



CITY OF MISSISSAUGA MAYORAL DECISION MDE-0011-2025

To appoint a Commissioner of  
Community Services for the City of  
Mississauga

Under the authority granted by s. 284.6 of the Municipal Act, 2001, the Mayor hereby appoints Raj Sheth as the Commissioner of Community Services for the City of Mississauga effective May 1, 2025.

The Commissioner of Community Services shall be responsible for carrying out all responsibilities for the overall efficient operation of the Community Services Department's administration, including the duties and responsibilities set out in Schedule A.

That the necessary officers of the City be authorized and directed to take all actions necessary to fulfill this decision.

Dated at Mississauga, this 23<sup>rd</sup> day of April, 2025.

Original signed by the Mayor

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Mayor

Original signed by the City Clerk

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City Clerk

## SCHEDULE A

1. Subject to the provisions of the *Municipal Act, 2001* and as hereinafter provided, the duties and responsibilities of the Commissioner of Community Services shall be as follows:

1.1 To co-ordinate, lead and direct the Community Services Department in the administration of the business affairs of the Corporation in accordance with Mayoral Decisions and the by-laws, policies and plans established and approved by Council.

1.2 To be responsible for the overall efficient operation of the Community Services Department's administration, and to be responsible for motivating and developing the skills of the Community Services Department staff to foster productivity, professionalism and high morale.

1.3 To co-ordinate and facilitate the flow of information between the Administration and Council and Committees of Council.

1.4 To coordinate, lead and direct the Community Services Department in the preparation of plans, policies and programs to be submitted to Council for the provision of cultural, recreational, educational, and environmental services and the construction, maintenance and rehabilitation of related facilities provided by the Community Services Department and for the oversight of compliance with municipal by-laws to maintain order, safety and community standards.

1.5 To co-ordinate, lead and direct the Community Services Department in the implementation, management, enforcement and evaluation of all Mayoral Decisions and by-laws and programs approved by Council.

1.6 To organize and co-ordinate, and present to Council, recommendations arising from administrative operations which require the approval of Council and propose legislation and resolutions arising from such recommendations.

1.7 To present to Council, reports and information regarding progress and accomplishments of programs and projects, the status of revenues and expenditures, status of strategic and long-range planning and the general administrative management of the Community Services Department.

1.8 To direct the periodic review of the Community Services Department organization, its structural, management and communication systems and to make recommendations for continuous improvement to the City Manager and Council and the Mayor as the case may be.

1.9 To attend Council and Committees of Council with the right to speak but not to vote thereat.

1.10 To provide all necessary information to Council for purposes of decision-making and approving by-laws.

1.11 To direct the activities of all Community Services employees except where such direction would contradict the statutory duties of such officers as are appointed under statute and whose duties are prescribed by statute.

1.12 To delegate appropriate duties and responsibilities to Division Directors within the Community Services Department structure.

1.13 To attend to the interests of the Corporation on intergovernmental issues at the administrative level.

1.14 Without limiting the generality of the foregoing, to perform any additional responsibilities and to exercise the powers incidental thereto which may, from time to time be assigned to the Commissioner of Community Services by Council or the Mayor as the case may be.

1.15 To attend Leadership Team meetings and participate in a team context to enhance the strategic management of the Corporation and to enhance the service delivery of the Corporation with a perspective of the well-being of the Corporation.