



## **MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND ACCOUNTABILITY REPORT 24-003**

2:00 p.m.  
Wednesday, April 17, 2024  
Room 264  
Hamilton City Hall  
71 Main Street West

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

**Also Present:** B. W. Baker, Community Engagement Advisor, Office of the Mayor  
L. Kolar, Legislative Coordinator  
C. McIntosh, Legislative Coordinator  
M. Stahl, Director of Government Relations and Community Engagement  
G. Tedesco, Senior Project Manager - Community Engagement

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

### **FOR INFORMATION:**

Mark John Stewart, 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 April 17, 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) February 20, 2024 (Item 3.1)**

The Minutes of February 20, 2024, were approved, as presented.

**(d) COMMUNICATIONS (Item 4)**

**(i) Improving Service Standards and Transparency Servicing Residents with the Office of the City Clerk, Hafeez Hussain, September 7, 2023. (Item 4.1)**

Improving Service Standards and Transparency Servicing Residents with the Office of the City Clerk, Hafeez Hussain, September 7, 2023, was received.

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

**(i) Work Plan Updates (Item 9.1)**

The following Work Plan Updates be received:

**(a) Work Plan for Engagement with Interested Parties (Item 9.1(a))**

Task Force members discussed the Engagement with Interested Parties document.

**(b) Work Plan for Professional Support Engagement (Item 9.1(b))**

Task Force members discussed an RFP for Professional Support Engagement, including the scope of work and proposals.

**(c) Work Plan for Delegations (Item 9.1(c))**

Task Force members discussed upcoming meetings that could be dedicated to delegations from the public.

(f) **ADJOURNMENT (Item 16)**

There being no further business, the Mayor's Task Force on Transparency, Access and Accountability adjourned at 2:48 p.m.

**CARRIED**

Respectfully submitted,

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

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

Loren Kolar  
Legislative Coordinator  
Office of the City Clerk