

ADMINISTRATIVE REPORT

TO: Horacio Galanti, City Manager	DATE: January 24, 2022
FROM: Arlene Karbashewski, City Clerk	MEETING: City Council
SUBJECT: Policy 117 Disclosure of Wrongdoing and Reprisal Protection Provisions – 2021 Activity Report	

RECOMMENDATIONS

Council receive this report for information.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

There are no previous Council directions for this information.

BACKGROUND

At the November 16, 2020 City Council meeting, Council approved revisions to Policy 117 formally known at the “Whistleblower Policy” to update the process for employees and the general public to report suspected wrongdoing and ensure all reports are investigated while protecting those who are acting in good faith from reprisal.

Updates to the policy include provisions for tracking and reporting. Before the end of January each year, the City Manager is responsible for reporting to Council on the total number of reports submitted in the preceding year involving employees, the number of findings of wrongdoing and the number of open and closed investigations.

ANALYSIS

For the year ending December 31, 2021, Administration reports the following information:

Wrongdoing reports involving employees – 2;
 Findings of Wrongdoing involving employees – 0;
 Open investigations involving employees – 2; and
 Closed investigations involving employees – 0.

Relationship to City Council’s Focus Areas / Strategic Directions

This information supports Council’s strategic objectives under Service and fosters a system and culture that encourages and honours excellence, integrity, transparency and accountability in its operations.

Environmental Impact

Environmental impacts to the community are minimal.

Economic Impact

Economic impacts to the community are minimal.

Social Impact

The City supports the use of this policy to sustain a culture rooted in the highest ethical standards for employees. Accurate and timely reporting of reports of wrongdoing fosters trust and ensures employees and the general public that Administration is complying with all requirements of this policy.

Relevant Statutes / Master Plans / City Documents

[Policy 117 – Disclosure of Wrongdoing and Reprisal Protection Provisions](#)

[Policy 401 - Employee Code of Ethics and Conflict of Interest](#)

Risk

Non-compliance with Council policy would occur if this information is not provided to Council as required.

STAKEHOLDER ENGAGEMENT

Stakeholder engagement is not required to comply with the tracking and reporting requirements in Policy 117.

BUDGET / FINANCIAL IMPLICATIONS

Budget implications cannot be forecast since investigations can vary based on the magnitude of seriousness of a complaint.

SUMMARY / CONCLUSION

The information provided meets the tracking and reporting requirements under Council Policy 117. Administration recommends Council receive this report for information.

ATTACHMENTS

none