



## Minutes

### Governance & Council Operations Committee

### The Corporation of the City of Brampton

**Monday, February 28, 2022**

**Members Present:** Regional Councillor P. Fortini (Chair)  
Regional Councillor M. Medeiros (arrived at 9:32 a.m. – personal)  
Regional Councillor P. Vicente  
Regional Councillor G. Dhillon  
City Councillor C. Williams

**Members Absent:** Nil

**Other Members Present:** City Councillor J. Bowman

**Staff Present:** P. Morrison, Interim Chief Administrative Officer  
M. Kallideen, Commissioner, Legislative Services  
J. Schmidt-Shoukri, Commissioner, Public Works and Engineering  
J. Tamming, Director, Strategic Communications, Culture and Events, Corporate Support Services  
S. Akhtar, City Solicitor, Corporate Support Services  
N. Damer, Treasurer, Corporate Support Services  
Z. Majid, Senior Manager, Accounting Services, and Deputy Treasurer, Corporate Support Services  
J. Keddy, Manager, Security Services, Public Works and Engineering  
G. Peddie, Supervisor, Events, Strategic Communications, Culture and Events, Corporate Support Services  
P. Fay, City Clerk, Legislative Services  
C. Gravlev, Deputy City Clerk, Legislative Services  
T. Brenton, Legislative Coordinator, Legislative Services

The meeting was called to order at 9:30 a.m. and adjourned at 10:34 a.m.

**1. Call to Order**

As this meeting of the Governance and Council Operations Committee was conducted with electronic participation by Members of Council, the meeting started with the City Clerk calling the roll for attendance at the meeting, as follows.

Members present during roll call: Regional Councillor Vicente, City Councillor Williams, Regional Councillor Dhillon, Chair Fortini

Members absent during roll call: Regional Councillor Medeiros (arrived at 9:32 a.m. – personal)

Other Members Present: City Councillor Bowman

**2. Approval of Agenda**

Committee discussion took place with respect to proposed amendments to the agenda.

The following motion was considered.

**GC001-2022**

That the agenda for the Governance and Council Operations Committee Meeting of February 28, 2022 be approved as amended **to add**:

9.5. Discussion Item at the Request of City Councillor Williams re. **Deputy Mayor Position**;

9.6. Discussion Item at the Request of City Councillor Williams re. **Expense Policy and Robo Calls**; and,

9.7. Discussion Item at the Request of Chair Fortini re. **Voting at Meetings and Attendance**.

Carried

**3. Declarations of Interest under the Municipal Conflict of Interest Act**

Nil

**4. Consent**

Nil

**5. Announcements**

Nil

**6. Delegations**

Nil

**7. Staff Presentations**

Nil

**8. Reports**

Nil

**9. Other Business/New Business**

**9.1 Discussion Item re. Member Town Hall Meetings and Corporate Support**

Peter Fay, City Clerk, provided an overview of the materials provided with the agenda for this meeting regarding Member Town Hall meetings and corporate support, as requested at the Committee meeting of November 22, 2021.

Committee consideration included a suggestion that Member Town Halls be limited to two or three per year.

**9.2 Discussion Item re. Council Handbook**

Peter Fay, City Clerk, indicated that a link to the Council Handbook was provided on the agenda for this meeting for Committee's reference. He indicated that the handbook was developed this Term of Council as a handy tool, is a public document on the City's website for public viewing, has been updated four times throughout the Term, and is expected to be updated again in the Spring of 2022.

Mr. Fay requested comments, questions or suggestions from Committee Members with respect to a Council Handbook for the next term.

**9.3 Discussion Item re. Council Office (6th Floor) Reception/Security Services**

Peter Fay, City Clerk, provided background on the Council Office Assistant position that provided reception/concierge and other services for the Council Office, along with details on the process for visitors to access the 6th Floor.

Mr. Fay indicated that the position was not required during the COVID-19 pandemic, that the incumbent at that time subsequently accepted another position at the City and, as a result, the position is currently vacant.

Mr. Fay indicated that a staff report is being developed for consideration at a future Council meeting, and requested feedback from Committee Members.

