

# Municipality of Lakeshore - Report to Council

## Legislative & Legal Services



**To:** Mayor & Members of Council

**From:** Kristen Newman, Director of Legislative & Legal Services

**Date:** March 25, 2021

**Subject:** Draft Code of Conduct for Members of Council, Local Boards & Committees

---

### Recommendation

Direct the Director of Legislative & Legal Services to prepare and present the by-law to adopt the Code of Conduct for Members of Council, Local Boards & Committees at the next Council meeting, as further described in the report presented at the April 6, 2021 Council meeting.

### Background

Section 223.2 of the *Municipal Act, 2001* requires a municipality to establish a code of conduct for members of Council and its local boards.

O. Reg. 55/18, a regulation pursuant to the *Municipal Act, 2001*, requires that the following shall be included in a code of conduct for members of Council and its local boards.

The Municipality's Code of Conduct currently forms part of the Municipality's Procedural By-law. Administration and the Integrity Commissioner have undertaken drafting a new Code of Conduct.

On December 8, 2020, Council passed resolution # 421-12-2020 to:

Receive the Interim Update from the Integrity Commissioner; and,

Direct the Integrity Commissioner and Director of Legislative & Legal Services to present the draft Code of Conduct in February 2021 incorporating the principles described in the report and presentation by the Town's Integrity Commissioner presented at the December 8, 2020 Council meeting.

In passing the resolution, Council supported the inclusion of the following elements into the Code of Conduct:

- Integrity
- Accountability
- Responsibility
- Leadership
- Respect
- Openness
- Honesty
- Respect for human rights and privacy

Furthermore, Council directed that the Code of Conduct include provisions relating to:

- Receipt of gifts and benefits
- Improper use of influence
- Conflict of interest
- Confidentiality
- Conduct at Council
- Conduct respecting staff
- Discreditable conduct
- Transparency and openness relating to Council activities
- Use of Town resources, property and services
- Remuneration, business relations and employment

## **Comments**

The Integrity Commissioner, in consultation with Administration, prepared the draft Code of Conduct (attached as Appendix “A” to this report). The draft includes provisions relating to the elements and principles described above.

The Code of Conduct is structured in such a way that it provides the rules of conduct. The draft is prepared in such a way that it includes interpretive aids by way of commentary. The commentary is intended to assist Members in understanding the Code of Conduct but will not be a binding part of the Code of Conduct. Instead, the Commentary will be included in the version of the Code of Conduct produced for Member use and distributed to the public via the Municipality’s website.

## **Others Consulted**

Dr. Bruce Elman, Integrity Commissioner

## Financial Impacts

Dr. Elman's services for the preparation of the draft Code of Conduct were included in the 2021 budget.

**Attachment:** Appendix A – Draft Code of Conduct

## Report Approval Details

Document Title:	DraftCodeofConduct.docx
Attachments:	- Lakeshore Code of Conduct.docx
Final Approval Date:	Mar 31, 2021

This report and all of its attachments were approved and signed as outlined below:

Rosanna Pellerito

Truper McBride