

**Present:** Mayor Mitchell  
Councillor Drumm  
Councillor Leahy (arrived at 5:33 p.m.)  
Councillor Lee (arrived at 5:32 p.m.)  
Councillor Mulcahy  
Councillor Newman  
Councillor Roy  
Councillor Shahid

**Also Present:** M. Gaskell, Chief Administrative Officer  
W. Mar, Commissioner of Legal and Enforcement Services/Town Solicitor  
C. Harris, Town Clerk  
C. Bantock, Legislative Specialist (Recording Secretary)

**Regrets:** Councillor Yamada

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The meeting began at 5:31 p.m.

1. Declarations of Pecuniary Interest

1.1 There were no declarations of pecuniary interest.

2. Presentations

2.1 Guy Giorno, Integrity Commissioner for the Town of Whitby  
Re: Follow-up to Report CLK 13-19, Codes of Conduct and Governance Policy Updates

Guy Giorno, Integrity Commissioner for the Town of Whitby, provided a PowerPoint presentation with respect to proposed changes to the Town's Codes of Conduct and Council-Staff Relations Policy as contained in Staff Report CLK 13-19. Highlights of the presentation included:

- background of proposed amendments including consultation between staff and the Integrity Commissioner being reflected in the staff report;
- the role of Members including legislative, representative, and

administrative functions;

- rights of Members as they relate to official duties and in comparison to rights of the public;
- proposed amendments to the Council Code of Conduct including the definition of 'official duties' and the use of Town property;
- proposed amendments regarding requests for staff time within the Council-Staff Relations Policy; and,
- proposed amendments to the Boards and Advisory Committees Code of Conduct to ensure compliance with the process for receiving and investigating complaints in accordance with the Municipal Act.

A question and answer period ensued regarding:

- the official duties of a Member not permitting direction of Town Staff unless approved by Council as a whole;
- Members continuing to access staff in order to fulfill their representative function for constituents, such as through Cityworks requests;
- clarifying whether Councillors can act as a member of the public when accessing Town resources if their Councillor title is attached to an event or initiative;
- an eligible expenditure under the Council Expense Policy being a permitted use of Town resources regardless of whether the Member chooses to claim the expense or pay out of pocket;
- clarification on the use of rooms at Town facilities for booking not-for-profit meetings;
- Members being free to express their own views, and represent the views of the minority, while ensuring adherence to the Council Code of Conduct; and,
- determining the types of rooms and spaces available for rent by a Member when hosting events at Town facilities.

### 3. Adjournment

#### 3.1 Motion to Adjourn

Moved By Councillor Leahy

Seconded By Councillor Newman

That the meeting adjourn.

**Carried**

The meeting adjourned at 6:29 p.m.

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Christopher Harris, Town Clerk

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Don Mitchell, Mayor