Minute No. 379
Report – Governance Committee of Council – May 2, 2018

Item No. 1 **Councillors' Ward Allowance Policy Amendment (CWA) – Councillor Code of Conduct to apply to Executive Assistants**

On May 15, 2018, the Executive Policy Committee laid over the matter for 30 days.

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DECISION MAKING HISTORY:

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On May 15, 2018, the Executive Policy Committee laid over the matter for 30 days.

COMMITTEE RECOMMENDATION:

On May 2, 2018, the Governance Committee of Council passed the following resolution:

WHEREAS at its meeting of February 22, 2018, Council adopted Recommendation No. 3 of Item No. 1 of the Report of the Governance Committee of Council dated January 23, 2018 as follows:

"3. That Council amend The Councillors' Ward Allowance Fund Policy within 90 days to require that Councillors' Executive Assistants comply with the provisions of the Code of Conduct for Members of Council (Attachment #2 – Code of Conduct for Members of Council) and that the employment contracts for Executive Assistants require such compliance."

AND WHEREAS the current Councillors' Ward Allowance Fund Policy (CWA) at http://winnipeg.ca/council/pdfs/CWApolicy.pdf specifies that Councillors' Assistants will be governed by the Councillors' Secretariat Code of Conduct adopted by Council;

AND WHEREAS the CWA Policy Fund requires changes to the Councillors' Assistants section of the policy (page 11) to specify use of the Members of Council Code of Conduct, as well as changes to Appendix C (to specify the new Members of Council Code of Conduct) and Appendix D (amendment to Councillors' Assistants contracts) to implement the intent of Council above;

AND WHEREAS at its meeting of February 22, 2018, Council also adopted Recommendation No. 4 of Item No. 1 of the Report of the Governance Committee of Council dated January 23, 2018 as follows:

"4. That the Mayor take the necessary steps within 90 days to ensure that the staff who work in the Mayor's Office be required to comply with the provisions of the Code of Conduct for Members of Council (Attachment #2 – Code of Conduct for Members of Council)."

AND WHEREAS the application of a Code of Conduct to Mayor's Office staff is specified in the Mayor's Office Expense Policy.

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DECISION MAKING HISTORY (continued):

COMMITTEE RECOMMENDATION (continued):

AND WHEREAS the Mayor's Office Expense Policy was emailed to Council members on December 30, 2016, but is not available for public viewing on the City's website, nor has it been adopted by Council;

AND WHEREAS it is important for all such policies to be open and transparent so citizens can understand how funds are being managed by all Elected Officials, including the Mayor's Office;

THEREFORE BE IT RESOLVED:

1. That the CWA Policy Fund be amended by replacing it with the attached revisions specifying that the new Code of Conduct for Members of Council apply to Councillors' Assistants;

2. That the Mayor's Office Expense Policy be:

    A. Amended to ensure it meets the February 22, 2018 decision of Council to specify that the new Code of Conduct for Members of Council apply to Mayor's Office Staff;

    B. Posted on the City of Winnipeg website so it is available to all citizens;

    C. Adopted by Council, in the same way as the CWA Policy.

3. That the above occur at the May 2018 Council Meeting, to ensure compliance with the February 2018 decision of Council within the 90 day timeline adopted by Council.

4. That the Proper Officers of the City of Winnipeg do all things necessary to implement the intent of the foregoing.

and submitted the matter to Executive Policy Committee and Council.