Wednesday, March 02, 2016

**Members:**
Regional Councillor M. Medeiros – Wards 3 and 4 (Chair)
Regional Councillor G. Gibson – Wards 1 and 5
Regional Councillor E. Moore – Wards 1 and 5
Regional Councillor M. Palleschi – Wards 2 and 6
Regional Councillor G. Miles – Wards 7 and 8
(Vice-Chair, Corporate and Financial Affairs)
Regional Councillor J. Sprovieri – Wards 9 and 10
(Vice-Chair, By-law Enforcement)
City Councillor D. Whillans – Wards 2 and 6
City Councillor J. Bowman – Wards 3 and 4
City Councillor P. Fortini – Wards 7 and 8
City Councillor G. Dhillon – Wards 9 and 10 (other municipal business)

**Staff Present:**
Corporate Services Department:
P. Simmons, Chief Corporate Services Officer
P. Honeyborne, Executive Director, Finance and Treasurer
R. Zuech, Acting City Solicitor, Corporate Services
P. Fay, City Clerk, Corporate Services
E. Evans, Deputy City Clerk, Corporate Services
S. Pacheco, Legislative Coordinator, Corporate Services
The meeting was called to order at 3:01 p.m., recessed at 4:13 p.m., moved into Closed Session at 4:24 p.m., recessed at 4:59 p.m., moved back into Open Session at 5:01 p.m. and adjourned at 5:13 p.m.

1. **Approval of Agenda**

   The following motion was considered.

   CS029-2016 That the agenda for the Corporate Services Committee Meeting of March 2, 2016 be approved as amended to add the following items:


   10.2. Discussion at the request of Regional Councillor Gibson, re: CRA Form T2200 Issued to Members of Brampton City Council.

   18.1. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – property matter

   Carried

   Note: Later in the meeting, on a two-thirds majority vote to re-open the question, Items 10.1 and 10.2 were added to the agenda.

The following supplementary information was provided at the meeting:

**Re. Item 15 – Regional Council Business:**

15.1. Presentation by Janice Given, Manager, Growth Management and Special Policy, Planning and Infrastructure Services, re: Region of Peel Growth Management Committee.

The following reports listed on the published agenda were previously distributed to Members of Council and senior staff on February 26, 2016:

8.3. Report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 5, 2016, re: City Initiated Property Assessment Appeals.

8.4. Report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 4, 2016, re: Land Tax Apportionments (File EA.a).
2. **Declarations of Interest under the Municipal Conflict of Interest Act** – nil

3. **Consent**

   * The following items listed with an asterisk (*) were considered to be routine and non-controversial by Committee and were approved at this time.

   (8.2)

   (Item 8.1 was removed from consent)

4. **Announcements** – nil

5. **Delegations** – nil

6. **Staff Presentations** – nil

7. **By-law Enforcement** – nil

8. **Corporate and Financial Affairs**


   Staff responded to questions of clarification from Committee regarding various contracts outlined in the appendices to the report, as it relates to:
   - Contract adjustments and extensions
   - Procurement methods for specific contracts
   - Value of various contracts

   The following motion was considered.

   CS030-2016 That the report from Jane Fera, Manager, Purchasing, Corporate Services, dated January 19, 2016, to the Corporate Services Committee Meeting of March 2, 2016, re: Purchasing Activity Quarterly Report – 3rd and 4th Quarters 2015, be received.

   Carried

CS031-2016 1. That the report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 5, 2016, to the Corporate Services Committee Meeting of March 2, 2016, re: **Tax Adjustments, Cancellations and Reductions Pursuant to the Municipal Act, 2001** (File EA.a), be received; and,

2. That the tax account adjustments as listed in Appendix A of the subject report be approved.

Carried

8.3. Report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 5, 2016, re: **City Initiated Property Assessment Appeals**.

The following motion was considered.

CS032-2016 1. That the report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 5, 2016, to the Corporate Services Committee Meeting of March 2, 2016, re: **City Initiated Property Assessment Appeals**, be received; and,

2. That a by-law be passed to authorize certain complaints to the Assessment Review Board.

Carried

8.4. Report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 4, 2016, re: **Land Tax Apportionments** (File EA.a).

The following motion was considered.

CS033-2016 1. That the report from David Sutton, Director, Financial Planning and Budgets, Corporate Services, dated February 4, 2016, to the Corporate Services Committee Meeting of March 2, 2016, re: **Land Tax Apportionments** (EA.a), be received; and,

2. That the unpaid taxes for the lands covered by the assessment roll numbers listed in Appendix A to the subject report be apportioned according to their relative value for each year as indicated in Appendix A.

Carried
9. **Minutes** – nil

10. **Other/New Business**

10.1. Discussion, re: **Paperless Agendas**.

Note: Later in the meeting, on a two-thirds majority vote to re-open the question, Item 10.1 was added to the agenda.

In response to a question from Committee, Peter Fay, City Clerk, Corporate Services, outlined the environmental and financial benefits of moving towards paperless agendas, and advised that the number of agendas printed by the City Clerk’s Office has significantly reduced over the last few years.

Committee discussion took place with respect to the following:
- Paperless agendas at the Region of Peel and an indication from staff that Brampton will be considering making paperless agendas mandatory in the new term of Council
- Challenges experienced by Council Members in using tablets to view/make notes on agendas
- Display of motions at the Region of Peel Council Chambers during meetings
- Indication from staff that technological improvements in the Council Chambers can be explored (e.g. installation of individual computers at each Council Member station)
- Preference of some Council Members to continue using paper agendas
- Indication from staff that a subscription form will be provided to Council Members to state their preference for paper agendas for all Committees supported by the Clerk’s Office

10.2. Discussion at the request of Regional Councillor Gibson, re: **CRA Form T2200 Issued to Members of Brampton City Council**.

Note: Later in the meeting, on a two-thirds majority vote to re-open the question, Item 10.2 was added to the agenda.

In response to questions from Committee, P. Honeyborne, Executive Director, Finance and Treasurer, Corporate Services, provided the following information:
- City issues Form T2200 – Declaration of Conditions of Employment, annually to Members.
- The form includes a box for the City to state if the employee’s contract of employment requires him/her to use a portion of his/her home for work
- Clarification that there exists no employment contract for elected officials and there exists no known Council authority to answer yes to the question on the
form requiring the use of a portion of a Member’s home for work, and possible need for a Council resolution authorizing such requirement.

Comments from Committee included the following:
- Previous T2200 forms issued to Members by the City included identification of a home office requirement
- Comment that comparable forms issued by the Region of Peel to Regional Councillors do include such requirement noted for use of home for work.

Staff advised they would look into the matter and further information could be provided at the March 9, 2016 Council meeting, during consideration of the Committee Minutes from the Corporate Services Committee meeting.

11. Referred Matters – nil

12. Deferred Matters – nil

13. Notices of Motion – nil

14. Correspondence – nil

15. Regional Council Business

Victoria Mountain, Advisor, Corporate Development and Strategy, Office of the Chief Administrative Officer, advised Committee that a briefing note was previously circulated to Members of Council regarding the agendas for the following Region of Peel Committee meetings, scheduled to take place on March 3, 2016:
- Growth Management Committee
- Government Relations Committee

Janice Given, Manager, Growth Management and Special Policy, Planning and Infrastructure Services, and Raghuram Kumar, Manager, Capital and Development Financing, Corporate Services, provided an overview of the following reports being considered by the Growth Management Committee on March 3, 2016, and outlined staff’s position as it relates to the information/recommendations within:
- Report Item 4.1. New Approach to Planning, Servicing and Financing Growth in the Region of Peel
- Report Item 4.3. Bill 73 and Ontario Regulation 428/15 – Changes to the Development Charges Act
Ms. Mountain provided an overview of the items listed on the Government Relations Committee agenda for March 3, 2016, and provided details with respect to Report Item 4.1 – 2016 Government Relations Opportunities and Priorities. Ms. Mountain highlighted the prioritized Regional Council endorsed advocacy themes/positions that are key priorities for Brampton, and explained how they link to the priorities identified in the City’s 2016-2018 Strategic Plan.

Committee discussion took place with respect to the following:

- Indication that staff are not aware of a regional transit system initiative
- Confirmation from staff that Regional Council representation was not an item on the Government Relations Committee agenda for March 3, 2016
- The need to communicate to the Region’s Government Relations Committee that regional governance representation is a key priority for Brampton
- Request that the City Clerk circulate to all Members of Council and the Region’s Government Relations Committee (for consideration at its March 3, 2016 meeting), Council’s previous standing position regarding regional governance representation

The following motions were considered.

CS034-2016 That the City Clerk be requested to forward to the Regional Clerk, Regional Municipality of Peel, for consideration at the scheduled meeting of the Government Relations Committee on March 3, 2016, the previous standing position of The Council of the Corporation of the City of Brampton regarding regional governance representation, advising that this matter remains a priority for Brampton City Council and requesting resolution of this matter by the Region of Peel Council.

Carried

CS035-2016 That the presentations by the following staff, to the Corporate Services Committee Meeting of March 2, 2016, re: Regional Council Business be received:

- Victoria Mountain, Advisor, Corporate Development and Strategy, Office of the Chief Administrative Officer
- Janice Given, Manager, Growth Management and Special Policy, Planning and Infrastructure Services,
- Raghuram Kumar, Manager, Capital and Development Financing, Corporate Services.

Carried

16. Councillors Question Period
1. In response to a question from Regional Councillor Sprowieri, Peter Honeyborne, Executive Director, Finance and Treasurer, Corporate Services, advised that the Brampton Safe Association audit report will be considered at the March 9, 2016 Council meeting.

17. **Public Question Period** – nil

18. **Closed Session**

Peter Fay, City Clerk, Corporate Services, outlined the reasons for moving into Closed Session.

The following motion was considered.

CS036-2016 That Committee proceed into Closed Session to consider matters pertaining to the following:

18.1 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – property matter

Carried

Note: In Open Session, the City Clerk, at the request of the Chair, reported on the status of matters considered in Closed Session as follows:

- Item 18.1 – no direction was provided

19. **Adjournment**

The following motion was considered.

CS037-2016 That the Corporate Services Committee do now adjourn to meet again on Wednesday, April 7, 2016 at 3:00 p.m. or at the call of the Chair.

Carried

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Regional Councillor M. Medeiros, Chair