



**MAYOR'S TASK FORCE ON TRANSPARENCY, ACCESS AND  
ACCOUNTABILITY  
MINUTES 24-005**

10:00 a.m.  
Tuesday, July 16, 2024  
Room 192, First Floor  
Hamilton City Hall  
71 Main Street West

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

**Also Present:** T. Bates, Legislative Coordinator  
J. Versace, Legislative Assistant  
C. Mutch, Manager, Community Initiatives  
A. Kinnaird, Senior Communications Advisor, Office of the Mayor

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**THE FOLLOWING ITEMS WERE REFERRED TO GENERAL ISSUES COMMITTEE  
FOR CONSIDERATION:**

**1. Mayor's Task Force on Transparency, Access and Accountability Scope of  
Work Documentation (Item 9.1)**

**(a) (Wingfield/Verhovsek)**

That the Scope of Work documentation from Enterprise Canada, be  
approved.

**CARRIED**

**(b) (Wingfield/Santucci)**

That the Scope of Work documentation from the Social Planning Research  
Council, be approved.

**CARRIED**

M. Stewart refrained from voting on this matter due to a declared interest.

**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 that there were no changes to the agenda.

**(Santucci/Wingfield)**

That the agenda for the July 16, 2024 Mayor's Task Force on Transparency, Access and Accountability meeting be approved, as presented.

**CARRIED**

**(b) DECLARATIONS OF INTEREST (Item 2)**

Mark Stewart declared a disqualifying interest with respect to item 9.1, Mayor's Task Force on Transparency, Access and Accountability Scope of Work Documentation, as one of the proponents, Social Planning and Research Council is one of his clients.

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

**(i) May 15, 2024 (Item 3.1)**

**(Wingfield/Santucci)**

That the Minutes of May 15, 2024 meeting of the Mayor's Task Force on Transparency, Access and Accountability, be approved, as presented.

**CARRIED**

**(d) CONSENT ITEMS (Item 7)**

Mark Stewart relinquished the Chair to Co-Chair Joanne Santucci, due to a declared conflict.

**(i) Mayor's Task Force on Transparency, Access and Accountability  
Scope of Work Documentation (Item 9.1)**

For further disposition on this matter, refer to Item 1.

Mark Stewart assumed the Chair.

**(e) ADJOURNMENT (Item 14)**

**(Santucci/Wingfield)**

There being no further business, the Mayor's Task Force on Transparency, Access and Accountability be adjourned at 10:41 a.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

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk