



Minutes

The Blue Mountains

Accountability and Transparency Committee

Date: Monday, November 25, 2024
Time: 9:30 a.m.
Location: Virtual Meeting, Teams
Prepared By:
Carrie Fairley, Legislative Coordinator

Members Present: June Porter, Paula Hope, Gail Ardiel, Connie Craddock, Robert Turner

Staff Present: Town Clerk, Corrina Giles

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

Chair Porter called the meeting to order at 9:31 a.m. Legislative Coordinator Carrie Fairley noted that all Committee Members were present, virtually.

A.3 Approval of Agenda

Moved By: Robert Turner
Seconded By: Connie Craddock

THAT the Agenda of November 25, 2024, be approved as circulated, including any items added to the Agenda.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

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.

None

A.5 Previous Minutes

Moved By: Gail Ardiel

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee minutes of October 10, 2024, be adopted as circulated, including any revisions to be made.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

B. Staff Reports and Deputation

None

C. Public Comment Period

None

D. Matters for Discussion

D.1 Follow-up Direction from Council

None

D.2 Corporate Strategic Task Force Update

Moved By: Robert Turner

Seconded By: Connie Craddock

THAT the Accountability and Transparency Committee requests a copy of the Staff Report regarding the current and expiring Strategic Plan, be provided to this Committee, when available.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

Moved By: Gail Ardiel
Seconded By: June Porter

THAT the Accountability and Transparency Committee requests Council to review the suggested reporting format provided by Councillor Ardiel and Chair Porter provided at the October 31, 2024, Strategic Task Force meeting for updating the current and expiring Strategic Plan.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.3 Lobbyist Registry

Moved By: Connie Craddock
Seconded By: Gail Ardiel

THAT the Accountability and Transparency Committee requests that Council direct staff to publish the training video from the Lobbyist Registrar's training being held on November 26, 2024, in the Lobbyist Registry's section on the website.

AND THAT the Accountability and Transparency Committee request Council to direct staff to exam additional means of communication for educating the public and promoting the Lobbyist Registry including the potential for the creation of a tutorial video.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.4 Corrina Giles, Town Clerk, Re: Update Regarding Timeline for Council Code of Conduct (Verbal)

Moved By: Paula Hope
Seconded By: Connie Craddock

THAT the Accountability and Transparency Committee strongly encourage Council to direct 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 safe and constructive environment.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.5 Update on Policy References

None

D.6 2025 Draft Accountability and Transparency Meeting Schedule

The Committee identified a conflict in the Meeting Schedule presented. Legislative Coordinator Carrie Fairley will work with the Committee to identify a new meeting date.

D.7 Communicating Town Priorities Through the Lens of Accountability and Transparency, Re: Committee Mandate and Recommendations

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee recommends that elected members and staff proactively seek out more opportunities to communicate to residents and stakeholders the Town’s commitment to transparency and accountability by, for example and not limited to:

- A) consistently and strategically using the quarterly Town News to educate residents on the Town’s big issues and strategic priorities (housing, infrastructure, etc.). The monthly on line newsletter also offers a platform for elected officials including the mayor and for appropriate senior staffers to inform and educate the public;
- B) creating a dedicated website section on Accountability and Transparency, featuring the Codes of Conduct for staff and council; the Lobbyist Registry section; the Accountability and Transparency of Town Actions to the Public Policy; and the Freedom of Information page.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee cannot effectively discharge its responsibilities to provide recommendations unless its input takes place prior to Council consideration and decision making i.e. voting. Given that this Committee consists of 3 elected Members this would place the committee in the position of advising on matters its 3 elected members, absent the independent public members, had already discussed or voted on.

THEREFORE the Accountability and Transparency Committee recommends that where Council and staff seek its views through the lens of transparency and accountability that these matters be brought to it in a timely fashion, i.e. early in the process so that Council and staff can consider, i.e. accept or reject, its recommendations.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

E. Correspondence

None

F. Work Plan

The Committee was in agreement that Chair Porter will update the Work Plan.

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

G.1 Freedom of Information (FOI), Re: The Town's FOI Information

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT The Accountability and Transparency Committee requests Council to direct staff to modify the Town's current website page on Freedom of Information to include annual FOI reporting data. This data is currently available on the website of the Information and Privacy Commissioner of Ontario.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

H. New and Unfinished Business

H.1 Additions to Agenda

None

H.2 Items Identified for Discussion at the Next Meeting

- Freedom of Information
- Attendance of Director of Operations Alan Pacheco
- Review and Comment on Staff Report FAF.24.136 Follow -up Report Draft Employee Code of Conduct
- Review and Comment on Staff Report FAF.24.137 Employee Whistleblower Policy
- Provincial Code of Conduct
- Procedural By-law

I. Notice of Meeting Dates

Accountability and Transparency Committee, December 20, 2024, 9:30 a.m., Virtual

J. Adjournment

Moved By: Gail Ardiel

Seconded By: Paula Hope

THAT this Accountability and Transparency Committee Meeting does now adjourn at 11:36 a.m. to meet again December 20, 2024, virtually, or at the call of the Chair.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)