

City of North Bay Report to Council

Report No: CORP-2025-074

Date: July 25, 2025

Originator: Margaret Karpenko

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: Amendment to City of North Bay By-Law 2007-243 being a By-Law to adopt the Accountability and Transparency Policy

Closed Session: yes ☐ no ☒

Recommendation

That Council approve an amendment to By-Law 2007-243 being a By-Law to Adopt the Accountability and Transparency Policy as outline in Report to Council COPR 2025-074, dated July 25, 2025, by Margaret Karpenko.

Background

On July 8, 2025, Council passed resolution 2025-255 which stated:

"Whereas to ensure transparency and accountability with respect to the expenses of Council be it resolved that:

1. Staff be directed to bring forward a Transparency and Accountability By-Law which will facilitate online disclosure, on a quarterly and annual basis, which will itemize Council Members' expenses. The report will include detailed transactions, including payee, date paid, amount, and a general description of the nature of the expense as it relates to City business; and
2. that such a By-Law be in front of Council for their consideration no later than the first Council/Committee meeting in September."

The current by-law outlines that Section 270 of the Municipal Act, 2001, as amended (the "Act") requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the

public.

Section i) Financial Matters shall be amended to include the following provision:

Add item 9. Council Members' expenses – shall be reported on both a quarterly and annual basis. These reports will include detailed transaction level information, specifying the payee, date of payment, amount and a general description of the nature of the expense as it relates to City business.

The quarterly transaction details will be made publicly available on the City's website under the Mayor & Council page. The annual summary report will be presented through a report to council and subsequently posted on the City's website.

Upon approval of the by-law, the City will retroactively publish detailed expense transactions dating back to the beginning of the current term of council.

Financial/Legal Implications

No financial or legal implications since is a report change.

Corporate Strategic Plan

- | | |
|---|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

- Develop a practice of communications and engagement that ensures that residents are aware and understand what City Hall is doing
- Ensure continuous improvement of governance and administration

Options Analysis

Option 1: That Council approve the amendment to By-Law 2007-243 as outlined in Report to Council CORP 2025-074.

This is the recommended option.

Option 2: That Council does not approve the amendment to By-Law 2007-243 as outlined in Report to Council CORP 2025-074.

This is not the recommended option.

Recommended Option

That Council approve an amendment to By-Law 2007-243 being a By-Law to Adopt the Accountability and Transparency Policy as outline in Report to Council COPR 2025-074, dated July 25, 2025, by Margaret Karpenko

Respectfully submitted,

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

I concur with this report and recommendation

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Laura Boissonneault, CPA, CGA, PCP

Title: Director, Financial Services / Deputy Treasurer