



THE REGIONAL MUNICIPALITY OF PEEL

REGIONAL COUNCIL POLICIES AND PROCEDURES COMMITTEE

MINUTES

PPC - 1/2020

The Region of Peel Regional Council Policies and Procedures Committee met on February 6, 2020 at 1:05 p.m., in the Regional Council Chambers, 5th Floor, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton, ON.

Members Present: G.S. Dhillon*; P. Fortini; N. Iannicca (ex-officio); J. Innis; C. Parrish; K. Ras; P. Saito; I. Sinclair

Members Absent: P. Brown (ex-officio), due to other municipal business; B. Crombie (ex-officio) due to other municipal business; M. Palleschi, due to other municipal business; A. Thompson (ex-officio), due to other municipal business

Also Present: N. Polsinelli, Interim Chief Administrative Officer; N. Rajani, Acting Commissioner of Finance; L. Duarte, Acting Commissioner of Corporate Services; J. Sheehy, Commissioner of Human Services; S. Baird, Commissioner of Digital and Information Services; A. Farr, Acting Commissioner of Public Works; C. Granger, Acting Commissioner of Health Services; P. O'Connor, Regional Solicitor; A. Macintyre, Deputy Regional Clerk and Manager of Legislative Services; J. Jones, Committee Clerk; S. MacGregor, Legislative Assistant

Chaired by Councillor Parrish.

1. **DECLARATIONS OF CONFLICTS OF INTEREST - Nil**

2. **APPROVAL OF AGENDA**

RECOMMENDATION PPC-1-2020:

That the agenda for the February 6, 2020 Regional Council Policies and Procedures Committee meeting, be approved.

3. **DELEGATIONS - Nil**

* See text for arrivals

◆ See text for departures

4. REPORTS

Items 4.3 and 4.4 were dealt with

4.3. Process for Appointing a Chief Administrative Officer Update (Oral)

Received

Mary Killeavy, Director, Human Resources, provided an update on the process to appoint a Chief Administrative Officer (CAO). She stated that a Request for Proposal (RFP) to select a vendor (recruitment company) is in progress. Once selected, the vendor will send a questionnaire to members of Council to gather feedback on the criteria for a candidate and recruitment expectations; and subsequently create a CAO recruitment profile. She confirmed that the profile will be brought forward to Regional Council for approval. She outlined the next steps for the vendor which include: advertising for the position, screening of applications and provision of a candidate shortlist.

In response to a question from Councillor Parrish, Mary Killeavy noted that staff will request that the vendor provide the complete list of candidates for reference.

In response to a question from Councillor Saito regarding the Committee's authority with respect to the selection process, the Committee Clerk confirmed that the December 19, 2019 Council resolution authorized the Committee to interview and vet candidates; and, to recommend candidates for appointment by Council.

In response to a request from Councillor Parrish regarding the method to update Council on the committee's progress, Mary Killeavy noted that staff will advise Council with respect to the number of applicants shortlisted and interviewed; and include general background information on the candidates. She will attend future meetings to provide recruitment process updates.

Councillor Dhillon arrived at 1:10 p.m.

4.4. Review of Regional Council Composition

RECOMMENDATION PPC-2-2020:

That the report of the Acting Commissioner of Corporate Services, titled "Review of Regional Council Composition", be deferred to the next Regional Council Policies and Procedures Committee meeting.

Councillor Parrish distributed a hand-out to Committee members providing population and Council composition information for eight Ontario regional governments including the regions of Durham, Halton, Niagara, Oxford, Muskoka, Waterloo, York and Peel.

In response to a question from Councillor Parrish, Patrick O'Connor, Regional Solicitor noted that the purpose of this report is to request direction on how to proceed with the mandated review of Regional Council composition.

Subsequent to the Committee's discussion on options to proceed, Patrick O'Connor clarified that the *Municipal Act, 2001*, as amended (the *Act*), calls for a regional governance review to be undertaken and a decision to be made in one of two ways; either to initiate change using the authority provided under s. 218 of the *Act*, or to affirm that the existing composition is satisfactory. The *Act* does not offer the option to do nothing, but provides that should Council not make a decision, then the Minister is authorized to make a decision in Council's place.

