

## **Governance Committee**

### **Date**

2019/06/25

### **Time**

1:00 PM

### **Location**

Committee Room D, Council Chamber,  
300 City Centre Drive, Mississauga, Ontario, L5B 3C1

### **Members**

Councillor Pat Saito Ward 9 (Chair)  
Councillor Karen Ras Ward 2 (Vice-Chair)  
Councillor Carolyn Parrish Ward 5  
Councillor George Carlson Ward 11  
Mayor Bonnie Crombie (Ex-officio)  
John Magill, Citizen Member  
Sandy Milakovic, Citizen Member

### **Contact**

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1. **CALL TO ORDER**
2. **APPOINTMENT OF CHAIR**
3. **APPOINTMENT OF VICE CHAIR**
4. **APPROVAL OF AGENDA**
5. **DECLARATION OF CONFLICT OF INTEREST**
6. **DEPUTATIONS** -Nil.
7. **PUBLIC QUESTION PERIOD - 15 Minute Limit (5 minutes per speaker)**

Pursuant to Section 42 of the Council Procedure By-law 0139-2013, as amended: Governance Committee may grant permission to a member of the public to ask a question of Governance Committee, with the following provisions:

1. The question must pertain to a specific item on the current agenda and the speaker will state which item the question is related to.
2. A person asking a question shall limit any background explanation to two (2) statements, followed by the question.
3. The total speaking time shall be five (5) minutes maximum, per speaker.

7. **MATTERS TO BE CONSIDERED**
- 7.1. Approval of the Previous Minutes - February 25, 2019
- 7.2. Status of Governance Committee Work Plan Items
8. **INFORMATION ITEMS** – Nil.
9. **OTHER BUSINESS**
10. **ADJOURNMENT**

City of Mississauga  
**Minutes**



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## **Governance Committee**

**Date**

2019/02/25

**Time**

9:06 AM

**Location**

Civic Centre, Council Chamber,  
300 City Centre Drive, Mississauga, Ontario, L5B 3C1

**Members Present**

Karen Ras, Councillor - Ward 2  
Carolyn Parrish, Councillor - Ward 5  
Pat Saito, Councillor - Ward 9  
George Carlson, Councillor □ Ward 11  
John Magill, Citizen Member  
Sandy Milakovic, Citizen Member

**Other Memers of Council Present**

Stephen Dasko, Councillor □ Ward 1  
Dipika Damerla, Councillor □ Ward 7  
Matt Mahoney, Councillor □ Ward 8

**Members Absent**

Bonnie Crombie, Mayor (Other Municipal Business)

**Staff Present**

Gary Kent, Commissioner, Corporate Services and Chief Financial Officer  
Diana Rusnov, Director, Legislative Services and City Clerk  
Sacha Smith, Manager, Legislative Services and Deputy Clerk  
Wendy Law, Legal Counsel, Legal Services  
Karen Morden, Legislative Coordinator, Legislative Services

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1. **CALL TO ORDER** □ 9:06 AM2. **APPROVAL OF AGENDA**

Councillor Parrish requested to add a Motion with respect to Item 6.2., the Council Code of Conduct.

Approved, as amended (Councillor Ras)

3. **DECLARATION OF CONFLICT OF INTEREST** □ Nil.4. **DEPUTATIONS**

- 4.1. Councillor Saito noted that the overview of the Council Code of Conduct was a result of a Council decision in 2018, that the presentation would not include suggested amendments as that would be discussed at a separate meeting, and that all Members of Council had been invited to attend.

Jeffrey Abrams, Integrity Commissioner provided an in-depth overview of the Council Code of Conduct to those present and provided clarification with respect to questions from the Councillors.

Item 6.2., being the Council Code of Conduct, was dealt with at this time.

Councillor Parrish noted a disconnect with respect to information sharing pertaining to Regional Council and referred her Motion to the Council Code of Conduct Review.

6.2. **Council Code of Conduct**

The following Recommendations were made by the Committee:

**RECOMMENDATION**

That the deputation and associated presentation by Jeffrey Abrams, Integrity Commissioner with respect to the Council Code of Conduct, be received.

Received (Councillor Carlson)  
Recommendation GOV-0001-2019

**RECOMMENDATION**

1. That the motion submitted by Councillor Parrish with respect to suggested amendments to the Council Code of Conduct be received and referred to the Council Code of Conduct Review;
2. That the Integrity Commissioner meet with Councillor Parrish for follow-up on questions posed by the Councillor at the February 25, 2019 Governance Committee meeting.

