



Report to Council From the Office of Councillor Zoë Royer

Date: May 6, 2021
Subject: Transparency of City Business

Purpose

The Mayor is in a unique position as the spokesperson for the City. In 2019, Mayor's weekly updates were introduced as part of the Mayor and Council Guidelines Corporate Policy by Councillor Lahti, who was Acting Mayor at the time.

This helpful disclosure of the Mayor's weekly activities were published in the form of a report that was provided to Council first, then after personal information was redacted, the report was released to the public. This was not an onerous task for the Mayor. In fact, report preparation was managed in entirety by the Executive Assistant to Mayor and Council.

On July 28, 2020, a Councillor proposed a change to "Mayor and Council Guidelines Corporate Policy" that would remove the requirement of the Mayor's weekly updates. In the interest of public transparency, I propose the following:

Recommendation

THAT Corporate Policy – 01-0530-2019-01 – Mayor and Council Guidelines, be amended back to its original form beneath the section titled Daily Role of Mayor, by including the following as recommended in the report dated May 6, 2021 from the Office of Councillor Zoë Royer regarding Transparency of City Business:

"Weekly Update

While fulfilling the above duties, the Mayor will provide a weekly update to Council by email, showing their schedule for the previous week. The update must include the following:

- all meetings attended as the Mayor within the office and outside of the office with residents, businesses, developers, and organizations, including a brief description of the contents of the meetings;
- correspondence to the Mayor's Office;
- correspondence from the Mayor's Office;
- events that the Mayor attended;

- events that the Mayor was unable to attend and required an Acting Mayor; and
- information on upcoming events for which the Mayor deems an update to Council appropriate.

The weekly update will be included as an information item in a Closed Meeting of Council each week to allow an opportunity for addressing any questions or concerns about the Mayor's weekly update. A redacted weekly update will also be placed on the following Regular Council meeting agenda as information.”.
