a container and one name shall be drawn by a person chosen by the Regional Clerk.

2. PROCEDURE FOR NOMINATIONS

- 2.1 Names for appointments shall be included in the staff report on Special Purpose Body appointments based on "Indication of Interest" forms returned to the Office of the Regional Clerk. Additional nominations received at the time of voting on appointments shall also be considered by Council for appointment to the Special Purpose Bodies. Voting shall be conducted for **ALL** vacancies on the special purpose body in question, and not just for vacancies for which nominations had not been received at the time of the staff report.
- 2.2 Nominations shall be placed in the following manner:
- a. The Regional Clerk or Presiding Officer shall state which appointments require an election.
 - b. The Regional Clerk or Presiding Officer shall call for nominations.
 - c. Each nomination shall be moved and seconded by a member.
 - d. After nominations have been closed by a vote, each nominee may, prior to the vote being taken, be permitted to speak to the nomination for not more than two minutes.
 - e. The nominees shall be called upon in alphabetical order of surname.
- 2.3 Nominees may withdraw their name at any point in the voting process.

3. VOTING PROCESS

3.1 Once the process commences, the only motion permitted will be a motion to recess.

3.2 For One Vacancy:

- a. If there is just one nominee, the nominee requires a majority of votes to be appointed. Voting may be by show of hands.
- b. If there is more than one nominee, the Regional Clerk or Presiding Officer shall request each member, alphabetically, to stand and state the name of the nominee for whom they are voting. The nominee with the highest number of votes shall be appointed.

3.3 For Two or More Vacancies:

- a. The Regional Clerk or Presiding Officer shall request each member, alphabetically, to stand and state the names of the nominees for whom he or she is voting. For example, if there are three vacancies, each Council member shall be given only one opportunity to state the names of the nominees, up to and including three, for whom he or she is voting. The nominees with the highest number of votes shall be appointed.

3.4 In the case of an equality of votes, then the position shall be filled by the nominee selected by lot, conducted by the Regional Clerk.

**APPENDIX 3
BY-LAW 9-2018**

PUBLIC MEETINGS

1. PURPOSE

- 1.1 Public Meetings shall enquire into a matter over which Council has authority under the *Municipal Act, 2001, as amended*, the *Planning Act*, or any other statute that requires or permits Council to hold a public meeting.

2. DELEGATED HEARING OR MEETING

- 2.1 Where any statute confers a right for the public to be heard by Council before the passing of a by-law, or where Council by statute is required to hold a public meeting before the passing of a by-law, such a meeting or hearing may be held immediately prior to a Regional Council meeting

3. RULES OF PROCEDURE

- 3.1 Public Meetings shall be governed by all applicable rules and procedures of this by-law, save and except for Section 4.5 – Quorum at Council or committees and Section 5.9 – Motions and By-laws.

4. NOTICE OF MEETINGS

- 4.1 Notice of Public Meetings will be made available on the Region of Peel website.
- 4.2 Appropriate notice/advertising of a Public Meeting to advise interested persons shall be undertaken as required by any applicable legislation, by-law or Regional policy.

5. MEETING PROCEEDINGS

- 5.1 The date and time of when to hold a Public Meeting will be coordinated by the Regional Clerk or determined by Council, as required.

- 5.2 The place of the Public Meeting shall be in the Region of Peel Council Chambers, unless otherwise determined by Regional Council.
- 5.3 Quorum is not required for Public Meetings, unless required by legislation.
- 5.4 At the commencement of each Public Meeting, the Regional Chair shall explain that the intent of the meeting is to hear the views of the public, and the members shall not enter into discussion or debate on the subject.
- 5.5 The Regional Clerk shall prepare an agenda in the following order for the use of members at Public Meetings:
 - a. Declarations of Conflicts of Interest
 - b. Opening of Public Meeting
 - c. Confirmation of Notification
 - d. Further Notice Request
 - e. Staff Presentations
 - f. Public Participation (Oral Submissions)
 - g. Public Participation (Written Submissions)
 - h. Conclusion and Closing of Public Meeting
- 5.6 Delegations may submit a request to the Regional Clerk in order to speak at a Public Meeting.
- 5.7 The Regional Clerk shall not accept any form of submission that contains any obscene or improper language or content, as determined by the Regional Clerk in consultation with the Regional Chair.
- 5.8 No persons addressing Council as a delegation shall:
 - a. speak disrespectfully of any person;
 - b. use offensive words or unparliamentary language;
 - c. engage in improper conduct;
 - d. speak on any subject other than the subject for which they have received approval to address Council; or
 - b. disobey the Rules of Procedure or a decision of the Presiding Officer or of Council.

