

# CORPORATION OF THE TOWN OF HAWKESBURY

**By-law N° 33-2019**  
**A by-law to amend By-law N° 13-2019**  
**establishing a Code of Conduct for**  
**members of Council and of Local boards of**  
**the Town of Hawkesbury**

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**WHEREAS** Council has adopted the Code of Conduct on February 25, 2019 and minor amendments are required.

**NOW THEREFORE**, the Council of the Corporation of the Town of Hawkesbury enacts as follows:

1. **THAT** the following amendments be made to the Council and Local boards Code of Conduct, as adopted by By-law N° 13-2019 by replacing the following sections:
  - 12.1.4 The Communication Coordinator, or designate, will work/consult with the Head of Council and/or CAO regarding media releases as necessary.
  - 18.1.2 A refundable fee of \$100 shall be paid upon the filing of a complaint to the Integrity Commissioner in trust.
  - 18.1.4 Complaints shall be filed with the Integrity Commissioner at the address shown in Appendix "A" who in return shall put the Clerk on notice.
  - 18.5.4 Respond to written requests from members of Council and of Local boards for advice respecting their obligations under the Code of Conduct applicable to the member.
  - 18.5.7 Provide educational information to members of Council, members of Local boards, the Town and the public about the Town's Code of Conduct for members of Council and members of Local boards and about the Municipal Conflict of Interest Act, upon written request of Council or Local board.
  - 18.7.4 Complaints shall set out reasonable and probable grounds for the allegation that the member has contravened this Code of Conduct and include a supporting document that sets out the evidence in support of the complaint.
  - 18.7.5 Complaints shall be filed with the Integrity Commissioner who shall put the Clerk on notice. The Integrity Commissioner shall determine if the matter

is, on his/her face, a complaint with respect to non-compliance with this Code of Conduct and/or not covered by other legislation or policy.

18.8.1 Members seeking advice under sections 18.5.4, 18.5.5 and 18.5.6 of this By-law from the Integrity Commissioner shall complete the form attached hereto as Appendix “D” and submit it to the Integrity Commissioner.

18.9.1 The Integrity Commissioner shall report annually to Council on the number of complaints filed and activities by way of a summary report to Council, in November of each calendar year.

18.9.7.6 where the Integrity Commissioner decides that the member has contravened the Code of Conduct, or any other procedures, rules or policies governing the ethical behaviour of members, his or her recommendation on the penalty shall be imposed pursuant to section 18.10 of this By-law.

2. **THAT** this By-law shall come into full force and effect upon its passing.

**READ A FIRST, SECOND AND ADOPTED UPON THIRD READING  
THIS 27<sup>th</sup> DAY OF MAY 2019.**

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**Paula Assaly, Mayor**

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**Christine Groulx, Clerk**