



MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND ACCOUNTABILITY REPORT 24-004

10:00 a.m.
Wednesday, May 15, 2024
Room 264
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: W. Baker, Community Engagement Advisor, Office of the Mayor
L. Kolar, Legislative Coordinator
M. Gauthier, Legislative Coordinator
C. Mutch, Manager, Community Initiatives
G. Tedesco, Senior Project Manager - Community Engagement

**THE MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND
ACCOUNTABILITY PRESENTS REPORT 24-004 AND RESPECTFULLY
RECOMMENDS:**

FOR INFORMATION:

Mark 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 of the following changes to the agenda.

4. COMMUNICATIONS

4.1 Transparency, Accountability & Access: Best Practices from Municipalities

Recommendation: Be received.

7. CONSENT ITEMS

7.1 Mayor's Task Force on Transparency, Access and Accountability Working Group Updates

- b. Task Force Work Plan Update
- c. Engagement with Interested Parties
- d. Delegations Work Plan

The agenda for the May 15, 2024 Mayor's Task Force on Transparency, Access and Accountability meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

M. Stewart declared a disqualifying interest with the Social Planning & Research Council of Hamilton (SPRC), as a marketing company that he owns provides marketing services to the SPRC.

(c) MINUTES OF THE PREVIOUS (Item 3)

(i) April 17, 2024 (Item 3.1)

The Minutes of April 17, 2024 meeting of the Mayor's Task Force on Transparency, Access and Accountability, were approved, as presented.

(d) COMMUNICATIONS (Item 5)

(i) Transparency, Accountability & Access: Best Practices from Municipalities (Added Item 5.1)

The Communications respecting Transparency, Accountability & Access: Best Practices from Municipalities, was received.

(e) CONSENT ITEMS (Item 7)

(i) Mayor's Task Force on Transparency, Access and Accountability Working Group Updates (Item 7.1)

The following Mayor's Task Force on Transparency, Access and Accountability Working Group Updates, were received:

(i) Engagement Input Output Roadmap (REVISED Title) (Item 7.1(a))

B. Custers addressed the Task Force with an overview of the Engagement Input Output Roadmap.

(ii) Task Force Work Plan Update (Added Item 7.1(b))

The Task Force Work Plan has been updated, due to the cancellation of the March 2024 meeting, due to the cyber-incident at the City of Hamilton.

(iii) Engagement with Interested Parties (Added Item 7.1(c))

Members of the Task Force discussed the Engagement of Interested Parties documentation.

(iv) Delegations Work Plan (Added Item 7.1(d))

Members of the Task Force discussed scheduling two meetings specifically to receive delegations. The dates for the meetings are July 9 and 10, 2024.

(e) ADJOURNMENT (Item 14)

There being no further business, the Mayor's Task Force on Transparency, Access and Accountability adjourned at 10:49 a.m.

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