



**THE REGIONAL MUNICIPALITY OF PEEL**

**REGIONAL COUNCIL**

**ADDITIONAL AGENDA**

**Thursday, May 28, 2015**

**6. ITEMS RELATED TO ENTERPRISE PROGRAMS AND SERVICES**

*Chaired by Councillor C. Fonseca or Vice-Chair Councillor M. Medeiros*

- 6.4. Report of the Audit and Risk Committee (ARC – 3/2015) meeting held on May 7, 2015
- 6.5. Report of the Emergency Management Program Committee (EMPC – 1/2015) meeting held on May 7, 2015

**7. COMMUNICATIONS**

- 7.9. **Barbara Shaughnessy, Regional Councillor, Town of Caledon - Ward 1**, Letter dated May 26, 2015 to Beth Hanna, Chief Executive Officer, Ontario Heritage Trust, Regarding a Meeting held on April 27, 2015 (Receipt recommended) (See also Items 7.6 to 7.8 and 7.10)
- 7.10. **Beth Hanna, Chief Executive Officer, Ontario Heritage Trust**, Letter dated May 26, 2015, Regarding a Meeting held on April 27, 2015 (Receipt recommended) (See also Items 7.6 to 7.9)



**THE REGIONAL MUNICIPALITY OF PEEL**

**AUDIT AND RISK COMMITTEE**

**MINUTES**

**ARC - 3/2015**

The Region of Peel Audit and Risk Committee met on May 7, 2015 at 11:04 a.m. in the Regional Council Chamber, 5th Floor, Regional Administrative Headquarters 10 Peel Centre Drive, Suite A, Brampton, Ontario.

**Members Present:** F. Dale; C. Fonseca; M. Medeiros; K. Ras; R. Starr

**Members Absent:** A. Thompson, due to other municipal business

**Also Present:** D. Szwarc, Chief Administrative Officer; L. Graham-Watson, Commissioner of Corporate Services; S. VanOfwegen, Commissioner of Finance and Chief Financial Officer; P. O'Connor, Regional Solicitor and Director of Legal Services; D. Labrecque, Commissioner of Public Works; J. Smith, Commissioner of Health Services; M. Morris, Director, Internal Audit; D. Bingham, Treasurer and Director, Corporate Finance; H. West, Committee Clerk; R. Nishimura, Acting Legislative Assistant

*Chaired by Councillor C. Fonseca.*

**1. DECLARATIONS OF CONFLICTS OF INTEREST - Nil**

**2. APPROVAL OF AGENDA**

RECOMMENDATION ARC-11-2015:

That the agenda for the May 7, 2015, Audit and Risk Committee meeting be approved.

**3. DELEGATIONS**

**3.1. Trevor Ferguson, Partner, Deloitte, Presenting the 2014 Audit Results**

Received

Trevor Ferguson, Partner, Deloitte, provided a high level overview of the 2014 Deloitte Year-end Communication Report for the external audit of the financial statements of the Regional Municipality of Peel and the Peel Housing Corporation and summarized that no significant deficiencies were identified.

Trevor Ferguson referred to the report of the Director, Internal Audit, titled “2014 Fraud Information” which was presented at the April 2, 2015 Audit Risk Committee meeting. He stated that he is required to ask the Committee if they are aware of any changes or differences from the time of the presentation of the subject report to the current date. On behalf of the Committee, Councillor Fonseca responded that they are not aware of any changes.

Councillor Ras inquired whether the liabilities associated with benefits will be a burden on the Region of Peel in future years. Trevor Ferguson responded that this will be a burden on all municipalities and public sectors. Steve VanOfwegen, Commissioner of Finance and Chief Financial Officer, added that the post retirement benefit costs are financed through the operating budget and this is disclosed during the budget process to keep Regional Council informed.

In response to a question raised by Councillor Fonseca, Trevor Ferguson stated that the Public Sector Accounting Board sets Accounting Standards and provides approximately two years notice when introducing new Standards. He noted that next year a new standard titled “PS 3260, Liability for Contaminated Sites” will require the Region of Peel to account for and report liabilities for the remediation of contaminated sites.

