



SUBJECT: Transmittal of ADR Ombudsman (ADRO) investigation report

TO: Committee of the Whole

FROM: Office of the City Clerk

Report Number: **CL-20-24**

Wards Affected: n/a

Date to Committee: September 9, 2024

Date to Council: September 17, 2024

Recommendation:

Accept the findings and recommendations of the ADRO investigation report dated August 27, 2024 attached as Appendix A to legislative services report CL-20-24.

PURPOSE:

Vision to Focus Alignment:

- ☐ Designing and delivering complete communities
 - ☒ Providing the best services and experiences
 - ☐ Protecting and improving the natural environment and taking action on climate change
 - ☐ Driving organizational performance
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Executive Summary:

On February 12, 2024, a formal complaint was submitted to the City's Ombudsman (ADR) Chambers to investigate the City's conformity to the *Municipal Act, 2001*. The nature of the complaint is that the city improperly held a Pipeline to Permit Committee meeting on February 8, 2024, without the committee being defined in the City's Procedure By-law. It is recommended by the Ombudsman that the city follow up on its acknowledged statement of intent to update the Procedure By-law to reflect that the Pipeline to Permit Committee is a Standing Committee of the City and note its meeting

schedule. The Ombudsman notes this is to aid consistency in how the Procedure By-law treats the City's Standing Committees but doesn't arise from any binding legal requirement to do so.

Background and Discussion:

The purpose of this report is to transmit a detailed report dated August 27, 2024, for committee review and consideration from the City's Ombudsman (ADR Chambers).

The nine-page report along with the covering letter from the Ombudsman is contained in Appendix A and is based on a formal complaint which commenced on February 12, 2024. The nature of the complaint is that the city improperly held a Pipeline to Permit Committee meeting on February 8, 2024, without the committee being defined in the City's Procedure By-law.

The City Clerk, as noted in the report was conducting a review of the Procedural By-law in fall 2023 with changes being brought forward in September 2024 which would include adding the Pipeline to Permit Committee to the roster of listed Standing Committees and amending relevant sections to reflect its addition.

Strategy/process/risk

The concerns in this complaint are resolved with the addition of the Pipeline to Permit Committee as a Standing Committee in the proposed amended Procedure By-law contained as an appendix to Procedure By-law report (CL-01-24) on this agenda.

Options Considered

Not applicable.

Financial Matters:

Not applicable.

Total Financial Impact

Not applicable.

Source of Funding

Not applicable.

Other Resource Impacts

Not applicable.

Climate Implications:

Not applicable.

Engagement Matters:

Not applicable.

Conclusion:

Accept the findings and recommendations of the ADRO investigation report dated August 27, 2024 attached as Appendix A to legislative services report CL-20-24.

Respectfully submitted,

Samantha Yew
City Clerk

Appendices:

- A. ADRO Investigation Covering Letter and Investigation Report dated August 27, 2024.

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.