February 17, 2015

**Members Present:** Regional Councillor G. Gibson – Wards 1 and 5 *(Chair)*
Regional Councillor E. Moore – Wards 1 and 5
Regional Councillor M. Palleschi – Wards 2 and 6
Regional Councillor G. Miles – Wards 7 and 8

**Members Absent:** nil

**Staff Present:** P. Fay, City Clerk, Corporate Services
N. Kotecha, Legal Counsel, Corporate Services
W. Hunter, Manager, Administrative Services and Elections, Corporate Services
L. McInnis, Council Office Manager, Corporate Services
S. Danton, Legislative Coordinator, Corporate Services
The meeting was called to order at 9:33 a.m. and adjourned at 11:38 a.m.

After due consideration of the matters placed before this Committee, the members beg leave to present its report as follows:

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Regional Councillor G. Gibson, Chair
A. **Approval of Agenda**

**MS001-2015** That the agenda for the Member Services Committee Meeting of February 17, 2015, be approved, as amended, as follows:

To add:

H 2. Discussion at the request of Councillor Miles, re: **Council and Committee Agenda Distribution**

Carried

B. **Declarations of Interest under the Municipal Conflict of Interest Act** - nil

C. **Consent** - nil

D. **Announcements** - nil

E. **Delegations** - nil

F. **Staff Presentations**

F 1. Presentation by Wendi Hunter, Manager, Administrative Services and Elections, and Nupur Kotecha, Legal Counsel, Corporate Services, re: **Establishing a Lobbyist Registry and Gift Registry**

Wendi Hunter, Manager, Administrative Services and Elections, and Nupur Kotecha, Legal Counsel, Corporate Services, presented an overview of Lobbyist and Gift Registries which included the following:

- Staff proposed definitions and considerations:
  - Communication
  - Lobby
  - Lobbyist
  - Public Office Holder
- Staff proposed Lobbyist exemptions and considerations
- Administrative support
Committee discussion of the matter included:

- Lobbyist registration responsibilities
- Potential groups, events, and matters to be included in the definition of Lobbyist
- Clarification and definition of a Public Office Holder, including the possible inclusion of citizen advisory committees, City staff, and boards
- Prohibition on former public office holders lobbying current public office holders
- Lobbying exemptions
- Discussion regarding possible extensions for non-city organized community meetings that are part of the City’s public planning approval process
- Discussion regarding possible exemptions to publicly funded school boards and publicly funded health care institutions
- Request for staff consideration of application of registry to other types of boards including, but not limited to, GTMA, GTAA, FCM, AMO and industry associations
- Clarification that registry exemption would apply to the Region of Peel, Caledon, and Mississauga
- Clarification that the role of charities and charitable work and advocacy will be addresses at a later point after the registry is established
- Need for further discussion on the administration of the lobbyist registry
- Need for further review and discussion on the staff proposals on the gift registry
- Clarification that exemptions and interpretation of the registry application must be viewed on a case-by-case basis, based on relevant facts of communication activities with public office holders
- Front line processes, registration timelines, and closure of lobbying matters
- Administrative support and budget approval
- Staffing and structure assessment after a full year of operation of the registry
- Next steps in development of Lobbyist and Gift Registry By-law and need for a status report to Council on February 25, 2015, as it is premature to make recommendations at this time since additional Committee review and discussion is needed

In an effort to approve and develop the framework of the Lobbyist and Gift Registry prior to the City’s budget approval, Committee requested that members be canvased for availability and a Member Services Committee meeting be scheduled as soon as possible.
The following motion was considered:

MS002-2015 That the presentation by Wendi Hunter, Manager, Administrative Services and Elections, and Nupur Kotecha, Legal Counsel, Corporate Services, to the Member Services Committee Meeting of February 17, 2015, re: Establishing a Lobbyist Registry and Gift Registry, be received.

Carried

G. Reports

H. Other/New Business

H 1. Discussion re: Mayor and Council Code of Conduct

Note: no discussion took place with respect to this matter. This matter will be brought forward by staff to a future meeting.

H 2. Discussion at the request of Councillor Miles, re: Council and Committee Agenda Distribution

In response to questions from Committee, Peter Fay, City Clerk, stated the following:

- The City is transitioning to a new electronic agenda management system. Once the system becomes available, training sessions will be available to all users.
- The new system is anticipated to begin in early spring and hard copy agendas plan to be delivered to the Mayor and Council offices one week before the meeting date.
- Currently, electronic copies and links to agendas are emailed on the Friday before the meeting date, hard copies are also distributed on Friday.
- The City’s print shop is available for printing services during regular business hours.
- Distinctions between the agenda distribution process for Regional Council agendas and City Council and Committee agendas.

I. Deferred/Referred Matters

J. Notices of Motion
Minutes
Member Services Committee

K. Correspondence

L. Councillors Question period

M. Public Question Period

N. Closed Session

O. Adjournment

MS003-2015 That the Member Services Committee do now adjourn to meet again on Monday, May 4, 2015, or at the call of the Chair.

Carried