Approved (Councillor Parrish)  
Recommendation GOV-0002-2019

**RECOMMENDATION**

That the Governance Committee meet to review the Council Code of Conduct and discuss possible amendments, upon completion of the citizen appointments to the Committee for the current term of Council.

Approved (Councillor Parrish)  
Recommendation GOV-0003-2019

5. **PUBLIC QUESTION PERIOD - 15 Minute Limit (5 minutes per speaker)**

- 5.1. Joe Horneck, Ward 6 Resident spoke regarding the 2018 Municipal Election and made note of suggestions to garner feedback from candidates regarding process and procedure. Members of the Committee thanked Mr. Horneck for his feedback and referred the matter to the City Clerk for future consideration.

6. **MATTERS CONSIDERED**

- 6.1. Approval of the Previous Minutes - June 4, 2018

Approved, as presented (Councillor Ras)

- 6.3. Status of Governance Committee Work Plan Items

Sandy Milakovic, Citizen Member spoke regarding an addition of an evaluation component to the Subcommittee Report with respect to  Good Governance  Councillor Ras requested clarification regarding outstanding items in  bold

**RECOMMENDATION**

That the Governance Committee Work Plan, updated for the February 25, 2019 Governance Committee meeting, be received.

Received (Councillor Ras)  
Recommendation GOV-0004-2019

7. **INFORMATION ITEMS** - Nil.

8. **OTHER BUSINESS**  Nil.

9. **ADJOURNMENT**  11:00 AM



## Status of Governance Committee Workplan Items

Issue	Timeline	Details
1. Tour de Mississauga Delivery Model for 2016 and beyond	<p><b>Completed.</b></p> <p>Adopted by Council on February 10, 2016.</p>	<p>MCAC-0004-2016</p> <ol style="list-style-type: none"> <li>1. That the letter dated December 18, 2015 from Glenn Gumulka, Executive Director, SustainMobility, regarding the management of the Tour de Mississauga, be received for information.</li> <li>2. That the Members of the Mississauga Cycling Advisory Committee support the transfer of the management of the Tour de Mississauga to SustainMobility.</li> <li>3. That the Tour de Mississauga Subcommittee of the Mississauga Cycling Advisory Committee continue to work with SustainMobility on the Terms and Conditions relating to the transfer of the management of the Tour de Mississauga to SustainMobility.</li> </ol>
2. Review of Code of Conduct	<p><b>In progress.</b></p>	<p>GC-0399-2018</p> <p>That the review of the Council Code of Conduct be deferred until the 2018-2022 term of Council. (GOV-0008-2018)</p> <p><b>Update:</b></p> <p><b>GOV-0003-2019</b></p> <p><b>That the Governance Committee meet to review the Council Code of Conduct and discuss possible amendments, upon completion of the citizen appointments to the Committee for the current term of Council.</b></p>
3. Review expanding the membership of the Towing Industry Advisory Committee (TIAC)	<p>June 20, 2016 Governance Committee Agenda</p>	<p>The following recommendation was approved by Governance on June 20, 2016:</p>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
	<b>Updated:</b>  <b>To be discussed at the June 3, 2019 Council Strategic Directions Setting Workshop.</b>	That the review of membership on the Towing Industry Advisory Committee be dealt with along with all of the committee membership reviews in the 1st quarter of 2018 by the Governance Committee.
4. Feasibility Study for Internet Voting	Completed	The following recommendation was approved by Governance on June 20, 2016:  1. That the Corporate Report dated June 7, 2016 from the Director of Legislative Services and City Clerk, outlining the potential enhancements for the 2018 Municipal Election be received for information.  2. That staff be directed to implement Vote Anywhere for the 2018 Municipal Election on Election Day and Advance Poll Days and that the City of Mississauga will wait for the Province to test the ranked ballot option before it is implemented for a municipal election.
5. Procedure By-law Review	Completed	The following recommendation was approved by Governance on November 14, 2016:  That a by-law be enacted to amend By-law 0139-2013, being the Corporation of the City of Mississauga Council Procedure By-law as amended, in accordance with the Corporate Report dated October 5, 2016, from the Commissioner of Corporate Services and Chief Financial Officer titled "Proposed Amendments to the Council Procedure By-law 0139-2016".

