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## **Governance Committee**

### **Date**

2017/10/31

### **Time**

1:00 PM

### **Location**

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

### **Members Present**

Councillor Karen Ras	Ward 2
Councillor Pat Saito	Ward 9
Councillor Carolyn Parrish	Ward 5
Councillor Ron Starr	Ward 6
Councillor Jim Tovey	Ward 1 (Other Municipal Business)
Mayor Bonnie Crombie	(Ex-officio)
John Magill	Citizen member
Sandy Milakovic	Citizen member

### **Staff Present**

Janice Baker, City Manager and Chief Administrative Officer  
Gary Kent, Commissioner of Corporate Services and Chief Financial Officer  
Mary Ellen Bench, City Solicitor  
Rob Trewartha, Chief of Staff  
Diana Rusnov, Director of Legislative Services and City Clerk  
Sacha Smith, Manager of Legislative Services and Deputy Clerk  
Allyson D'Ovidio, Legislative Coordinator

### **Find it online**

<http://www.mississauga.ca/portal/cityhall/governancecommittee>

1. CALL TO ORDER – 1:00 PM
2. APPROVAL OF AGENDA  
Approved (Councillor Parrish)
3. DECLARATION OF CONFLICT OF INTEREST - Nil
4. DEPUTATIONS - Nil
5. PUBLIC QUESTION PERIOD - Nil
6. MATTERS CONSIDERED
  - 6.1. Approval of the Minutes - June 5, 2017  
Approved (S. Milakovic)
  - 6.2. Government Relations Protocol (Draft)

Members of the Committee engaged in a discussion with respect to the Draft Government Relations Protocol and made the following suggestions:

- When the Mayor and Acting Mayor are unavailable to attend an event of city-wide importance, the Mayor should ask the Ward Councillor to attend.
- The reference to The Mayor attending international meetings should clearly identify meetings outside of the City of Mississauga.
- In the Role of the Member of Council a descriptor should be added to specify when acting in the capacity of City of Mississauga Councillor.

In response to a request for clarification with respect to international travel, Gary Kent, Commissioner, Corporate Services and Chief Financial Officer noted Councillors are allowed to expense international travel to their budget. Mayor Crombie noted Councillors need to have a defined role to account for the expenditure. In response to an inquiry with respect to whether there should be a process to approve Councillors to attend international events, Councillor Ras noted these circumstances are rare and should be considered on a case by case basis. Mr. Kent further noted that if all of Council voted for a unique circumstance, the costs would be taken from a corporate account.

In response to comments regarding the role of the Acting Mayor, Robert Trewartha, Chief of Staff, Office of the Mayor, noted the purpose of this section was to address

attendance at city-wide events. Mr. Trewartha noted the challenges associated with asking the Mayor's Office to coordinate events for the local area Councillors and further that the Acting Mayor shall coordinate event logistics with the event organizer.

Mr. Trewartha provided clarity with respect to the requirement for members of Council to receive Council endorsement prior to advocating to senior officials at the federal or provincial level and noted the purpose is to ensure members of Council are advocating for Council approved initiatives. Councillor Tovey expressed his concerns with this requirement.

#### RECOMMENDATION

That the draft Government Relations protocol as outlined in the document reviewed by the Governance Committee on October 31, 2017 be approved as amended to include the following and that staff report back to General Committee with a Corporate Policy:

- a) Role of Mayor  
"The Mayor will act as the City of Mississauga representative at all official international meetings outside of the City of Mississauga, including investment missions. Members of Council may attend with the Mayor should they choose to do so."
- b) In the Role of Members of Council section include a descriptor to clarify that it is when acting in the capacity of a City of Mississauga Councillor.
- c) Role of Acting Mayor  
"In the event the Mayor is unable to attend an event of city-wide importance, the Mayor shall ask, with the permission of the event organizer, the Acting Mayor to attend in his or her place. If the Acting Mayor is unable to attend, the Mayor shall ask the Ward Councillor. This process shall repeat until a Councillor is able to attend as Acting Mayor."

