



Accountability and Transparency Committee Meeting Minutes
Friday, February 19, 2010
1:00 p.m.
Belfountain Room, Town Hall

Members Present

Chair: B. Duncan
Vice-Chair: D. White
Mayor M. Morrison
Councillor R. Whitehead

Members Absent

Councillor D. Beffort
Town Counsel/Director: N. Koltun

Town Staff Present

Chief Administrative Officer: D. Barnes
Director of Administration/Town Clerk: K. Landry
Municipal Solicitor/Prosecutor: C. Grant

MINUTES

1. **CALL TO ORDER**

The meeting was called to order at 1:13 p.m.

2. **APPROVAL OF AGENDA**

Moved by: D. White

AT-2010-003

That the agenda for the February 19, 2010 Accountability and Transparency Committee Meeting be approved.

Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST** - None

4. **RECEIPT OF MINUTES DATED JANUARY 28, 2010**

Moved by: R. Whitehead

AT-2010-004

That the Accountability and Transparency Minutes be received.

Carried.

5. **REGULAR BUSINESS**

A. Review of Draft Council Code of Conduct and Summary of Provisions from other Municipalities.

The Committee reviewed the draft document and selected provisions to include in a second draft document for review at its next meeting.

B. Review of the Use of Corporate Resources for Election Purposes.

The Committee determined that the current policy regarding the Use of Corporate Resources for Election Purposes should be incorporated into the draft Code of Conduct.

C. Excerpt from the Town's Procedural By-law.

The Committee reviewed the confidentiality provisions currently contained in the Town's Procedural By-law and recommended the inclusion of a confidentiality section in the draft Code of Conduct.

D. Review of Complaint Process and Penalty Options.

The Committee reviewed the complaint process and penalty option provisions provided under the Municipal Act and requested that the draft Code of Conduct include a complaint process and penalty provisions.

E. Information from AMCTO Website, re: Code of Conduct/Integrity Commissioner.

This document was noted for reference purposes.

6. **CLOSED MEETING** - None

7. **ADJOURNMENT**

The meeting adjourned at 2:58 p.m.

8. **NEXT MEETING**

The next meeting will be held on March 1, 2010, at 2:30 p.m. in the Committee Room.