



**MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND
ACCOUNTABILITY
MINUTES 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 FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

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.

(Verhovsek/Wingfield)

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

CARRIED

(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)**

(Custers/Verhovsek)

That the Minutes of January 17, 2024, be approved, as presented.

CARRIED

(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.

(Wingfield/Verhovsek)

That the Presentation from Engage Hamilton respecting Engagement Processes and Practices, be received.

CARRIED

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

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

(Wingfield/Custers)

That the Schedule of meetings for the Mayor's Task Force on Transparency, Access and Accountability, be 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

Motion as Amended CARRIED

(Custers/Wingfield)

That the Mayor's Task Force on Transparency, Access and Accountability Meetings Schedule be approved, as amended.

CARRIED

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

(Wingfield/Verhovsek)

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

CARRIED

(f) ADJOURNMENT (Item 16)

(Wingfield/Custers)

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

CARRIED

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