



**Council Member Motion
For the Committee of the Whole Meeting of January 9, 2025**

To: Committee of the Whole **Date:** December 31st, 2024
From: Councillor Gardiner
Subject: Mayor's letters to municipalities and public or private agencies

BACKGROUND

Today, information travels quickly. While letters sent to organizations external to the city become public through further web-postings or other means of information sharing by those organizations, the City's standard practice, established years ago, often means that Victoria Councillors read the letters, or hear about them via the media. The City of Victoria's practice has been to provide copies of such correspondence along with the response received from the external organization.

Example:

- In March, 2024, Victoria Councillors received communications from the Mayor of Saanich regarding Police School Liaison Officers (PSLO) and School District 61. In April, Victoria Council considered a motion to write to School District 61 regarding the PSLO program. While the letter was written and distributed to SD 61 and Mayors and Councillors of other municipalities, it was not provided to Victoria Councillors until requested.

Councillors need to be informed, in real time, when the Mayor, on behalf of the City, creates and forwards letters under her signature to the Provincial government, the CRD and neighbouring municipalities, and other external agencies with which the City has ongoing and periodic communications. Informing City Councillors of these more formal communications should be a matter of course, without Councillors having to request a copy of specific letters.

RECOMMENDATIONS

That Council request that the Mayor provide Councillors copies of her letters to other levels of government, other municipalities, and external agencies at the time that such letters are sent.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be "C. Gardiner", written over a horizontal line.

Councillor Gardiner