

**Date:** 2017-04-13

**Subject:** **2016 Council / Committee Meeting Attendance Record**

**Contact:** Laurie Robinson, Business Coordinator, City Clerk's Office,  
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**Recommendations:**

1. That the report from Laurie Robinson, Business Coordinator, City Clerk's Office, Office of the CAO, dated April 18, 2017, to the Committee of Council Meeting of May 17, 2017, re: **2016 Council / Committee Meeting Attendance Record (File BC.x)**, be received.

**Overview:**

- **Council has directed that staff report annually on the record of attendance of Members of Council, for meetings of Council, Standing Committees and advisory committees.**
- **Attachments to this report provide detailed 2016 attendance records for Members of Council.**

**Background:**

In 2011, Council requested that staff report annually with the attendance record for the previous year, for each Member of Council, for Council/Standing Committees and member appointments to Committees and advisory committees.

**Current Situation:**

This report provides the 2016 attendance report for Council Members appointed to Council and Committees supported by the City Clerk's Office. In 2012, Council changed the method of recording Member attendance to record late attendance only after a meeting was started (and not after the scheduled start time).

The Minutes for each Council and Standing Committee meeting show the names of Members who were present, absent, arrived late or departed early. This information has been summarized and attached to the report as Appendix 1. Similar information for the

## 7.2.1-2

City's other committees is attached as Appendix 2. All attendance information is sourced from meeting minutes prepared by the Clerk's Office.

The report attachments also indicate reasons for Member absences (Other Municipal Business, Illness, Vacation and Personal), as specified in section 2.14 of the Procedure By-law. If a Member does not provide the Clerk's Office with the reason for the absence, it is recorded as "Personal".

In the interest of transparency and accountability, the Clerk's Office reports a quarterly summary of information on the City's website regarding Member attendance at City Council and its Standing Committees. The first report for the current term of Council was posted in July 2015. The latest summary was posted to the website April 13, 2017, for meetings up to and including March 31, 2017. The Clerk's Office continues to report to Council annually with a detailed attendance report such as this one.

### **Corporate Implications:**

Financial Implications: nil

Other Implications: nil

### **Strategic Plan:**

This report achieves the Strategic Plan priority of Good Government by transparent reporting of Member attendance at Council and Committee meetings.

### **Conclusion:**

This report provides 2016 Member attendance information for Council and Committee meetings, as directed by Council.

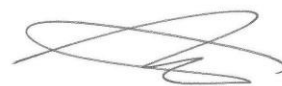
Approved by:



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Laurie Robinson, Business  
Coordinator, City Clerk's Office

Approved by:



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Peter Fay, City Clerk

### **Attachments:**

Appendix 1 – Attendance Record 2016 – Council and Standing Committees


Appendix 2 – Attendance Record 2016 – Other Committees

Report authored by: Laurie Robinson, Business Coordinator, City Clerk's Office

**CITY COUNCIL - OPEN SESSION  
ATTENDANCE RECORD 2016  
7.2.1-3**


	27-Jan	10-Feb	24-Feb	09-Mar	09-Mar	30-Mar	06-Apr	08-Apr	13-Apr	27-Apr	11-May	25-May	08-Jun	22-Jun
		cancelled			Special									
<b>Meeting Called to Order</b>	9:31		9:33	9:30	3:17	9:30	11:00	1:02	9:30	9:33	9:35	9:31	9:30	9:32
<b>Meeting Adjourned</b>	4:27		6:42	6:09	4:45	10:21	12:25	1:54	12:42	12:41	2:24	11:56	12:36	2:19
Mayor Jeffrey	P		P	P	P	P	P	P	P	P	LE(PER) 2:04	P	P	LE(PER) 11:42
Councillor Bowman	P		P	P	P	P	P	P	P	P		P	P	P
Councillor Dhillon	P		P	LE(PER) 2:49 vacation	A(VAC)	P	P	P	P	P		P	P	LE(PER) 1:20
Councillor Fortini	P	LE(OMB) 1:33	P	P	P	P	P	A(PER)	P	P	LE(PER) 1:16	P	P	LE(OMB) 2:05
Councillor Gibson	P		P	LE(PER) 12:13 vacation	A(VAC)	P	P	P	P	P		P	P	P
Councillor Medeiros	P		P	A(VAC)	A(VAC)	P	P	A(OMB)	P	P		P	P	LE(PER) 11:42
Councillor Miles	P		P		P	P	P	P	P	P		P	P	LE(OMB) 1:48
Councillor Moore	A(VAC)		P	P	P	P	P	P	P	P		P	P	P
Councillor Paleschi	P		P	AL(PER) 3:20	AL(PER)	P	P	P	P	P		A(OMB)	P	P
Councillor Sproveri	P		P	P	P	P	AL(PER) 11:01	P	P	P		P	P	P
Councillor Whillans	P		P	P	P	P	P	P	P	P		P	P	P

