

Type of Decision									
Meeting Date	Friday, March 23, 2012				Report Date	Friday, March 16, 2012			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE									
Dean Workshop Review Report #23/03/12/1105									

Subject: To recommend that Council work through the document prepared after the training session provided to Council back in 2008 as a first step in defining Council and staff roles.

**(You have each recently been provided a copy, please let me know if you are unable to locate it and I will provide one for the meeting.)**

RECOMMENDATION: That Council adopt the following resolution agreeing to hold this review in open session of Council.

**WHEREAS** the recommendations of Mr. Bonenberg include review of Council and staff roles and obligations;

**AND WHEREAS** Council in the past received a day long workshop delineating Council and staff obligations and roles;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to review the previously supplied summary document in open session as a first step in moving forward in an open and transparent manner.

Background/Executive Summary: If this resolution is passed, please be prepared to work through this document at Friday's meeting. There has been much talk of "moving forward" yet no concrete steps have been taken by Council at this point. This might be a good start.

Although training and education is one of the exemptions to open meeting requirements under the *Municipal Act* it may be received as an offering of goodwill and conciliation to hold this discussion in open session.

Perhaps debating this document in public is a good first step of expressing true openness and transparency to fellow members of Council, staff and the public.

It should be noted to members of the public that this session will not constitute "carrying on the business of Council" but instead education and training of staff and Council. The discussion may not be effortless or completely efficient as there are obvious challenges with the current understanding and may be lengthy but a review and discussion of this important issue is certainly required.

By having this session in open council, members of the public may also be reminded of which aspects of municipal administration and governance are the responsibilities of which party. It is a common misconception in small municipalities (and some larger ones) that the role of Council is more involved than it actually is in the day to day operations of the municipality.

The volumes Council has been provided by George Cuff further provide support to Mr. Dean's summary. Please review these prior to the meeting as well.

Financial Considerations/Budget Impact: None

Policy Impact: None. Although the *Municipal Act* provisions for closed meetings allow for certain topics to be dealt with in closed session including education and training, there is no requirement to do so. The Ombudsman's office repeats "When in doubt, open the meeting."

Others Consulted/Resources/References: Delfi Reports; Fred Dean's meeting summary; George Cuff's Guide to Municipal Leaders volumes one and two.

Approved and Recommended by the Clerk

Melinda Reith,

Municipal Clerk

*Melinda Reith*