Reports – Item 4.3 was dealt with.

**4. REPORTS**

**4.3. 2014 Deloitte's Audit Results Report**

Received

**4. REPORTS**

**4.1. 2014 Region of Peel Consolidated Financial Statements**

Received

**4.2. 2014 Peel Housing Corporation Financial Statements**

Received

**4.3. 2014 Deloitte's Audit Results Report**

This item was dealt with earlier in the meeting.

**4.4. 2014 Region of Peel Trust Funds Financial Statements**

Received

4.5. **2014 Region of Peel Debt Retirement and Sinking Funds Financial Statements**

Received

4.6. **Affordable Housing Audit Additional Information**

Received

4.7. **Affordable Housing Audit**

Received

4.8. **Privacy Program Risk Assessment Results**

Received

4.9. **Status of Management Action Plans**

Received

5. **COMMUNICATIONS - Nil**

6. **IN CAMERA MATTERS - Nil**

7. **OTHER BUSINESS - Nil**

8. **NEXT MEETING**

The next meeting of the Audit and Risk Committee is scheduled for Thursday, September 3, 2015 at 11:00 a.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Helena West, Committee Clerk, (905) 791-7800, extension 4697 or via email to [Helena.west@peelregion.ca](mailto:Helena.west@peelregion.ca).

9. **ADJOURNMENT**

The meeting adjourned at 11:27 a.m.



**THE REGIONAL MUNICIPALITY OF PEEL  
EMERGENCY MANAGEMENT PROGRAM COMMITTEE**

**MINUTES**

**EMPC - 1/2015**

The Emergency Management Program Committee met on Thursday, May 7, 2015 at 1:08 p.m., in the Council Chamber, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton.

**Members Present:** F. Dale; A. Groves; J. Innis; S. McFadden; M. Medeiros; M. Palleschi; K. Ras; D. Szwarc, Chief Administrative Officer; D. Labrecque, Commissioner of Public Works; L. Graham-Watson, Commissioner of Corporate Services, S. VanOfwegen, Chief Financial Officer; J. Smith, Commissioner of Health Services; P. Dundas, Chief and Director, Peel Paramedic Services; R. Gibson, Manager, Regional Emergency Management; M. Clarke, Fire Chief, City of Brampton Fire and Emergency Services; T. Beckett, Regional Fire Coordinator and Fire Chief, City of Mississauga Fire and Emergency Services; D. Bailey, Deputy Fire Chief, Town of Caledon Fire and Emergency Services

**Members Absent:** P. Saito, due to other municipal business; J. Tovey, due to other municipal business; E. de Villa, Medical Officer of Health; J. Menard, Commissioner of Human Services; G. Sabat, Commissioner of Service Innovation, Information and Technology; K. Lockyer, Regional Clerk and Director of Clerks; J. Evans, Chief, Peel Regional Police; T. Melanson, Inspector, Caledon Detachment Commander, Ontario Provincial Police (OPP)

**Also Present:** G. Gibson, Regional Councillor; J. Kovac, Regional Councillor; B. Shaughnessy, Regional Councillor; R. Starr, Regional Councillor; H. West, Committee Clerk; R. Nishimura, Acting Legislative Assistant

*H. West, Committee Clerk presided.*

**1. ELECTION OF THE CHAIR AND VICE-CHAIR**

**RECOMMENDATION EMPC-1-2015:**

That Councillor Groves be elected Chair of the Emergency Management Program Committee, for a term ending November 30, 2018, or until a successor is appointed by Regional Council.

RECOMMENDATION EMPC-2-2015:

That Councillor Ras be elected Vice-Chair of the Emergency Management Program Committee, for a term ending November 30, 2018, or until a successor is appointed by Regional Council.

*Councillor Groves assumed the Chair.*

**2. DECLARATIONS OF CONFLICTS OF INTEREST - Nil**

**3. APPROVAL OF AGENDA**

RECOMMENDATION EMPC-3-2015:

That the agenda for the May 7, 2015, Emergency Management Program Committee meeting be approved.

