



# Minutes

## 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

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

**Staff Present:** Town Clerk Corrina Giles, Acting CAO Adam Smith

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#### **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 9:42 a.m. Legislative Coordinator Jillian Stow noted that all members of the Accountability and Transparency Committee were present, virtually.

### **A.3 Approval of Agenda**

Moved By: Gail Ardiel

Seconded By: Robert Turner

THAT the Agenda of April 10, 2025, 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: Paula Hope

Seconded By: Gail Ardiel

THAT the Accountability and Transparency Committee Minutes of March 13, 2025, 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**

**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.

None.

## **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**

Members discussed the creation of a corporate policy related to Town surveys to safeguard consistency.

### **D.3 Elements of Accountability and Transparency in Town communications**

Moved By: Paula Hope  
Seconded By: Gail Ardiel

THAT the Accountability and Transparency Committee requests Council to direct Staff to invite Communications staff to a future Accountability and Transparency Committee meeting to discuss their strategies surrounding creating a public communication plan.

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

**The motion is Carried (5 to 0)**

### **D.4 Timing Policy**

Members discussed the timing of publishing revised Council and Committee of the Whole agendas. Town Clerk Corrina Giles provided an overview of the timing of the release of the revised agendas.

### **D.5 Integrity Commissioner**

Chair Porter reminded members to submit questions for the Integrity Commissioner by April 23, 2025.

## **E. Correspondence**

None.

## **F. Work Plan**

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

**H. Update: Strategic Task Force**

Acting Chief Administrative Officer Adam Smith provided an updated on a Strategic Task Force Request for Proposal.

**I. New and Unfinished Business**

**I.1 Additions to Agenda**

None.

**I.2 Items Identified for Discussion at the Next Meeting**

**J. Notice of Meeting Dates**

May 2025. Date to be determined.

**K. Adjournment**

Moved By: Gail Ardiel

Seconded By: Robert Turner

THAT this Accountability and Transparency Committee Meeting does now adjourn at 11:26 a.m. to meet again virtually 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)**