



Council Report

Report Number: CLK2025-005
Meeting Date: July 22, 2025
Title: 2025 Council Policy Review - Update
Description: Update on the Status of the Ongoing Council Policy Review
Author and Title: Sarah O'Connell, Deputy Clerk

Recommendation(s):

That Report CLK2025-005, **2025 Council Policy Review – Update**, be received; and

That Staff be directed to proceed with the 2025 Policy Review, as outlined within Appendix B to Report CLK2025-005.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Regular Council Meeting of December 10, 2024 Council considered Report CLK2024-005 which provided an overview of a review of all Council Policies that will be completed in 2025, as per Policy CP2021-027, being the City of Kawartha Lakes Policy System Policy (commonly referred to as the Policy on Policies).

Through Report CLK2024-005 Council was advised that Staff would be reviewing all of the existing Council Policies using the following criteria:

- is the policy still required;
- does the policy accurately capture the service being provided through the policy;
- are there any administrative amendments that are required; and
- if the policy includes legislative references are those references up-to-date and accurate.

Using that lens as the basis for the review Staff can determine:

- which policies are no longer required;
- which policies require an update; and
- which policies are accurate and complete in their current iteration.

The intent of this report is to provide an update on the ongoing policy review.

Rationale:

Staff within all Divisions have been reviewing the council policies that are under their stewardship. Appendix A to this report has been compiled to identify which policies are no longer required, which policies are recommended for an update, and which policies are recommended to remain in their current form.

Each Division will be reporting back to Council with specific detail surrounding the policies that will need to be repealed and the policies that will need to be amended as Council approval will be required for both such actions.

Other Alternatives Considered:

Council could determine that the ongoing policy review is not required at this time. This is not recommended as a policy review is required to maintain compliance with Policy CP2021-027. Council could also direct that staff review and recommend amendments for other Council Policies not currently recommended for review.

Alignment to Strategic Priorities

The ongoing policy review will align to the good government priority within the 2024-2027 Strategic Plan for the City of Kawartha Lakes.

The policy review provides an opportunity to review all of the council policies that are in place to confirm that they are up-to-date, accurate and efficient.

Financial/Operation Impacts:

There are no financial impacts associated with the ongoing policy review.

Consultations:

Office of the CAO
Community Services
Corporate Services
Public Works
Engineering and Corporate Assets

Attachments:

Appendix A – Policy CP2021-027



CP2021-027

Appendix B - Table – Ongoing Policy Review



Ongoing Policy
Review

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Department Head: Cathie Ritchie