**4. DELEGATIONS**

**4.1. Barney Owens, Director, Provincial Response, Ontario Fire Marshall and Emergency Management,** Regarding the Roles of Elected Officials and Considerations for Declaring an Emergency, Relationships Between Upper and Lower Tier Municipalities, as well as the Roles and Responsibilities of the Province During an Emergency

Received

Barney Owens, Director, Provincial Response, Ontario Fire Marshall and Emergency Management, described the different types of emergencies that can occur and outlined the Provincial response structure and the incident management system to support emergency situations. He highlighted Regional and Area Municipal roles and responsibilities as legislated by the *Emergency Management and Civic Protection Act* and regulations. Barney Owens addressed eligibility requirements and processes for consideration of Provincial disaster funding; described the Office of the Ontario Fire Marshall and Emergency Management roles and responsibilities; and, outlined the Minister's Mandate Letter and proposed areas of focus for the future.

In response to a question raised by Councillor Medeiros, Barney Owens stated that the Ministry of Community Safety and Correctional Services is reviewing current legislated requirements for emergency plans and the opportunity to reduce duplication of emergency exercises between the upper tier and lower tier municipalities.

Councillor McFadden enquired how the 'alert system' operates and who pays for the program. Barney Owens stated that the program is fully funded by the Federal government and operated through the Radio and Televisions Telecommunications Authority which requires all Canadian broadcasters to participate by way of license agreements.

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\* See text for arrivals

◆ See text for departures

In response to a question raised by Councillor Groves, Barney Owens stated that the provincial government engages businesses for the preparation of emergencies through the Critical Infrastructure Insurance Program.

**5. REPORTS****5.1. Regional Emergency Management – Program Activities Update**

Received

**RECOMMENDATION EMPC-4-2015:**

Whereas, citizens could not wait for the Region's yard waste removal program from May to March to have this debris removed, as it was considered a safety hazard in many areas;

Therefore be it resolved, that the Region of Peel staff review the waste management contracts and report back to the Emergency Management Program Committee with provisions for adequate debris removal after an emergency or disaster;

Be it further resolved, that the Region of Peel staff meets with area municipal Emergency Management staff to discuss clean-up and restoration services and report back to the Emergency Management Program Committee with emergency recovery plan.

**5.2. Regional Fire Coordinators 2014 Annual Report**

Received

**5.3. Regional Emergency Management – Concept of Operations During the Period of Pan/Para PanAm Games**

Received

**6. COMMUNICATIONS - Nil****7. IN CAMERA MATTERS - Nil****8. OTHER BUSINESS - Nil**

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\* See text for arrivals

◆ See text for departures

**9. NEXT MEETING**

The next meeting of the Emergency Management Program Committee is scheduled for Thursday, November 19, 2015 at 11:00 a.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Helena West, Committee Clerk, (905) 791-7800, extension 4697 or via email to [Helena.west@peelregion.ca](mailto:Helena.west@peelregion.ca).

**10. ADJOURNMENT**

The meeting adjourned at 2:20 p.m.

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\* See text for arrivals  
♦ See text for departures





Albion, 1840

Alton, 1820

Belfountain, 1825

Bolton, 1823

Caledon East, 1821

Caledon Village, 1828

Campbell's Cross, c. 1820

Cataract, 1858

Cheltenham, 1827

Claude, c. 1832

Inglewood, 1883

Mayfield West, 2006

Malville, 1831

Mono Road, 1871

Mono Mills, 1819

Palgrave, 1846

Sandhill, 1839

Terra Cotta, 1855

Tullamore, c. 1820

Victoria, c. 1850

Wildfield, 1833

Barb Shaughnessy

Regional Councillor

Ward 1

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Human Services	
Finance	
Peel Living	

May 26, 2015

Ontario Heritage Trust  
10 Adelaide Street East  
Toronto, ON M5C 1J3

**Attention: Beth Hanna, Chief Executive Officer**

Dear Ms. Hanna,

Your letter of concern dated April 30, 2015 has been brought to my attention. I have had several meetings with Mayor Thompson, Caledon and with the Regional Clerk, Kathryn Lockyer in relation to the content of the letter and the meeting referred to in said letter.