- 5.9 The Presiding Officer may curtail any delegation or any questions of a delegation for disorder or any other breach of the Rules of Procedure or if in the Presiding Officer's discretion, the questions are not of a clarifying nature, and, if the Presiding Officer rules that the delegation is concluded, the persons appearing shall withdraw from the place designated for delegations.
- 5.10 After a delegation has completed its presentation, members shall each have one opportunity to ask questions of the delegation for clarification purposes only, and without debate. If the delegate's answer to the clarifying question requires a further clarifying question, a member shall have one further opportunity to clarify. When all members who have indicated a desire to ask clarifying questions have finished, the persons appearing as a delegation shall withdraw from the place designated.
- 5.11 The report of the Regional Clerk for each Public Meeting shall be presented to Council at the next appropriate meeting of Council, for receipt.
- 5.12 No decision shall be made at a Public Meeting. Any matter requiring a decision shall be reported to Council for consideration debate and approval at a subsequent meeting of Council.

**ADDITIONAL MATERIALS
DISTRIBUTED AT MEETING**

FOR OFFICE USE ONLY

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|--|---|
| MEETING DATE YYYY/MM/DD 2018/02/08 | MEETING NAME Regional Council |
|--|---|

Attention: Regional Clerk
Regional Municipality of Peel
10 Peel Centre Drive, Suite A
Brampton, ON L6T 4B9
Phone: 905-791-7800 ext. 4582 Fax: 905-791-1693
E-mail: council@peelregion.ca

| |
|--|
| DATE SUBMITTED YYYY/MM/DD 2018/02/08 |
|--|

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|--|
| NAME OF INDIVIDUAL(S) Christine Massey |
|--|

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|---|
| POSITION/TITLE Resident, Region of Peel |
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|----------------------|
| NAME OF ORGANIZATION |
|----------------------|

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|--------|------------------|-----------|------------|
| E-MAIL | TELEPHONE NUMBER | EXTENSION | FAX NUMBER |
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| NAME OF INDIVIDUAL(S) |
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| POSITION/TITLE |
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| NAME OF ORGANIZATION |
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|--------|------------------|-----------|------------|

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|--|
| REASON(S) FOR DELEGATION REQUEST (SUBJECT MATTER TO BE DISCUSSED) Regarding the Report of the Integrity Commissioner listed as Item 14.3 on the February 8, 2018 Regional Council Agenda |
|--|

I AM SUBMITTING A FORMAL PRESENTATION TO ACCOMPANY MY DELEGATION YES NO

IF YES, PLEASE ADVISE OF THE FORMAT OF YOUR PRESENTATION (ie POWERPOINT)

Note:
Delegates are requested to provide an electronic copy of all background material / presentations to the Clerk's Division at **least seven (7) business days prior** to the meeting date so that it can be included with the agenda package. **In accordance with Procedure By-law 100-2012, as amended, delegates appearing before Regional Council or Committee are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).**
Delegates should make every effort to ensure their presentation material is prepared in an [accessible format](#).
Once the above information is received in the Clerk's Division, you will be contacted by Legislative Services staff to confirm your placement on the appropriate agenda. Thank you.

Notice with Respect to the Collection of Personal Information
(Municipal Freedom of Information and Protection of Privacy Act)

Personal information contained on this form is authorized under Section IV-4 of the Region of Peel Procedure By-law 100-2012 as amended, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Regional Council or a Committee of Council. The Delegation Request Form will be published in its entirety with the public agenda. The Procedure By-law is a requirement of Section 238(2) of the *Municipal Act, 2001*, as amended. Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. All Regional Council meetings are audio broadcast via the internet and will be video broadcast on the local cable television network where video files will be posted and available for viewing subsequent to those meetings. Questions about collection may be directed to the Manager of Legislative Services, 10 Peel Centre Drive, Suite A, 5th floor, Brampton, ON L6T 4B9, (905) 791-7800 ext. 4462.

