



# Minutes

---

## Code of Conduct Review Committee Meeting

**Meeting Date:** April 26, 2019  
**Meeting Time:** 9:30 a.m.  
**Location:** Town Hall, Council Chambers  
32 Mill Street, Thornbury  
**Prepared by** Corrina Giles, Town Clerk

---

### A. Call to Order

---

Mayor Alar Soever called the meeting to order at 9:41 a.m.

Also in attendance were Deputy Mayor Odette Bartnicki, Councillor Rob Potter, and Director of Human Resources Jennifer Moreau.

#### ▪ Approval of Agenda

Moved by: Odette Bartnicki

Seconded by: Rob Potter

THAT the Agenda of April 26, 2019 be approved as circulated, including any items added to the Agenda, Carried.

#### ▪ Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2018-20, Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

### B. Deputations / Presentations

---

None

### C. New and Unfinished Business

---

#### C.1 Definition of Local Board per *The Municipal Act, 2001*

The Code of Conduct Review Committee reviewed the Definition of a Local Board per the *Municipal Act, 2001*. The group discussed whether the Attainable Housing Corporation (“AHC”) constitutes a Local Board or is exempt under s.223.1(f). This impacts whether AHC Board Members follow or are exempt from the Town’s Code of Conduct Policy.

The group noted that even if AHC public Board Members are not included on the Town's Code of Conduct Policy, the Policy will still apply to Council Members appointed to the AHC Board of Directors.

The group discussed whether the Police Services Board ("Police Services Board") has a Code of Conduct; Jennifer Moreau confirmed she will find out if PSB has a Code of Conduct and follow up.

## **C.2 Review of Comparator Code of Conduct Policies**

The group reviewed the Code of Conduct policies from comparator municipalities including: Town of Wasaga Beach, Town of Collingwood, and County of Grey. As a result of the discussion, the following motion was passed:

Moved by: Rob Potter

Seconded by: Odette Bartnicki

THAT the Code of Conduct Review Committee directs staff to:

- a) Seek legal opinion regarding whether the Attainable Housing Corporation is included under the Town's Code of Conduct for Members of Council and Local Boards, POL.COR.07.07 as a local board defined in *The Municipal Act, 2001*, or excluded under s.223.1(f);
- b) Seek legal opinion regarding whether the Town's Code of Conduct or the Police Services Board Code of Conduct/Public Library Board Code of Conduct prevails in the event a member of Council sitting on a Police Services Board or Public Library Board has a complaint filed against them;
- c) Consider inclusion of a Sworn Affidavit for both a Complainant and a Respondent upon the filing of a formal complaint in accordance with the Town's Code of Conduct for Members of Council and Local Boards, POL.COR.07.07, ensuring such inclusion does not constitute a barrier to a Complainant;
- d) Include POL.COR.18.04 Protocol Policy for Complaints Related to Council Members and Local Boards as an Appendix to POL.COR.07.07 Code of Conduct for Members of Council and Local Boards;
- e) Confirm jurisprudence regarding whether Complainants and Respondents are named in the report when there is a Formal Complaint filed, including if a Complainant is a member of the public;
- f) Review the Code of Conduct Policies for Town of Collingwood, Town of Wasaga Beach, and County of Grey and consider if any policy items within should be added to the Town's Code of Conduct Policy;
- g) Provide an updated DRAFT Code of Conduct Policy for consideration at the next regularly scheduled Code of Conduct Review meeting, Carried.

**C. Notice of Meeting Dates**

---

No additional meetings have been scheduled at this time.

**D. Adjournment**

---

Moved by: Odette Bartnicki

Seconded by: Rob Potter

THAT this Committee does now adjourn at 10:56 a.m. to meet again at the call of the Chair, Carried.