Prior to being elected to Regional Council, I was actively involved with several issues in the Town of Caledon as a concerned resident. One of those issues was in relation to the preservation of the Badlands and the safety of the residents around the Badlands. I was a participant in the appeal of the Niagara Escarpment Commission permit application for the building of the parking lot on OHT lands off of Olde Base Line at the Badlands. After the election, there has admittedly been some role confusion between myself as an individual resident of Caledon participating in the appeal and my position as an elected official. I understand how the dual roles could not continue and that there was a perceived conflict between the roles. To assist with that role clarity, I have withdrawn as a participant to the appeal. My attendance at any meetings, hearings or otherwise will be in my role as an elected official representing the residents to the best of my ability.

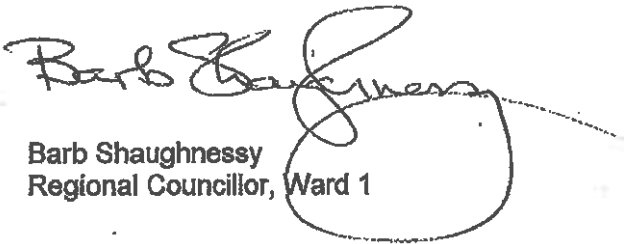
I have reviewed the Regional Code of Conduct both on my own and together with the Regional Clerk. I have a clear understanding of my role and responsibilities and I will uphold the values of the Region of a supportive and respectful environment, teamwork, effective communication, integrity and quality service. I apologize for any of my past behaviour that was seen as unprofessional, inappropriate or offensive and deeply regret any detriment that such behaviour may have caused. There was no intent to disrespect the valuable work of OHT or its staff. My passion for the issues and the residents got the better of me during the meeting. I assure you that I am aware of the impact of an elected official's comments and demeanour in

REFERRAL TO \_\_\_\_\_  
RECOMMENDED \_\_\_\_\_  
DIRECTION REQUIRED \_\_\_\_\_  
RECEIPT RECOMMENDED  \_\_\_\_\_

public and I will represent my community, the Region and the Town with integrity and in a fair and respectful manner.

Thank you for bringing this matter to my attention and I look forward to working with OHT and maintaining our excellent working relationship with the Region and the Town and all staff.

Sincerely,

A handwritten signature in black ink, appearing to read "Barb Shaughnessy". The signature is written in a cursive style with a large, circular flourish at the end. A thin line extends from the end of the signature towards the right.

Barb Shaughnessy  
Regional Councillor, Ward 1



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May 26, 2015

Ms. Kathryn Lockyer  
Regional Clerk  
Region of Peel  
10 Peel Centre Drive, Suite A&B  
Brampton, ON L6T 4B9

Ms. Carey deGorter  
Director of Administration and Town Clerk  
Town of Caledon  
6311 Old Church Road  
Caledon, ON L7C 1J6

Dear Ms. Lockyer and Ms. deGorter,

This is to acknowledge receipt of a letter, dated May 26, 2015, from Councillor Barb Shaughnessy. This letter has been received in response to my correspondence of April 30, 2015 and subsequent discussions regarding the public meeting of April 27, 2015.

I appreciate and accept the apology that has been offered by Councillor Shaughnessy and her commitment to "represent [her] community, the Region and the Town with integrity and in a fair and respectful manner".

With receipt of this letter of apology, I consider this matter resolved. I look forward to working with Councillor Shaughnessy and other members of Council and staff of the Region of Peel and the Town of Caledon on the conservation of the Cheltenham Badlands and other significant natural and cultural areas in the community.

Sincerely yours,

Beth Hanna  
Chief Executive Officer

REFERRAL TO \_\_\_\_\_  
RECOMMENDED \_\_\_\_\_  
DIRECTION REQUIRED \_\_\_\_\_  
RECEIPT RECOMMENDED