February 6, 2018

Frank Dale, Regional Chair via email
Allan Thompson, Mayor of Caledon via email
Johanna Downey, Caledon Ward 2 Councillor via email
Annette Groves, Caledon Ward 5 Councillor via email
Jennifer Innis, Caledon Wards 3 & 4 Councillor via email
Barb Shaughnessy, Caledon Ward 1 Councillor via email
Linda Jeffrey, Mayor of Brampton via email
Grant Gibson, Brampton Wards 1 & 5 Councillor via email
Martin Medeiros, Brampton Wards 3 & 4 Councillor via email
Gael Miles, Brampton Wards 7 & 8 Councillor via email
Elaine Moore, Brampton Wards 1 & 5 Councillor via email
Michael Palleschi, Brampton Wards 2 & 6 Councillor via email
John Sprovieri, Brampton Wards 9 & 10 Councillor via email
Bonnie Crombie, Mayor of Mississauga via email
George Carlson, Mississauga Ward 11 Councillor via email
Chris Fonseca, Mississauga Ward 3 Councillor via email
Nando Iannicca, Mississauga Ward 7 Councillor via email
John Kovac, Mississauga Ward 4 Councillor via email
Matt Mahoney, Mississauga Ward 8 Councillor via email
Sue McFadden, Mississauga Ward 10 Councillor via email
Carolyn Parrish, Mississauga Ward 5 Councillor via email
Karen Ras, Mississauga Ward 2 Councillor via email
Pat Saito, Mississauga Ward 9 Councillor via email
Ron Starr, Mississauga Ward 6 Councillor via email

Dearest Councillors for the Region of Peel,

By way of full disclosure, yes, I have political aspirations of my own. I do not deny this, nor would I. Therefore, I grant full authority to redact my identity (or any information herein that would identify me otherwise) in all discussions or publications of this letter to ensure that I am not receiving any “credit” or “political points” in advancing this cause.

I am writing to you further to the report of the Integrity Commissioner, □. Swayze, found at page 125 of the Agenda for February 8, 2018. Therein, the Integrity Commissioner finds and concludes that Brampton Mayor Linda Jeffrey (“Mayor Jeffrey”) violated the *Municipal Conflict of Interest Act* (the “Act”). In particular, he found, and it was admitted, the following facts to be true:

1. The Clerk advised Mayor Jeffrey of the proper protocol to get her legal bill considered by Council;
2. The protocol was for Mayor Jeffrey to have her lawyer write to Council and ask that the bill be paid by the Region;
3. The Clerk advised Mayor Jeffrey that she would in a Conflict of Interest, and would have to recuse herself from the decision;
4. The lawyer in question did so write to Peel Council;
5. The Clerk provided the Mayor with a draft motion to approve the request;
6. Mayor Jeffrey knowing that the process was underway, knowing that she was in a Conflict of Interest, proceeded to canvass two Councillors (that we know of) to bring the motion to approve the request to have her legal bill covered. The Councillors in question are the Honourable Mayor of Mississauga, Bonnie Crombie, and Regional Councillor for Brampton Wards 3 & 4, Martin Medeiros.

Although not within the scope of his jurisdiction, the Integrity Commissioner proceeded to opine that the error on behalf of the Clerk was innocent. I do not take umbrage with that conclusion. However, for a very obvious reason, I have a strong objection regarding that conclusion with respect to Mayor Jeffrey, specifically:

How does one receive over \$18,000 worth of legal advice about Conflicts of Interest ... and not know what a Conflict of Interest is?

How does Mayor Jeffrey claim ignorance or innocent error of judgment when, by virtue of both her 27 years of experience as a politician and expressly because the Clerk advised her of same, she has full knowledge and conscious awareness that she has a Conflict of Interest in the nature of a Direct Pecuniary Interest?

Otherwise we would be forced to assume that after receiving over \$18,000 worth of legal advice about Conflicts of Interest, Mayor Jeffrey either a) still *does not* understand the nature or implications of a Conflict of Interest (which is, in and of itself quite troubling), or b) she *does fully understand* them, and *went ahead and sought to influence the vote anyways*.

