



**Date:** July 10, 2023

**To:** Mayor and Council

**Author:** Paula Parker, Manager of Municipal Governance/Clerk

**RE:** Code of Conduct – Council, Committees and Local Boards

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## **RECOMMENDED ACTION**

1. That the Code of Conduct – Council, Committees and Local Boards **BE ADOPTED** as presented.

## **BACKGROUND**

On March 1, 2019, Bill 68, the Modernizing Ontario's Legislation Act came into effect. This legislation amended the Municipal Act and necessitated that municipalities establish Codes of Conduct for Members of Council and local boards. It further made it mandatory that municipalities appoint an Integrity Commissioner and that the Integrity Commissioner be able to conduct independent inquiries into allegations of conflict of interest against council or local board members under the Municipal Conflict of Interest Act.

Council has already appointed Mary Ellen Bench, Bench Municipal as its Integrity Commissioner and she has legislated authority under both the *Municipal Act* and the *Municipal Conflict of Interest Act* to act on behalf of Members and residents in the Town of Kingsville.

Her duties include:

1. The application of the code of conduct for members of council and members of local committee/boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local committee/boards.
3. The application of sections 5, 5.1 and 5.2 of the Municipal Conflict of Interest Act to members of council and of local committee/boards.

4. Requests from members of council and of local committee/boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local committee/boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local committee/boards for advice respecting their obligations under the Municipal Conflict of Interest Act.
7. The provision of educational information to members of council, members of local committee/boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the Municipal Conflict of Interest Act.

## **DISCUSSION**

The last amendment to the Town of Kingsville's Code of Conduct – Council, Committees and Local Boards was completed January 11, 2016.

This new amended Code takes into consideration amendments from Bill 68 in 2019.

In accordance with the responsibilities identified in legislation for the Integrity Commissioner relative to policy development, this policy was drafted in concert with the Integrity Commissioner, and the final product was reviewed and endorsed by her.

The Integrity Commissioner reviewed the Code of Conduct – Council, Committees and Local Boards and provided input into the document related to common themes encountered over her years as the appointed Integrity Commissioner for the Town of Kingsville. She has also incorporated other elements into the document in relation to matters encountered in other municipalities that she believes may be common amongst them.

This collaboration ensures that policies include a diverse range of perspectives and opinions from multiple subject matter experts which provide a holistic picture of the municipalities' corporate governance model.

## **FINANCIAL CONSIDERATIONS**

There are no financial considerations with respect to adopting the Code of Conduct – Council, Committees and Local Boards.

## **ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations with respect to adopting the Code of Conduct – Council, Committees and Local Boards.

## **CONSULTATIONS**

Mary Ellen Bench, Integrity Commissioner and John Norton, CAO were consulted and made recommendations on the Code of Conduct – Council, Committees and Local Boards.

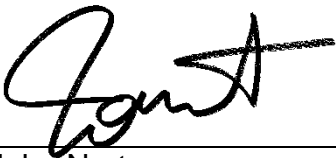
The Senior Management Team was consulted.

PREPARED BY:

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Paula Parker  
**Manager of Municipal Governance/Clerk**

REVIEWED BY:

A handwritten signature in black ink, appearing to read 'John Norton', written over a horizontal line.

John Norton  
**Chief Administrative Officer**