

Waterfront Toronto
Policies on Public Access to Information
August 24, 2007

Waterfront Public Access to Information Framework

Openness, transparency and accountability are core values of the corporation. Waterfront Toronto has taken many steps to operationalize these values. These policies and practices have established a framework that provides the public and media with access to a significant amount of information about waterfront revitalization. This framework has been established without any legal requirements to do so, demonstrating that public access to information is not a matter of compliance for Waterfront Toronto but in fact a key part of how the corporation conducts its business.

Waterfront Toronto By-Law #2

The Waterfront Toronto board of directors enacted By-law #2 which sets out the policies and procedures for open board and committee meetings. Included in this by-law are provisions for board and board committee meeting notification and accessing meeting minutes. In practice this has meant posting meeting agendas on the corporation's web site the day briefing binders are circulated to directors and posting minutes once they are approved. Waterfront Toronto also posts all Power Points presentation delivered during board meeting on the corporation's web site following the meeting.

Accessing Information from Board and Board Committee Meetings

1. Annotated board and committee agendas are posted on the Waterfront Toronto web site the week prior to each meeting. The annotated agenda includes brief background on each agenda item and reason it is before the board.
2. An update on milestone and activities for major waterfront projects is provided by the CEO at each board meeting.
3. Quarterly and year-end presentations of financial statements are presented by the CFO at board meetings. Media who are in attendance are provided with copies of the financial presentations. The financial presentations are posted on the Waterfront Toronto web site following the meeting.
4. Copies of all other presentations that are made at board and committee meetings are made available to media who attend board and committee meetings. Presentations are also posted on the Waterfront Toronto web site following the meetings.
5. Motions approved at board and committee meetings are posted on the Waterfront Toronto web site the day following the meeting.

6. Board and board committee meeting minutes are posted on the Waterfront Toronto web site after they have been approved, usually following the next meeting.
7. The CEO and/or the board chair are available to speak to the media immediately following board meetings.

Waterfront Public Consultation Policy

Waterfront Toronto's extensive and award winning public consultation plans is one of the key ways information about the corporation and its activities are communicated publicly. Waterfront Toronto's leadership in the area of public consultation is highly respected and widely recognized by the community, media and government stakeholders.

Municipal Planning Process

As a planning and development organization, much of the work carried out by Waterfront Toronto is regulated under the municipal planning process. Although Waterfront Toronto as a matter of course carries out extensive public consultations, the corporation also must comply with municipal statutory requirements.