



MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND ACCOUNTABILITY REPORT 24-002

11:00 a.m.
Tuesday, February 20, 2024
Room 192
Hamilton City Hall
71 Main Street West

Present: B. Custers, J. Santucci (Co-Chair), M. Stewart (Co-Chair), M. Verhovsek and T. Wingfield

Also Present: B. Forgie, Project Coordinator – Public Engagement
L. Kolar, Legislative Coordinator
U. Qureshi, Community Engagement Advisor, Office of the Mayor
J. Strutt, Senior Project Manager – Public Engagement
G. Tedesco, Senior Project Manager - Community Engagement

**THE MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND
ACCOUNTABILITY PRESENTS REPORT 24-002 AND RESPECTFULLY
RECOMMENDS:**

FOR INFORMATION:

Joanne Santucci, Co-Chair, called the meeting to order. A land acknowledgement was read into the record.

(a) APPROVAL OF AGENDA (Item 1)

The Committee Clerk advised the Task Force that there were no changes to the agenda.

The agenda for the February 20, 2024 Mayor's Task Force on Transparency, Access and Accountability meeting was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no Declarations of Interest.

(c) **MINUTES OF THE PREVIOUS (Item 3)**

(i) **January 17, 2024 (Item 3.1)**

The Minutes of January 17, 2024, were approved, as presented.

(d) **STAFF PRESENTATION (Item 8)**

(i) **Presentation from Engage Hamilton respecting Engagement Processes and Practices (Item 8.1)**

Jocelyn Strutt, Senior Project Manager – Public Engagement, addressed the Task Force respecting Engagement Processes and Practices, with the aid of a PowerPoint presentation.

The Presentation from Engage Hamilton respecting Engagement Processes and Practices, was received.

(e) **DISCUSSION ITEMS (Item 9)**

(i) **Mayor's Task Force on Transparency, Access and Accountability Meetings Schedule (Item 9.1)**

The Schedule of meetings for the Mayor's Task Force on Transparency, Access and Accountability, was amended as follows;

- Wednesday, March 20, 2024
- ~~Wednesday, April 24, 2024~~ **Wednesday, April 17, 2024**
- Wednesday, May 15, 2024
- Wednesday, June 12, 2024
- Monday, July 8, 2024
- Wednesday, August 14, 2024
- Wednesday, September 18, 2024
- Wednesday, October 16, 2024
- Wednesday, November 13, 2024

The Mayor's Task Force on Transparency, Access and Accountability Meetings Schedule was approved, as amended.

(ii) **Mayor's Task Force on Transparency, Access and Accountability Work Plans (Item 9.2)**

The following Working Groups of the Mayor's Task Force on Transparency, Access and Accountability, were approved:

- (a) Work Plan for Discovery Process – J. Santucci, T. Wingfield

General Issues Committee – March 20, 2024

- (b) Work Plan for Stakeholder Engagement – J. Santucci, B. Custers, M. Verhovsek
- (c) Work Plan for Professional Support Engagement – M. Stewart

(f) ADJOURNMENT (Item 16)

There being no further business, the Mayor’s Task Force on Transparency, Access and Accountability adjourned at 12:35 p.m.

Respectfully submitted,

Joanne Santucci, Co-Chair
Mayor’s Task Force on Transparency, Access
and Accountability

Mark John Stewart, Co-Chair
Mayor’s Task Force on Transparency, Access
and Accountability

Loren Kolar
Legislative Coordinator
Office of the City Clerk