Updated Items in **Bold**



## Status of Governance Committee Workplan Items

Issue	Timeline	Details
6. Report on Pilot Committee of Adjustment Streaming	Completed	<p>The following recommendation was approved by Governance Committee on September 19, 2016:</p> <p>GOV-0014-2016</p> <ol style="list-style-type: none"> <li>1. That the Corporate Report dated August 8, 2016 from the Commissioner of Corporate Services and Chief Financial Officer titled. "Video streaming and On-demand videos for Additional Committee meetings" be received.</li> <li>2. That staff be directed to implement video streaming and on-demand videos for the Audit and Governance Committees as a one year pilot project.</li> </ol>
7. Municipal Election Campaign Contribution Rebate Program for the 2018 Election	Completed	Adopted by Council on February 22, 2017.
8. Review of Section 29 of the Committee of Adjustment Procedure By-law	Completed	Adopted by Council on September 14, 2016.
9. Election Lawn Signs	<b>Last discussed at Special Council on November 16, 2016.</b>	<p>Resolution 0220-2016 adopted by Council on November 16, 2016 to establish the period of time that the signs can be up.</p> <p>Resolution 0221-2016 adopted by Council on November 16, 2016 which gives direction to staff to provide further information on the Sign By-law as it relates to Municipal Elections.</p>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
10. Community Group Support	Completed	<p>The following recommendation was approved by Governance Committee on March 6, 2017:</p> <p>GOV-0001-2017 That the report entitled Community Group Support Program Policy 08-01-01 dated February 28, 2017 from the Commissioner of Community Services be received for information.</p>
11. Budget Allocation Process for Advisory Committees	Completed	Adopted by Council on December 14, 2017.
12. Integrity Commissioner RFP and Recruitment	Completed	Integrity Commissioner appointed by Council on June 21, 2017.
13. Posting of comments from Planning Staff with respect to Committee of Adjustment applications	Completed	
14. Bill 8 (Accountability Act) implementation	To be scheduled for a future meeting date.	
15. Procedure for establishing committees or task forces	To be scheduled for a future meeting date.	