Approved as amended (Councillor Parrish)

Recommendation GOV-0011-2017

### 6.3. Civic Protocol

Members of the Committee engaged in a discussion with respect to the Civic Protocol Policy 06-02-01 and made the following comments:

- The order of precedence should be Mayor or Acting Mayor, Members of Council then Regional Chair, then Federal government representative and Provincial government representative.
- The same order should apply for speaking order at events.
- The policy should specify who should be invited to speak at events.

Mayor Crombie noted the importance of the order of precedence at events at City Hall and Celebration Square and further that the City officials speak first.

In response to comments by Committee members, Janice Baker, City Manager and CAO noted that the policy is referring to the speaking order at City events and that it cannot be enforced at private events where City officials are attending. In response to a comment about speakers, Laurel Schut, Manager of Corporate Communications, noted MPs and MPPs are invited to speak only where there is a funding agreement or partnership agreement in place.

#### RECOMMENDATION

That staff be directed to incorporate the following changes to the Civic Protocol Policy 06-02-01 and report back to General Committee:

- a) Move the Regional Chair to appear directly following Members of Council in the Order of Precedence for Processions.
- b) Move the Regional Chair to speak directly following the Mayor or Acting Mayor in the Speaking Order at Official City Openings/Events.
- c) Clarify that Federal and Provincial Government representatives be invited to speak if there is a partnership/funding agreement in place.

Approved as amended (Councillor Parrish)

Recommendation GOV-0012-2017

#### 6.4. Foreign Delegations

Councillor Parrish noted there should be a budget for refreshments and further that letters from the Mayor or Councillors should be sent to foreign delegations when they are invited to an event.

Members of the Committee engaged in discussion with respect to who should be considered or invited to the City as a foreign delegation and the risks of sending letters. In response to Councillor Starr, Janice Baker noted the risks to the City by not having criteria in place to manage the requests. Ms. Baker further noted we run the risk of supporting a foreign delegation that has only commercial interests in the City. Councillor Starr noted that trade and political exchange should be welcomed. Mayor Crombie further noted the potential risk from delegates who use an invitation from the City to expedite a visa application and suggested that letters should come from the Chamber of Commerce.

In the interim, Councillor Saito suggested that requests to cover the costs of refreshments should be brought to Council for approval or reimbursement until a policy can be adopted.

#### RECOMMENDATION

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That the report dated October 23, 2017 from the City Manager and Chief Administrative Officer entitled Foreign Delegations be received and referred to staff to develop a policy to deal with requests from foreign delegations to visit the City of Mississauga and report back to Governance Committee.

Approved (Councillor Starr)  
Recommendation GOV-0013-2017

6.5. Use of City Resources During an Election Campaign

In response to comments made by Councillor Saito and Janice Baker about canvassing outside of the writ period, Mary Ellen Bench, City Solicitor noted that restricting federal and provincial candidates from canvassing on City property during City events could result in complaints related to Freedom of Speech.

Members of the Committee engaged in a discussion with respect to advertising on commercial signs. Councillor Parrish requested that the Sign By-law be reviewed with respect to when spaces can be rented out if not being used by Council.

In response to Councillor Ras, Ms. Baker confirmed that Councillors' office data belongs to the City Councillor. Councillor Parrish confirmed that her personally funded website is not impacted by this policy. Mayor Crombie noted that the use of City resources during an Election Campaign should be an item on a future Council agenda.

RECOMMENDATION

That the report dated September 5, 2017 from the Commissioner of Corporate Services and Chief Financial Officer regarding the draft policy entitled "Use of Corporate Resources in an Election Campaign" be received and that staff be directed to report to General Committee.

Approved (Councillor Parrish)  
Recommendation GOV-0014-2017

6.6. Status of Governance Committee Work Plan Items

RECOMMENDATION

That the status of Governance Committee Workplan Items dated October 31, 2017 be received for information.

Received (Councillor Starr)

Recommendation GOV-0015-2017

6.7. 2018 Governance Committee Meeting Dates

RECOMMENDATION

That the memorandum entitled 2018 Governance Committee Meeting Dates dated October 25, 2017 from Sacha Smith, Manager of Legislative Services and Deputy Clerk be received for information.

Approved (Councillor Parrish)

Recommendation GOV-0016-2017

7. OTHER BUSINESS - Nil

8. ADJOURNMENT – 2:14 PM (Councillor Tovey)