



Agenda

The Blue Mountains, Accountability and Transparency Committee

Date: Thursday, April 10, 2025
Time: 9:30 a.m.
Location: Virtual Meeting, Teams
Prepared By:
Jillian Stow, Legislative Coordinator

Pages

A. Call to Order

A.1 Traditional Territory Acknowledgement and Moment of Reflection

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

A.3 Approval of Agenda

Recommended (Move, Second)

THAT the Agenda of April 10, 2025 be approved as circulated, including any items added to the Agenda.

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2023-62, Council or Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

A.5 Previous Minutes

Recommended (Move, Second)

THAT the Accountability and Transparency Committee Minutes of March 13,

2025 be adopted as circulated, including any revisions to be made.

B. Staff Reports and Deputation

C. Public Comment Period

NOTE: In accordance with the Town Procedural By-law 2023-62, ten minutes is allotted at the Meeting to receive public comments regarding Accountability and Transparency Committee matters included on the Agenda. The speaker shall provide their name and address and shall address their comments to the Chair. Comments shall not refer to personal, litigation, or potential litigation matters, or regarding matters that are a follow-up to a Public Meeting.

Comments received by the public that have not been included on the Agenda will be read at the meeting by the Legislative Coordinator.

D. Matters for Discussion

D.1 Follow-up Direction from Council

None.

D.2 Strategic Plan Update

New and recent Q4 progress update.

D.2.1 Key Action

Creation of a corporate policy related to Town survey to safeguard consistency.

D.3 Elements of Accountability and Transparency in Town communications

Including:

- Surveys
- Public notices
- Websites
- Newsletters
- E-blasts

D.4 Timing Policy

D.5 Integrity Commissioner

Reminder to submit questions for the Integrity Commissioner by April 23, 2025.

E. Correspondence

None.

F. Work Plan

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G. On-going and Continuous Monitoring of Accountability and Transparency Trends and Issues

H. Update: Strategic Task Force

I. New and Unfinished Business

I.1 Additions to Agenda

I.2 Items Identified for Discussion at the Next Meeting

J. Notice of Meeting Dates

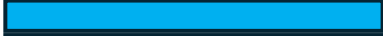



May 2025. Date to be determined.

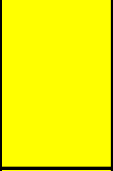
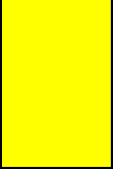
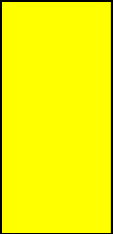
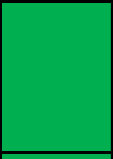
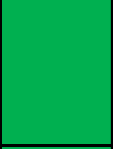
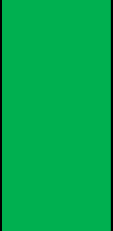
K. Adjournment

Recommended (Move, Second)

THAT this Accountability and Transparency Committee Meeting does now adjourn at (time) p.m. to meet again virtually at the call of the Chair.

Accountability and Transparency Workplan

Completed 
 On track 
 Issues Arising 
 Attention Requ 

#	Item	Level of Importance	Status	Actions	Accountability of A and T recommendations (Decision Maker)	Town Department Responsible (Who Assigned)	Outcomes Update: What measures indicate success	Due Date When	% Completed	Indicated Action Steps: Who does what by when	Other information/Any communications necessary
	Strategic Plan	High		RFP has closed	Council	Strategic Initiatives		2025	10%		
	A and T questions to IC	High		A and T members to forward questions to the Integrity Commissioner by means of the Town Clerk							
	accountability and transparency are engrained into every Town communication vehicle including	High									
	Staff Code of Conduct	High		THAT the Accountability and Transparency Committee receives staff report FAF.24.136 Draft Employee Code of Conduct Policy for information.	Council	Human Resources	Review and comments to Council	16-Jan-25	25%		
	Council Staff Relationship Protocol Policy	High		Staff to review and update the Council Staff Relationship Protocol Policy in conjunction with the Council Code of Conduct and the Staff Code of Conduct to foster and create a	Council	Human Resources	Review and comments to Council		10%		
	Council Code of Conduct	High		AND that the Accountability and Transparency Committee members provide their comments regarding this draft policy to the Legislative Coordinator who will compile all the comments received and bring forward to the January 16, 2025, committee meeting. CARRIED	Council	Human Resources	Review and comments to Council		10%		

Provincial Code of Conduct, one standardized code of conduct for all municipalities ... Comments Due	Medium		THAT the Accountability and Transparency Committee January 16, 2025, agenda will contain the Provincial Code of Conduct and the committee will submit their comments regarding this policy no later than January 9, 2025.	Provincial Government	Ministry of Municipal Affairs and Housing		January 16 2025, to province February 10, 2025	10%		
Procedural Bylaw 2023-62	High		AND THAT the Accountability and Transparency Committee requests that Legislative Coordinator compile and circulate to the committee the comments in advance of the January 16, 2025 meeting. CARRIED	Council		Review and comments to Council		10%		
Lobbyist Registry Tutorial Video and registration	Medium		Communications is in the process of developing a video introducing the Town's Lobbyist Registry. There are multiple notices within the town hall serving as reminders to those impacted to register before the Monday, May 12, 2025 deadline	Council	Communications	Posteed tutorial video on the Lobbyist Website		90%		
Freedom of Information webpage	Medium		The layout of the Freedom of Information page has been updated, and it now includes historical data back to the start of the 2018 term of Council https://www.thebluemountains.ca/town-	Council	Communications			100%		
Comments on Staff Report CS.25.001 survey	High		A and T for review and comments through POL.COR.24.05 Accountability and Transparency of Town Actions to the Public Policy	Council	Community Services	Review and comments to Community Services and Council	January 16 2025	100%		
Whistle Blower Policy	Medium		THAT Council of the Town of The Blue Mountains receives for information and consideration, the following recommendation from the Accountability and Transparency Committee dated December 20, 2024: THAT the Accountability and Transparency Committee acknowledges that they have provided comments to Sarah Traynor in response to the Employee Whistleblower Policy. 1 AND THAT the Accountability and Transparency Committee requests Council to direct staff to pause work on the Employee Whistleblower Policy until the Staff Code of Conduct Policy has been approved. CARRIED	Council	Human Resources	Review and comments to Council which included		100%	Motion were forwarded from A and T to COW Monday, January 13, 2025 for their consideration.	