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
16. Issues resulting from the Region of Peel representation discussions	<b>Ongoing.</b>	On-going consultation at the Region of Peel.
17. Corporate Policy Review pertaining to Municipal Elections	<b>Completed.</b>	<p>The following recommendation was approved by General Committee on November 15, 2017:</p> <p>GC-0742-2017 That the draft Corporate Policy titled "Use of City Resources During an Election Campaign, attached as Appendix 2 to the Corporate Report dated November 2, 2017 from the Commissioner of Corporate Services and Chief Financial Officer titled "Corporate Policy and Procedure - Use of City Resources During an Election Campaign" be approved with the exception of paid campaign ads in City facilities and that staff report back on campaign material as it relates to the Placing Advertisement with the City Policy 03-09-01.</p>
18. Corporate Policy Review - Citizen Appointment Process (including a review to limit citizen member appointments to one committee)	<b>To be reviewed during the 1<sup>st</sup> quarter of 2019.</b>	<p>The matter was considered by General Committee at its meeting on March 21, 2018 and the following recommendation was issued:</p> <p>GC-0175-2018</p> <ol style="list-style-type: none"> <li>1. That the report dated January 25, 2018, entitled "Requirements for Citizen Appointments to Committees of Council" from Gary Kent, CPA, CGA, Commissioner of Corporate Services and Chief Financial Officer, be received.</li> <li>2. That the Canadian citizenship remain as a requirement for citizen appointments to Committees of Council, as outlined in Corporate Policy 02-01-01 Citizen</li> </ol>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
		Appointments to Committees, Boards and Authorities.
19. Citizen appointments to committees (membership/ composition)	Update during the 1 <sup>st</sup> quarter or 2019.	Arising from discussion at General Committee on June 15, 2016.  Ongoing
20. Review of committees for 2018-2022 term of Council	Completed	
21. Review of Protocol Corporate Policy 06-02-01	Completed	<p>The following recommendation was approved at General Committee on November 15, 2017:</p> <p>GC-0732-2017 That staff be directed to incorporate the following changes to the Civic Protocol Policy 06-02-01 and report back to General Committee:</p> <ul style="list-style-type: none"> <li>a) Move the Regional Chair to appear directly following Members of Council in the Order of Precedence for Processions.</li> <li>b) Move the Regional Chair to speak directly following the Mayor or Acting Mayor in the Speaking Order at Official City Openings/Events.</li> <li>c) Clarify that Federal and Provincial Government representatives be invited to speak if there is a partnership/funding agreement in place.</li> </ul>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
22. Government Relations with Federal and Provincial Governments	<b>Completed</b>	<p>The following recommendation was approved by General Committee on February 28, 2018.</p> <p>GC-0137-2018 That the Draft Government Relations Protocol as outlined in Appendix 1, attached to the memorandum dated, February 6, 2018 from Robert Trewartha, Chief of Staff, Office of the Mayor, be approved as amended at the February 28, 2018 General Committee meeting.</p>
23. Governance Subcommittee - Municipal Governance Leadership Challenge	<b>Challenge Completed. Implementation of Recommendations Ongoing.</b>	<p>The following recommendation was approved by General Committee on February 28, 2018.</p> <p>GC-0138-2018</p> <ol style="list-style-type: none"> <li>1. That the report from John Magill, Citizen Member, entitled <input type="checkbox"/>Governance Subcommittee Report <input type="checkbox"/>Municipal Governance Leadership Challenge<input type="checkbox"/> dated February 5, 2018, be received.</li> <li>2. That the Guide to Good Municipal Governance Concluding Chapters Question Review be reviewed on a semi-annual basis by the Governance Committee to maintain and update the document.</li> <li>3. That the recommendations from the Citizen members outlined in this report be added to the Governance Committee work plan.</li> </ol> <p>(GOV-0004-2018) As a result of the review and discussions, the Citizen Members of Governance Committee have the following recommendations:</p> <ol style="list-style-type: none"> <li>1. That a more comprehensive orientation be prepared for</li> </ol>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
		<p>new/incoming Council Members.</p> <ol style="list-style-type: none"> <li>a. The orientation at the beginning of each term would establish agreed upon City priorities and the principles upon which decisions and strategic priorities will be based and prioritized. Councillors will understand the fit of their ward priorities and appropriate ward actions.</li> <li>b. Create a governance culture supportive of consensus building among councillors beginning with the early mandate orientation sessions and a strategy to reinforce it throughout the mandate.</li> </ol> <ol style="list-style-type: none"> <li>2. Ensure decisions are being made aligned with and have a balance between City-wide and ward specific issues.           <ol style="list-style-type: none"> <li>a. Annually as staff begin to prepare next year's budget Council should be informed of potential challenges and priorities.</li> </ol> </li> <li>3. Ensure Strategic and Master Plans are provided in an informative and user friendly format.           <ol style="list-style-type: none"> <li>a. Include an executive summary to large documents</li> <li>b. Provide simplified information for the public</li> <li>c. Staff to present an executive summary to Council following approval of the Budget regarding major projects coming forward.</li> </ol> </li> <li>4. Effectively and efficiently expand and experiment with methods for consultation with the public including the hard to access for:</li> </ol>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
		<ul style="list-style-type: none"> <li>a. Consensus building around priorities and unique City characteristics</li> <li>b. Strategic planning</li> <li>c. Decision making</li>   <li>5. Manage relationships more effectively               <ul style="list-style-type: none"> <li>a. Establish a plan of action with specific objectives and resources for approaching other levels of government for support of the City's strategic priorities and asset requirements utilizing all appropriate staff and Council members.</li> </ul> </li>   <li>6. Process improvements and the role of the Governance Committee               <ul style="list-style-type: none"> <li>a. Report to Governance Committee and Council on the implications of Bill 68</li> <li>b. Continue to identify opportunities for improvements in governance</li> <li>c. Consider the impact on governance improvements contained in procedural rules for Council and in the Code of Conduct</li> <li>d. Add the City's core values to signature blocks</li> <li>e. Monitor the progress of achievement of recommendations applicable to staff contained in Appendix 2</li> </ul> </li> </ul>

Updated Items in **Bold**

## Status of Governance Committee Workplan Items

Issue	Timeline	Details
<b>24. New Council Orientation</b>	<b>Completed</b>	GOV-0010-2018 That staff be directed to organize orientation and strategic direction setting sessions for the Members of Council for the 2018-2022 term, as outlined in the report entitled, 'New Council Orientation and Strategic Direction Setting' dated March 15 <sup>th</sup> , 2018, from the City Manager and Chief Administrative Officer. (GOV-0010-2018)
<b>25. Electronic Participation at meetings.</b>		GC-0403-2018  1. That the request from the Accessibility Advisory Committee with respect to Electronic Participation for Advisory Committee Meetings, dated June 6, 2018, be received.  2. That Legal Services staff be directed to draft a set of proposed criteria for amendments to the Council Procedure By-law #139-13 and report back to the Governance Committee. (GOV-0012-2018)