

Memorandum

Date: January 6, 2020
Submitted by: City Manager
Subject: Council Dinners – Proposed Corporate Policy Amendment

To address issues and clarify when Council meals are to be provided, staff are proposing that Corporate Policy – 01-0530-2019-01 – Mayor and Council Guidelines be amended on page 6 by:

replacing

“Council dinners will be provided if the meeting time starts before 5:30pm and ends after 6:00pm.”

with

“Council dinners will be provided for all Council members who are expected to be in attendance at Council meetings (including Finance Committee and CPAC) for a period lasting longer than 3.5 hours.”

An excerpt of the policy showing the tracked changes is included as Attachment 1. Draft Corporate Policy – 01-0530-2019-01 – Mayor and Council Guidelines, including the amendment is included as Attachment 2 for Council’s approval. The recommended resolution is:

THAT Corporate Policy – 01-0539-2019-01 – Mayor and Council Guidelines be approved as attached to the memo dated January 6, 2020 from the City Manager regarding Council Dinners – Proposed Corporate Policy Amendment.

Attachment(s)

1. Policy excerpt showing amendment with tracked changes.
2. Draft Revised Corporate Policy – 01-0530-2019-01 – Mayor and Council Guidelines.

Report Approval Details

Document Title:	Council Dinners - Proposed Corporate Policy Amendment.docx
Attachments:	- Attachment 1 - Policy excerpt showing amendment with tracked changes.pdf - Attachment 2 - Draft Revised Corporate Policy - 01-0530-2019-01 - Mayor and Council Guidelines.pdf
Final Approval Date:	Jan 9, 2020

This report and all of its attachments were approved and signed as outlined below:

Tracey Takahashi for Dorothy Shermer, Corporate Officer - Jan 8, 2020 - 9:34 AM

Rosemary Lodge, Manager of Communications and Engagement - Jan 8, 2020 - 12:27 PM

Paul Rockwood, General Manager of Finance and Technology - Jan 8, 2020 - 4:23 PM

Tim Savoie, City Manager - Jan 9, 2020 - 1:07 PM