**CITY COUNCIL - OPEN SESSION  
ATTENDANCE RECORD 2016**      **7.2.1-4**

P = Present A = Absent; ILL (illness); PER (personal); VAC (vacation); OMB (other municipal business) AL = Arrived late; OMB (other municipal business); PER (personal) LE = Left early and did not return; ILL (illness); PER (personal); OMB (other municipal business)											
	06-Jul	10-Aug	14-Sep	28-Sep	12-Oct	26-Oct	09-Nov	23-Nov	14-Dec	14-Dec	
		cancelled									Special
Meeting Called to Order	9:33		9:30	9:30	9:30	9:45	9:30	9:32	9:31	9:31	7:01
Meeting Adjourned	3:45		2:59	11:48	3:37	1:42	1:09	1:34	6:13	6:13	9:33
Mayor Jeffrey	P		P	P	P	P	P	P	P	P	P
Councillor Bowman	P		P	P	P	P	P	P	P	P	P
Councillor Dhillon	P		P	AL(PER) 9:32	A(PER) 9:32	AL(PER) 9:53	P	P	LE(PER) 12:40	P	P
Councillor Fortini	P		P	P	P	P	P	P	P	P	P
Councillor Gibson	P		P	P	P	P	P	P	P	P	P
Councillor Medeiros	P		P	P	P	AL(PER) 9:54	P	P	LE(PER) 12:45	P	P
Councillor Miles	P		P	AL(PER) 9:32	P	P	P	P	P	LE(PER) 3:45	P
Councillor Moore	P		P	P	P	P	P	P	P	P	P
Councillor Palleschi	P		P	P	P	AL(PER) 9:54	P	A(ILL)	P	P	P
Councillor Sproveri	P		P	P	P	P	AL(PER) 9:30	P	P	P	P
Councillor Whillans	P		P	P	P	P	P	P	P	LE(PER) 4:31	P

**CITY COUNCIL - OPEN SESSION  
ATTENDANCE RECORD 2016**

**7.2.1-5**

	Attendance Totals										Scheduled Council Meetings	
	Absent Reasons				Arrived Late			Left Early			Total number of Meetings in 2016	Total number of Meetings attended by the member in 2016
	Illness	Personal	Other Municipal Business	Vacation	Other Municipal Business	Personal	Illness	Other Municipal Business	Personal			
Mayor Jeffrey	0	0	0	0	0	0	0	0	0	0	22	22
Councillor Bowman	0	0	0	0	0	0	0	0	0	0		22
Councillor Dhillon	0	1	0	1	0	2	0	0	0	3		20
Councillor Fortini	0	1	0	0	0	0	0	2	1			21
Councillor Gibson	0	0	0	1	0	0	0	1	1			21
Councillor Medeiros	0	0	1	2	0	1	0	0	0	3		19
Councillor Miles	0	0	0	0	0	1	0	1	2			22
Councillor Moore	0	0	0	1	0	0	0	0	0	0		21
Councillor Palleschi	1	0	1	0	0	2	0	0	0	0		20
Councillor Sproveri	0	0	0	0	0	2	0	0	0	0		22
Councillor Whillans	0	0	0	0	0	0	0	0	0	1		22