

**CORPORATION OF
THE TOWNSHIP OF WHITEWATER REGION**

BY-LAW # 14-12-755

**Being a By-Law to implement a municipal code of conduct for municipal
elected officials for the term of office 2015-2018**

WHEREAS Section 11(2) of the Ontario Municipal Act, 2001 allows Council to pass bylaws;

AND FURTHER that the Municipal Council for the Township of Whitewater Region deems it prudent to implement a Code of Conduct for municipally elected officials

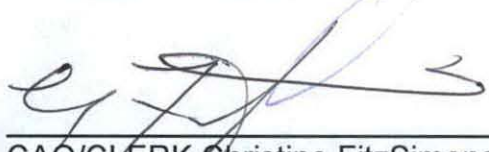
THEREFORE the Council of the Corporation of the Township of Whitewater Region:

1. Implement a code of conduct for members of the Township of Whitewater Region Council and they be required to execute such at the inaugural meeting or when it is deemed appropriate.

Passed this 3rd day of December, 2014



MAYOR Hal Johnson



CAO/CLERK Christine FitzSimons

Township of Whitewater Region

Code of Conduct Members of Council

The Township of Whitewater Region's Members of Council fundamentally understand that:

- a. the proper operation of democratic and representative municipal government requires that they be independent, impartial and responsible to the people,
- b. there are open and proper channels for decision making and approval of policy
- c. Conflicts between private interests and public responsibilities are unacceptable and must be avoided, and
- d. as leaders of the community, they are held to a higher standard of behaviour and conduct.

This document will provide a guideline for elected officials in exercising their policy-making role having regards to the statements and ideals as enunciated hereunder:

1. Roles and Obligations

Council Members recognize their mandate incorporates tasks to include;

Fairly representing the diversity of community views in developing an overall strategy for the future of our Township

Setting objectives and determining strategies to achieve Council's corporate objectives

Achieving sound financial management, planning and accountability

Being aware of and conversant with the statutory obligations imposed on Council as a whole, as well as each individual Member of Council

It is expected that Council will:

Use confidential information appropriately, so as not to cause detriment or benefit to others

Respect the status of **confidential** (personnel, legal property acquisition) information until the matter ceases to be so defined by Council

Understand that they enjoy the same access rights to municipal information as any other member of the community, unless it is specifically relevant to a matter before the Council

Only release information according to the provisions of the *Municipal Freedom of Information and Protection of Individual Privacy Act*.

2. Communications and Media Relations

Members of Council will:

Accurately and adequately communicate the attitudes and decisions of Council even if they disagree with a majority decision of Council. This will ensure;

There is respect for the decision making process of Council

Official information related to decisions and resolutions made by Council will normally be communicated in the first instance to the Community and the media in an official capacity by the Mayor or designate

Information concerning adopted policies, procedures and decisions of the Council is conveyed openly and accurately

Confidential information will be communicated only when and after determined by Council

3. Encouragement of respect for the Township and its By-Laws

Council shall encourage public respect for The Township and its By-Laws

4. Gifts and Benefits

Members of Council will only;

- a. Accept gifts, hospitality or entertainment of a nominal value that could not be reasonably construed as being given in anticipation or recognition of special consideration by the Corporation.
- b. Accept hospitality or entertainment if the offer is infrequent (less than 2 or 3 times a year) and appropriate to the occasion. In these circumstances it is assumed that the nature of the business discussed is important enough to the Township that reciprocal arrangement should openly be made and charged to the Township.
- c. Members of Council will acknowledge that the Mayor will in his/her role, periodically receive and distribute ceremonial or other similar items.

5. Relationships with Staff and Other Members of Council

Members of Council will;

Acknowledge that only Council as a whole has the capacity to direct staff members to carry out specific tasks and functions

Refrain from using their position to improperly influence members of staff in their duties or functions or to gain an advantage for themselves or others

Refrain from publicly criticizing individual members of staff in a way that casts aspersions on their professional competence and credibility

Conflicts of Interest

Members of Council will recognize their obligations to;
follow and respect both the letter and spirit of the provisions of the

6. Transparency & Openness of Decision Making

Members of Council will endeavour to;
Conduct and convey Council business in an open and public manner (other than those decisions of a personnel, legal or property acquisition matter) so that stakeholders can obtain the process, logic and rationale which was used to reach conclusions or decisions

7. Public Input

Council will periodically use formal and informal opportunities to seek public input as a component of the decision making process which have broad impacts on the community.

8. Professional Development

Members of Council have an obligation to promote, support, pursue and partake in opportunities for professional development.

10. Harassment

Harassment of another member, staff or any member of the public is misconduct. It is the policy of the Township of Whitewater Region that all persons be treated fairly in the workplace in an environment free of discrimination and of personal and sexual harassment.

Harassment may be defined as any behaviour by any person that is directed at or is offensive to another person on the grounds of race, ancestry, place of origin, citizenship, creed, sex, age, handicap, sexual orientation, marital status, or family status and any other grounds under the provisions of the *Ontario Human Rights Code*.

11. Interpretation

Members of Council seeking clarification of any part of this “Code of Conduct” should consult with the Township CAO or Township Solicitor.

Signed at Cobden, Ontario this 3rd day of December, 2014

Signature
(Print Name underneath)

Witness
(Print Name underneath)