Committee Members expressed concerns about visitors to the 6th Floor not being signed-in or tracked, and reiterated the need for sign in/tracking protocols for all visitors.

**9.4 Discussion Item re. Hybrid (in-person and remote) Meetings of Council and Committee**

Peter Fay, City Clerk, outlined the City's "Return to Chambers" plan for Members of Council, City staff, the public and citizen-based committees as detailed in an e-mail from the CAO (February 8, 2022), and noted that any changes to the plan in the coming weeks or months will be dependent on direction from the Province and the Peel Medical Officer of Health.

In response to questions from Committee, Mr. Fay provided information on the following:

- provisions of the *Municipal Act* and Procedure By-law as they relate to electronic meetings
- in-person attendance by individual Members (currently there is no mandatory requirement for Members or Committee Chairs to attend meetings in-person – up to five Members can being accommodated in Chambers with the required distancing)
- continuance of remote meetings for citizen-based advisory committees
- fees relating to platforms, licenses and staffing for electronic meetings

The following motion was considered.

**GC002-2022**

That the discussion at the Governance and Council Operations Committee Meeting of February 28, 2022, re. **Hybrid (in-person and remote) Meetings of Council and Committee**, be received.

9.5 Discussion Item at the Request of City Councillor Williams re. Deputy Mayor Position

Committee held a brief discussion on the position of Deputy Mayor.

The following motion was considered.

**GC003-2022**

That the discussion at the Governance and Council Operations Committee Meeting of February 28, 2022, re. **Deputy Mayor Position**, be received.

Carried

9.6 Discussion Item at the Request of City Councillor Williams re. Expense Policy and Robo Calls

A motion, moved by City Councillor Williams, was introduced to amend the Mayor and Councillors' Expense Policy to include robo calls as an eligible expense and to provide that all robo call expenses incurred during this Term of Council be reimbursable.

Councillor Williams outlined the purpose of the motion.

In response to questions from Committee, staff provided details on provisions of the Expense Policy and Council Code of Conduct as they relate to management of messaging from Members of Council.

A motion, moved by Regional Councillor Vicente, was introduced to refer the proposed motion to staff to consider and report on possible means to ensure robo call messaging alignment with the Council Code of Conduct and communication strategic priorities of the City and Members objectives to keep constituents informed.

Committee Members expressed varying opinions on the motions introduced by Councillors Williams and Vicente.

Councillor Vicente subsequently withdrew his motion.

The following motion was considered.

**GC004-2022**

That the Mayor and Councillors' Expense Policy be amended to include robo calls as an eligible expense; and,

That any robo call expenses incurred during this term of Council be reimbursable.

Carried

**9.7 Discussion Item at the Request of Chair Fortini re. Voting at Meetings and Attendance**

With the assistance of staff, the following motion was introduced by Chair Fortini and subsequently moved by Regional Councillor Medeiros:

That the electronic meeting protocol be amended to provide that should a member be absent during the taking of a vote, and there is no response on the call for the vote of the member, that they be recorded as absent, and not in the negative on the matter.

In response to questions from Committee, staff outlined the provisions of the Municipal Act and Procedure By-law as they relate to Members who do not vote, and recorded votes. Mr. Fay provided a reminder that it is the obligation of a Member to notify the City Clerk if they will be leaving a meeting early.

The motion was considered as follows.

**GC005-2022**

That the electronic meeting protocol be amended to provide that should a member be absent during the taking of a vote, and there is no response on the call for the vote of the member, that they be recorded as absent, and not in the negative on the matter.

Carried

**10. Deferred/Referred Matters**

Nil

**11. Notice of Motion**

Nil

**12. Correspondence**

Nil

**13. Councillor Question Period**

Nil

**14. Public Question Period**

Members of the public were given the opportunity to submit questions via e-mail to the City Clerk's Office regarding any decisions made at this meeting.

Peter Fay, City Clerk, confirmed that no questions were submitted regarding decisions made at this meeting.

**15. Closed Session**

Nil

**16. Adjournment**

The following motion was considered.

**GC006-2022**

That Committee do now adjourn to meet again on Monday, May 30, 2022 at 9:30 a.m. or at the call of the Chair.

Carried

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P. Fortini, Chair