In either event, with all due respect to Commissioner Swayze, I am not sure any weight can be put on his conclusions regarding the possibility of inadvertence, innocent error, or mere simple error in judgment.

As outlined by the Integrity Commissioner, he has no jurisdiction to recommend any consequences arising from his finding that Mayor Jeffrey violated the Act. This cannot mean that his finding can or should be ignored. To the contrary!

Arising from the circumstances, he does opine that a judge hearing an Application in the Superior Court of Justice would likely apply the provision of section 10 of the Act and not find the breach warrants a declaration that Mayor Jeffrey's seat be declared vacant, or that she be declared disqualified as a member. While I do not wish to speculate as to how the Superior Court

of Justice would treat this matter, I do feel it is incumbent on the Council to take into account the finding of facts and to react accordingly.

There are, accordingly, two issues to be dealt with by Council:

- 1) What should be done about the fact that Mayor Jeffrey violated the Act?
- 2) What should be done about the fact that B. Crombie and M. Medeiros aided and abetted the conduct of Mayor Jeffrey?

Re: Mayor Jeffrey

As a first step, I think its important that Mayor Jeffrey voluntarily apologize and pay restitution. That is a minimum.

Her conduct, as outlined above, clearly calls for a Deterrence Response. All councillors need to know they must abide by the Act, and that breaches are not merely to be shrugged off because of jurisdictional technicalities.

In addition to a reprimand, because the Conflict of Interest was directly in respect of a Pecuniary Interest, Mayor Jeffrey ought to face a pecuniary penalty. This would be consistent with the Act, which specifically contemplates that Restitution be the appropriate response for a breach.

Therefore, if it is not too late to refuse payment of the invoice at issue, I urge Council to rescind the prior decision to approve payment of the lawyer's account, in addition to imposing a financial suspension of remuneration in the amount of two weeks' pay.

If it is too late to refuse payment, if Mayor Jeffrey will not voluntarily pay restitution in the amount of the invoice, the Region ought to take any steps necessary to obtain Restitution through judicial means, in addition to a suspension of remuneration in the amount of one month's pay (the additional amount being to recognize the moral failure to take responsibility for her actions voluntarily).

Re: B. Crombie and M. Medeiros

Our institutions require public trust. When one member of Council acts inappropriately, we need to be able to trust that fellow councillors will not abide by that improper conduct. When two other councillors (that we know of) not only allow knowingly allow misconduct to take place, but actually actively take part in the conduct by agreeing to move and second the motion, it severely undermines public trust in our institutions.

When Councillors Crombie and Medeiros received a phone call from Mayor Jeffrey, asking to discuss the payment of her legal bill, being a matter that would come before Council as a result of her lawyer's written request in due course in any event, both Councillors Crombie and Medeiros had a moral duty to refuse to allow themselves to be improperly influenced. Sadly,

neither of them took any of the appropriate steps to respond to Mayor Jeffrey's attempt at influence, and in fact, both agreed to be influenced and in fact did move and second her motion.

In particular, both parties ought to have taken one or more of the following steps:

- refused to take the call or otherwise refused to discuss the matter with Mayor Jeffrey when she obviously in a patently obviously conflict;
- refused to act on her request to move and or second the motion on principle;
- recused themselves from voting on the motion due to their compromised position; or
- advised Council of what had transpired, either In Camera on the first occasion the issue was considered or in Council when the matter was discussed.

Therefore, I urge Council to apply sanctions to both Mississauga Mayor Crombie and Councillor Medeiros for their obvious failures to abide by the spirit and intent of the Regional Code of Conduct, and apply a penalty under section 223.4 of the Municipal Act.

It is my submission to you that because the matter involved an obvious pecuniary interest, it is that a Reprimand is not sufficient to have a deterrent effect, and that a suspension of remuneration of pay is the appropriate penalty for aiding and abetting the influencing of a vote concerning a conflicted councillor's pecuniary interests. While neither party benefitted financially, it nonetheless requires that a symbolic suspension of remuneration should be applied in addition to the Reprimand, and I suggest one week's pay would be the suitable measure of symbolic justice called for in the situation.

Sincerely yours,

Peel Resident