In response to a motion placed by Councillor Ras, recommending that Council reaffirm the existing Regional Council composition, Patrick O'Connor noted that an affirmation of the status quo, should it be approved by Council, will also require triple majority support.

4.1. Revisions to the Interim Period Approvals Committee Terms of Reference

RECOMMENDATION PPC-3-2020:

That the revised Terms of Reference for the Interim Period Approvals Committee, attached as Appendix I to the report of the Acting Commissioner of Corporate Services, titled "Revisions to the Interim Period Approvals Committee Terms of Reference", be approved;

And further, that the necessary by-law to continue the Interim Period Approvals Committee and to authorize the revised Terms of Reference be presented for enactment;

And further, that the Interim Period Approvals Committee By-law 62-2014 and its amending By-law 6-2019 be repealed;

And further, that the necessary by-law to amend Procurement By-law 30-2018 be presented for enactment.

4.2. Regional Council Policies and Procedures Committee 2020 Revised Work Plan

Received

4.3. Process for Appointing a Chief Administrative Officer Update (Oral)

This item was dealt with earlier in the meeting

4.4. Review of Regional Council Composition

This item was dealt with earlier in the meeting

5. COMMUNICATIONS

- 5.1. **Steve Clark, Minister of Municipal Affairs and Housing**, Letter received January 10, 2020, Regarding a Regional Council Composition Review

Received

6. OTHER BUSINESS

- 6.1. **Resolution 2019-1069**

Deferred to the next meeting of the Regional Council Policies and Procedures Committee

Related to item 6.2

- 6.2. **Rules Governing the Conduct of the Regional Chair as it Relates to the Sharing of Information to Council as Collective Whole and Endorsement of Regional Council Position Statements**

RECOMMENDATION PPC-4-2020:

That an additional Regional Council Policies and Procedures Committee meeting be scheduled on March 26, 2020 for consideration of the following matters:

- Update on the Chief Administrative Officer (CAO) Recruitment Process
- Governance Structure
- Motion from Councillor Saito Regarding item 6.2

And further, that item 6.1, titled "Resolution 2019-1069" and item 6.2, titled "Governing the Conduct of the Regional Chair as it Relates to the Sharing of Information to Council as Collective Whole and Endorsement of Regional Council Position Statements", be deferred to the March 26, 2020 Regional Council Policies and Procedures Committee meeting.

Related to item 6.1

Councillor Parrish stated that there have been discrepancies in advice from Regional and Mississauga staff regarding interpretation of the statutory role of the Regional Chair as CEO and Head of Council. She noted the matter was referred to the PPC to formulate a motion to provide that the Regional Chair is required to take his guidance from Council and report to Council members as a collective whole.

Patrick O'Connor undertook to work with Councillor Saito to formulate a motion providing clear and concise direction to the current and future Regional Chairs, within the appropriate Regional documents.

In response to a concern raised by Councillor Innis regarding insufficient meeting dates to accomplish the Committee's workload in a timely manner, the Committee members agreed to add a meeting on March 26, 2020 at 1:00 p.m., to discuss Councillor Saito's proposed motion; the Region's governance structure; and an update on the CAO recruitment process.

6.3. The Regional Council-Staff Relations Policy, Resolution 2019-189

Received

7. IN CAMERA MATTERS - Nil

8. NEXT MEETING

The next meeting of the Regional Council Policies and Procedures Committee is scheduled for March 26, 2020 at 1:00 p.m. to 2:30 p.m. in the Council Chamber, 5th floor, Regional Administrative Headquarters, Suite A, 10 Peel Centre Drive, Brampton, Ontario.

Please forward regrets to Jill Jones, Committee Clerk, and (905) 791-7800 ext. 4330 or at jill.jones@peelregion.ca.

9. ADJOURNMENT

The meeting adjourned at 2:09 p.m.