

# Code of Conduct for Board Members

## Work and Engagement Plan

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### Recommendation

That Executive Committee recommend to City Council:

That the list of Council Committees of which the members who are not Councillors would be subject to the code of conduct, as set out in Attachment 1 of the March 22, 2021, Office of the City Manager report CR\_7805, be approved.

### Previous Council/Committee Action

At the November 26, 2019, City Council meeting, the following motion was passed:

That Administration prepare a work and engagement plan for the development of a code of conduct for the members of Council Committees and other bodies established by Council who are not Councillors, and return to Executive Committee.

### Executive Summary

This report proposes a work and engagement plan for the development of a code of conduct bylaw for members of Council Committees and other bodies established by Council who are not Councillors. The bylaw would include a mechanism for reporting and investigating possible breaches of the code, and sanctions for substantiated breaches of the code. Administration is seeking Council's approval of the list of agencies of which the members who are not Councillors would be subject to the code of conduct.

### Report

The *Municipal Government Act* allows for Council to establish a code of conduct governing members of Council committees and other bodies established by Council who are not Councillors. In November 2019, Council requested that Administration prepare a work and engagement plan to develop such a code.

The Code of Conduct Work and Engagement Plan (Attachment 1) sets out the process that Administration intends to use to develop and implement a code of conduct for members of Council Committees who are not Councillors.

The code of conduct bylaw would include:

- A code of conduct for members of Council Committees who are not Councillors
- A process for members who are not Councillors to proactively receive general and legal advice on adherence to the code
- A reporting process (i.e. who can report a possible breach of the code, how a complaint is submitted, the deadline for the reporting of a possible breach, who receives the complaint, and who investigates it)
- A process for reporting substantiated breaches to City Council
- Possible sanctions that Council could impose for substantiated breaches

Administration proposes that the code of conduct apply to members who are not Councillors of the following Council Committees only:

- Advisory boards
- Decision-making bodies (Edmonton Combative Sports Commission, Edmonton Salutes, and Naming Committee)
- Ad hoc committees or task forces
- Audit Committee

A complete list is presented in Attachment 1 for Council approval.

City Policy C575C (Agencies, Boards, Committees and Commissions) is also being updated. A draft policy and draft code of conduct bylaw would come back for Council's input in late summer 2021.

### **Attachments**

1. Council Committees of Which the Members Who Are not Councillors Would be Subject to the Code of Conduct
2. The Code of Conduct Work and Engagement Plan

### **Others Reviewing this Report**

- K. Fallis-Howell, Acting City Solicitor