



## **AD HOC TRANSPARENCY AND ACCOUNTABILITY** **Tuesday, November 3, 2015**

The Committee met at 5:40 pm in the D.C Broderick Room, Dufferin Oaks, Shelburne

**Members Present:** Councillor Ken McGhee  
Councillor Paul Mills  
Councillor Darren White

**Staff Present:** Sonya Pritchard, Chief Administrative Officer  
Pam Hillock, Clerk/Director of Corporate Services  
Michelle Dunne, Deputy Clerk

Declarations of Pecuniary Interest by Members - None

The Clerk introduced the topics and pointed out some proposed changes to the various policies. After the Ad Hoc Committee has completed its policy review, a final report will be presented to General Government Services Committee.

**1. AD HOC COMMITTEE – TRANSPARENCY AND ACCOUNTABILITY – November 3, 2015 – ITEM #1**  
**Bill 8 - Integrity Commissioner**

Reports from the Director of Corporate Services Clerk dated June 23 and September 9, 2015. The Committee discussed different options for appointing an integrity officer, as noted in the September 9, 2015 report. The options are:

1. Approach the Western Warden's Caucus to see if there is any interest in adopting a model similar to the Eastern Ontario Warden's Caucus.
2. Appoint an Integrity Commissioner for Dufferin County through an RFP process and offer the service to the lower tier as a pay-for-service
3. Status quo
4. Direct complaints to the Ontario Ombudsman.

The Committee directed staff to recirculate to the local municipalities that have yet to respond to see if they would like to share the services of an Integrity Commissioner and bring back to this committee.

2. AD HOC COMMITTEE – TRANSPARENCY AND ACCOUNTABILITY – November 3, 2015 – ITEM #2  
Town of Mono Motion – meeting scheduling

A resolution from the Town of Mono regarding concerns of the scheduling of County meetings in conflict with a lower tier municipalities Council meeting was circulated on desk. Councillor McGhee confirmed that it was the scheduling of a Public Works meeting at 7 am on the same day as the Town of Mono's Council meeting that raised concerns because the Mayor, Deputy Mayor and Director of Public Works wanted to attend for the Road Rationalization Study discussion and also the budget discussion. The Committee discussed ways to avoid this in the future by calling staff or the chair of the Committee. The Committee also noted that larger scale issues such as the Road Rationalization Study could be brought forward to Council directly and skip the committee step. The Chair of Public Works reported that the Director of Public Works will be attending various local council meetings to further discuss the Road Rationalization Study.

3. AD HOC COMMITTEE – TRANSPARENCY AND ACCOUNTABILITY – November 3, 2015 – ITEM #3  
Policies for Review

#### **1-2-4 Resolutions from Other Municipalities**

The policy will be updated to truly reflect the process by modifying Section 2 to the following:

Resolutions received from the other Lower Tier municipalities will be posted in the Councillor mail on the Intranet and can be placed on an agenda if requested by any Councillor.

#### **1-2-5 Council Closed Session**

The policy will be updated with the following changes:  
STATEMENT – update the Procedural By-law number to 2015-24

PROCEDURES –

#2 replace with:

Closed session information will be posted on the Council intranet for the term of Council. The Senior Management Team will receive closed session information through email as an attachment.

#8 replace with:

Closed session minutes are distributed electronically from the open agenda. Council has an opportunity to review the minutes and makes changes if necessary. The minutes are filed electronically in a secure folder and the hard copy is filed in a locked cabinet in the Clerk's Department.

## **1-2-6 Council Code of Conduct**

This policy will be changed to remove the Chief Administrative Officer as the position to receive a complaint.

By-law 2008-5 will be amended to update the following sections:

- 1.5 Confidentiality – remove the bullet for Schedules of prices in contract tenders
- 1.6 Use of County Property – this need to be updated to reflect that Councillors are permitted to use their County issued devices for personal use
- 1.14 Harassment – Bullying needs to be added to this section.
- 1.15 Interpretation – change Chief Administrative Officer with Integrity Commissioner or Ontario Ombudsman
- 1.17 Alleged Breaches of the Code of Conduct - change to the following:

Reword

- 4. AD HOC COMMITTEE – TRANSPARENCY AND ACCOUNTABILITY – November 3, 2015 – ITEM #4  
Next Meeting Discussion

The next meeting will review Policies 1-2-7 Accountability and Transparency and 1-3-7 Council Conference Expenses and a Customer Service Policy.

## **ADJOURNMENT**

The meeting adjourned at 6:45 p.m.

Next Meeting: Tuesday, November 17, 2015 – 5:30 p.m.  
Emergency Operations Centre, Mel Lloyd Centre,  
167 Centre Street, Shelburne

Respectfully submitted,

Ad Hoc Accountability & Transparency Committee