



## Accountability and Transparency

<b>Department:</b>	Corporate Services
<b>Division:</b>	Clerk's Office
<b>Section/Function:</b>	N/A
<b>Approval Level:</b>	Council
<b>Effective Date:</b>	2013-01-01
<b>Revision #:</b>	2

### 1.0 Purpose

- 1.1. This Policy is made pursuant to Sections 270 (1) (5) of the **Municipal Act, 2001**, which stipulates that a municipality is required to adopt policy regarding the manner in which it will try to ensure that it is Accountable to the public for its actions and attempt to ensure that its actions are Transparent to the public.

### 2.0 Application

- 2.1. This Policy applies to the Corporation of the City of Peterborough, its agencies, boards and commissions.

### 3.0 Definitions/Acronyms

**Accountability** – The City is responsible to its stakeholders for decisions made and policies implemented, as well as its actions or lack of action.

**Act** – **Municipal Act, 2001**, and/or its regulations.

**City** – The Corporation of the City of Peterborough, its agencies, boards and commissions.

**Transparency** – The City conducts its business in an open manner, encouraging stakeholder participation in decision-making processes.

### 4.0 Policy Statement(s)

- 4.1. The City of Peterborough, its Council, agencies, boards and committees shall endeavour to operate in an open, fair and Accountable manner.
- 4.2. Financial matters shall be managed efficiently and effectively, in a manner which is open and Accountable to the public.

- 4.3. All meetings of Council and its local boards shall be open to the public, except as prescribed in the Act.
- 4.4. Notice shall be provided and information disclosed, in a timely manner, by various means including print media and the City's website, to enable and encourage meaningful and effective participation by the public, in the municipal decision-making process.

## **5.0 Appendix, Related Documents & Links**

Note: All references refer to the current version, as may be amended from time to time.

### **5.1. Pertinent Resources:**

- Municipal Act, 2001  
[http://www.e-laws.gov.on.ca/html/statutes/english/elaws\\_statutes\\_01m25\\_e.htm](http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_01m25_e.htm)
- Procedure By-law 97-108  
[https://bylaws.peterborough.ca/bylaws/getFNDoc.do?class\\_id=20&document\\_id=2105](https://bylaws.peterborough.ca/bylaws/getFNDoc.do?class_id=20&document_id=2105)
- Sale and Other Disposition of Land By-law 95-62  
[https://bylaws.peterborough.ca/bylaws/getFNDoc.do?class\\_id=20&document\\_id=7946](https://bylaws.peterborough.ca/bylaws/getFNDoc.do?class_id=20&document_id=7946)
- Procurement By-law 06-175
- Report # CSCLK08-002 Policies Respecting Delegation of Powers, Notice to the Public and Accountability and Transparency

### **5.2. Related Policies:**

- Hiring of Relatives Policy/Human Resources Policies

### **5.3. Related Procedures:**

- N/A

### **5.4. Related Forms:**

- N/A

### **5.5. Miscellaneous:**

- N/A

## 6.0 Amendments/Reviews

Date (yyyy-mm-dd)	Section # Amended	Comments
2008-01-21	N/A	Policy approved by Council
2013-01-01	N/A	Revision #1 – No changes were made to the content of the Policy. Policy revised to moved to new Policy Template (i.e. Policy Statements moved to Section 2.0, Application moved to Section 3.0, Definitions moved to Section 4.0) and to move to new protocol for showing defined terms (i.e.: capitalizing the first letters).
2021-12-01	N/A	Revision #2 – No changes were made to the content of the Policy. Policy moved to updated Policy Template; (Section 2.0 moved to Section 4.0, Section 3.0 moved to Section 2.0, Section 4.0 moved to Section 3.0). Links in Section 5.1 - Pertinent Resources have been updated. Policy document format has been updated to become compliant with the Accessibility for Ontarians with Disabilities Act (AODA) Regulation 191/11 Integrated Accessibility Standards.

<b>Next Review Date:</b>	September 2013
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