

TO: MAYOR & COUNCILLORS
FROM: GENERAL MANAGER CORPORATE SERVICES
SUBJECT: **Q1 2024 OPEN RESOLUTIONS AND BYLAWS TRACKING UPDATE**
PURPOSE: To provide Council with the Q1 2024 Open Council resolutions and Bylaws status update.

RECOMMENDATION

THAT the report titled “Q1 2024 Open Resolutions and Bylaws Tracking Update” dated April 29, 2024, be received for information.

1.0 POLICY SECTION

This report aligns with the City’s Corporate Strategic Plan (2022).

2.0 BACKGROUND

In 2023, the Legislative Services Department implemented a new process in which Council resolutions requiring actions are numbered, tracked, and assigned for follow-up by each department.

3.0 GENERAL INFORMATION

The Open Resolutions Tracking Index, attached as **Attachment 1** to this report, consolidates resolutions from Council where staff are directed to act, whether related to existing priorities and workplans or provide additional direction. Each department was requested to update the index on the status of each resolution and provide a brief description if the item was “ongoing,” “in progress” “delayed,” or “cancelled.”

The Bylaw Tracking Index is included as **Attachment 2** to this report.

These information reports will be provided on a quarterly basis for Council and public’s information. As each quarter is reported, any non-completed resolutions will be consolidated into the next reporting cycle.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

Not applicable.

5.0 FINANCIAL CONSIDERATIONS

Not applicable.

Respectfully submitted,

Juli Halliwell, General Manager Corporate Services

ATTACHMENTS

Attachment 1 – Open Resolution Tracking (January 1 to March 31, 2024)

Attachment 2 – Bylaw Tracking (January 1 to March 31, 2024)

REPORT CONTRIBUTORS

This report was prepared by Blanka Zeinabova, Sr. Manager Legislative Services, and reviewed by Nikki Best, Director Legislative Services.