

**Report to
Rapport au:**

**Council
Conseil**

**February 21, 2014
21 février 2014**

**Submitted by
Soumis par:**

M. Rick O'Connor, City Clerk and Solicitor/ Greffier et chef du contentieu

Contact Person

Personne ressource:

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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2014-CMR-CCB-0015

SUBJECT: STATUS UPDATE - COUNCIL INQUIRIES AND MOTIONS FOR THE PERIOD ENDING 21 FEBRUARY 2014

OBJET: RAPPORT DE SITUATION – DEMANDES DE RENSEIGNEMENTS ET MOTIONS DU CONSEIL POUR LA PÉRIODE SE TERMINANT LE 21 FÉVRIER 2014

REPORT RECOMMENDATIONS

That Council receive this report for information.

RECOMMANDATIONS DU RAPPORT

Que le Conseil municipal prenne connaissance de ce rapport.

BACKGROUND

On 11 June 2008, Council approved a new process for tracking formal Inquiries and Motions submitted at Standing Committees and Council. Included in this process was the requirement for Committees and Council to receive bi-monthly status updates on these motions and inquiries, at the second meeting of every second month.

Accordingly, this report is being presented to Council for information.

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Departmental Report on Outstanding Motions and Directions

This report integrates the status of outstanding motions and directions to staff, identified as part of the City Manager's review in the fall of 2008, with the actions that will be taken to ensure that both are addressed appropriately.

Consistent with Council's direction, the tracking and reporting of formal motions and inquiries is undertaken by the City Clerk's Office. Protocols have also been established within departments to ensure department-specific motions and inquiries are processed in a timely manner. In those instances where there may be a delay, Council will be provided with an explanation.

The list of outstanding Inquiries is attached as Document 1. The departmental list of outstanding motions and directions to staff is attached as Document 2.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

CONSULTATION

This report is administrative in nature and therefore no consultation was required.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

No risk management implications have been identified for this report, as it is for information only.

FINANCIAL IMPLICATIONS

No financial implications have been identified for this report, as it is for information only.

ACCESSIBILITY IMPACTS

This report is administrative in nature and has no associated accessibility impacts.

TECHNOLOGY IMPLICATIONS

This report is administrative in nature and has no associated technology implications.

TERM OF COUNCIL PRIORITIES

This report has no direct impacts on the City's strategic priorities or directions identified for the current Term of Council.

SUPPORTING DOCUMENTATION

Document 1 Outstanding Inquiries Status report as of 21 February 2014

Document 2 Departmental Report on Outstanding Motions and Directions as of 21 February 2014

DISPOSITION

The Council Coordinator will continue to track all formal inquiries made at Council meetings and departmental staff will continue to track motions and directions to staff. The status of which will be reported to Council on a bi-monthly basis.