Policy No. GP-2026-07
Council Meeting Agenda Attachment Policy
Motion: 2026-115

Policy Purpose

The purpose of the Council Meeting Agenda Attachment Policy is to standardize when Council Meeting discussion items will have corresponding attachments available or unavailable for public viewing.

Open Attachments

The following agenda attachments will be open to the public:

1. Bylaws being brought forward for first, second, or third reading
2. Policies being brought forward for approval
3. Official Council correspondence
4. Publicly available documents
5. Requests for Decisions (RFDs)
6. Open session Council Information Briefing Documents (IBDs)
7. Council Committee Reports
8. Redacted documents containing personal or identifiable individual information

Locked Attachments

The following attachments will be locked and unavailable for public viewing:

1. All Closed Session attachments
2. Draft Bylaws
3. Draft Policies
4. Council Delegation Requests
5. Documents containing personal or identifiable information of an individual
6. Documentation subject to legal privilege

Display During Meetings

All locked agenda attachments will not be displayed during Council Meetings due to the livestreaming and recording of those meetings. Locked agenda attachments may be displayed during Council Committee Meetings, subject to approval from the CAO or designate.

Amendments

1. Original Version: June 8, 2026