



## **B. Deputations / Presentations**

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None

## **C. New and Unfinished Business**

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### **C.1 Follow-up regarding Attainable Housing Corporation as Local Board per *Municipal Act, 2001***

Director of Human Resources Jenn Moreau advised that the Town has confirmed with legal counsel that the Attainable Housing Corporation is not a local board or Committee of Council under the *Municipal Act, 2001*. Jenn noted that POL.COR.07.07 Code of Conduct for Members of Council and Local Boards does not apply to the public members of the Board of Directors. Jenn further confirmed the municipal members on the Board of Directors (appointed Council members) must still adhere to the Town's Code of Conduct Policy while serving on the Board. Mayor Soever advised that the Attainable Housing Corporation passed a motion at its previous meeting to amend its By-laws to reflect the Town's Procedural By-law.

Moved by: Alar Soever

Seconded by: Odette Bartnicki

WHEREAS legal counsel has confirmed that The Blue Mountains Attainable Housing Corporation is not a local board or Committee of Council as defined in the *Municipal Act, 2001*;

AND WHEREAS POL.COR.07.07 Code of Conduct for Members of Council and Local Boards does not apply to the public members of The Blue Mountains Attainable Housing Corporation Board of Directors;

AND WHEREAS POL.COR.07.07 Code of Conduct for Members of Council and Local Boards does apply to the appointed Council members of The Blue Mountains Attainable Housing Corporation Board of Directors;

NOW THEREFORE the Code of Conduct Review Committee directs staff to approach The Blue Mountains Attainable Housing Corporation Board of Directors to confirm whether the Board of Directors wishes to be included in the Town's POL.COR.07.07 Code of Conduct for Members of Council and Local Boards, Carried.

## C.2 Follow-up regarding Comparator Code of Conduct Policies

Jenn led the group through the Code of Conduct Policies comparison spreadsheet. From the review, the following changes to POL.COR.07.07 Code of Conduct for Members of Council and Local Boards were requested:

**Title:** Update the title (and references throughout the Policy) to Code of Conduct for Members of Council, Local Boards, and Advisory Committees of Council.

**Application:** Include an appendix to POL.COR.07.07 Code of Conduct for Members of Council and Local Boards entitled “Exceptions to Local Boards” with a flowchart to indicate the portions of the policy that are not applicable to local boards and advisory Committees of Council using the model presented in the Town of Wasaga Beach Code of Conduct policy.

**Definitions:** Include a more robust definition section with anything that’s a defined term included in the section, such as: local board, advisory Committee of Council, Integrity Commissioner, Act, etc. Include an appendix that lists the various local boards, and Committees of Council.

**Statement of Principle:** Leave in paragraphs 1,3, and 4. Create a new numbered offence for paragraph 2, and remove paragraph 5. Move the Statement of Principle to the Purpose section of the document, but retain the phrase “Statement of Principle” as a subheading.

**Gifts and Benefits:** Model wording from the Wasaga Beach Code of Conduct Policy regarding Business Hospitality and include a clause in the Town’s Policy regarding the same. Include requirement for a disclosure statement in the event of an expense overage modelled after the out-of-province Conference approval process.

**Work of a Political/Personal Nature:** Revise the statement as follows: “Members will not borrow money from any person or entity who does any business with the Municipality unless such person is an institution or company whose shares are publicly traded and who is in the business of lending money”.

**Discrimination and Harassment:** Include section on discreditable conduct based on Town of Collingwood’s Code of Conduct Policy. Include definition of Harassment, as found on page 2 of the Town’s Policy, in this section with the wording: “Harassment [is defined as] ...”. Modify paragraph 3 to state, “Harassment includes ...” and list examples. Bold the source for definitions on page 2 and in the Discrimination and Harassment sections.

**References and Related Policies:** Include Ontario Health and Safety Act as applicable legislation.

**Any Other Information Included that would be beneficial:** Include Improper Use of Influence, include Communications and Media Relations, include Professional Development, but soften wording to “members are encouraged to promote, support, pursue and partake...” and add wording about Council, local board, and Committee of Council orientation and training sessions. See Town of Collingwood’s Code of Conduct Policy for example language.

Jenn confirmed she will seek the Integrity Commissioner’s opinion regarding the suggested requirement for a respondent to a formal complaint signing a sworn affidavit. The Committee agreed an annual report on statistics of use from the Integrity Commissioner should be requested. Jenn will provide Collingwood’s annual Integrity Commissioner Report as an example to the Committee.

A diagram for the Information Complaints Protocol should be added for clarity. Wording will be added to the Policy that all complainants are encouraged to go through the informal complaint process, but this is not prescribed. This should also include identified dedicated advisors, being: the Director of Human Resources, the Chief Administrative Officer, the Mayor, and the Deputy Mayor.

Jenn confirmed she will add a section on Sanctions for Council and Sanctions for Local Boards, and Advisory Committees of Council.

**C.3 DRAFT Revised Policy - Code of Conduct for Members of Council and Local Boards, POL.COR.07.07**

POL.COR.07.07 Code of Conduct for Members of Council and Local Boards will be revised as requested and provided to the Integrity Commissioner prior to the next meeting of the Code of Conduct Review Committee.

The Committee agreed to meet again to review the revised policy prior to sending to Council and initiating the public meeting process.

**C. Notice of Meeting Dates**

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Monday, June 17, 2019 at 11:00 a.m.

**D. Adjournment**

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Moved by: Odette Bartnicki

Seconded by: Rob Potter

THAT this Committee does now adjourn at 11:46 a.m. to meet again at the call of the Chair, Carried.